BAKER COUNTY SCHOOL DISTRICT

Committed to Excellence

AGENDA
SCHOOL BOARD MEETING (OPEN TO THE PUBLIC)
Monday, May 5, 2025 - 5:00 PM
Baker County High School (1 Wildcat Drive, Glen St. Mary, Florida 32040)
Minute Book #40 / Supplemental Book #53 / Page #18

"The Vision of the Baker County School Board is to prepare individuals to be lifelong learners, self-sufficient and responsible citizens of good character."

1. INVOCATION AND PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL OF MEMBERS

4. PUBLIC HEARINGS

5. RECOGNITIONS / PRESENTATIONS

5.1 Recognition - American Legion Honoring Mrs. Karlie Hodges as Teacher of the Year
Wyatt Milton - (259-0401)

5.2 Recognition - GFWC Woman's Club of Macclenny Honoring Baker County High School Student Lacey Raulerson as the 2025 HOBY Nominee
Wyatt Milton - (259-0401)

5.3 Recognize "Academic Achievers" from the Macclenny and Glen Communities in Grades 6-12
Wyatt Milton - (259-0401)

6. APPROVAL TO CORRECT AND / OR ADD ITEMS TO THE FINAL AGENDA

7. REMOVAL OF ROUTINE ITEMS

8. APPROVAL OF ROUTINE ITEMS

8.1 Approval of the Personnel Items List for Approval on May 5, 2025.
Wyatt Milton - (259-0401)

8.2 Approval of the Minutes of the April 21, 2025, School Board Executive Session.
Wyatt Milton - (259-0401)

8.3 Approval of the Minutes of the April 21, 2025, Work Session.
Wyatt Milton - (259-0401)

8.4 Approval of the Minutes of the April 21, 2025, School Board Expulsion Hearing.
Wyatt Milton - (259-0401)

8.5 Approval of the Minutes of the April 21, 2025, School Board Meeting.
Wyatt Milton - (259-0401)

8.6 Approval of Budget Amendment #1 to Grant Proposal for "AEFL - Corrections Education Project" in the Amount of $100,000.00 with No Change in Over All Budget Total. Continuation / Amendment /

Federal / No Matching
Carrie Dopson - (259-0408)

8.7 Approval of the Financial Reports for the Month Ending March 31, 2025.
Teri Ambrose - (259-0418)

9. APPROVAL OF ITEMS FOR ACTION

9.1 Approval of Removed Routine Items.
N/A

9.2 Approval of the Out of State Travel for Baker County High School Future Business Leaders of America Student Wyatt Forbes and Chaperone to Anaheim, CA on June 29, 2025 through July 2, 2025. Funding Source: Baker County High School Business Department.
Jennifer Payne - (259-6286)

9.3 Approval to De-authorize and Dispose of Itemized Property on Legacy Elementary School's Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)
Naomi Anderson - (259-0300)

9.4 Approval to De-authorize and Dispose of Itemized Property on Baker County School District Office's Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)
Teri Ambrose - (259-0418)

9.5 Approval to Donate Surplus Computer Hardware to Glen Baptist Church to Support the Reunification Site in the Event of an Emergency.
Teri Ambrose - (259-0418)

9.6 Approval of the 2025 - 2026 Contract Between Baker County School Board and Frontline Education.
Thomas Hill - (259-0429)

10. CITIZEN INPUT

A Citizen Input form must be completed and submitted to the Board Secretary PRIOR to the beginning of the meeting if you wish to address the Board. You will be called on by the Chairman at the appropriate time. Presentations/comments are limited to three (3) minutes.

11. INFORMATION AND ANNOUNCEMENTS

12. ADJOURNMENT

NOTICE: Any person who desires to appeal any decision made by the School Board with respect to any matter considered at the above mentioned meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which an appeal may be based.

AGENDA ITEM NO. 5.1

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Wyatt Milton - (259-0401)
ITEM TYPE:	Recognition / Presentation
AGENDA SECTION:	**RECOGNITIONS / PRESENTATIONS**
SUBJECT:	Recognition - American Legion Honoring Mrs. Karlie Hodges as Teacher of the Year

AGENDA ITEM NO. 5.2

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Wyatt Milton - (259-0401)
ITEM TYPE:	Recognition / Presentation
AGENDA SECTION:	**RECOGNITIONS / PRESENTATIONS**
SUBJECT:	Recognition - GFWC Woman's Club of Macclenny Honoring Baker County High School Student Lacey Raulerson as the 2025 HOBY Nominee

AGENDA ITEM NO. 5.3

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Wyatt Milton - (259-0401)
ITEM TYPE:	Recognition / Presentation
AGENDA SECTION:	**RECOGNITIONS / PRESENTATIONS**
SUBJECT:	Recognize "Academic Achievers" from the Macclenny and Glen Communities in Grades 6-12

AGENDA ITEM NO. 8.1

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE: May 5, 2025

SUBMITTED BY: Wyatt Milton - (259-0401)

ITEM TYPE: Personnel

AGENDA SECTION: **APPROVAL OF ROUTINE ITEMS**

SUBJECT: Approval of the Personnel Items List for Approval on May 5, 2025.

ATTACHMENTS:
05.05.2025 Approval of the Personnel Items List_W.Milton.pdf

PERSONNEL ITEMS LIST FOR APPROVAL ON MAY 5, 2025

RESIGNATIONS FOR APPROVAL ON MAY 5, 2025						
LAST NAME	**FIRST NAME**	**MI**	**SPECIAL NOTE**	**POSITION**	**LOCATION**	**EFFECTIVE DATES**
Bullard	Sarah			Teacher, Language Arts (197 Days)	Baker County Middle School	May 30, 2025
Lyons	Velinda		Retirement	Account Clerk / Payroll Clerk (261 Days)	District Office	July 7, 2025
Rizer	Frankie			Nutrition Services Assistant (191 Days, 7 Hours)	Baker County Middle School	April 3, 2025

EMPLOYMENT FOR APPROVAL ON MAY 5, 2025						
LAST NAME	**FIRST NAME**	**MI**	**SPECIAL NOTE**	**POSITION**	**LOCATION**	**EFFECTIVE DATES**
Combs	Sara		Initial Employment / Replacing Geneva Beck	Extended Day Enrichment Program Assistant Supervisor (181 Days)	Legacy Elementary School	April 3, 2025
Giddens	Anthony		Initial Employment / Replacing Johnnie Jacobs	Principal (261 Days)	Baker County High School	May 1, 2025

EXTRA DUTY FOR APPROVAL ON MAY 5, 2025						
LAST NAME	**FIRST NAME**	**MI**	**SPECIAL NOTE**	**DESCRIPTION**	**AMOUNT**	**EFFECTIVE DATES**
Stiglic	Angela			Provide Clerical Support Beyond Contractual Hours for Adult Education, CTE Programs, and Grant Management	Regular Hourly Rate / As Needed / Funding Source: Federal	April 11, 2025 - June 30, 2025

SUPPLEMENTAL PAY FOR APPROVAL ON MAY 5, 2025						
LAST NAME	**FIRST NAME**	**SPECIAL NOTE**	**LOCATION**	**DESCRIPTION**	**AMOUNT**	**EFFECTIVE DATES**
Taylor	Debra	Rescind Previously Approved on September 16, 2024	Rescind Baker County Pre-K / Kindergarten Center	Rescind ESE Paraprofessional	Rescind Board Approved Rate	Rescind 2024-2025 (Effective February 13, 2025)
Waite	Angela		Legacy Elementary School	ESE Paraprofessional	Board Approved Rate - Prorated	2024-2025 (Effective April 3, 2025)

SUPPLEMENTAL PAY FOR APPROVAL ON MAY 5, 2025						
LAST NAME	**FIRST NAME**	**SPECIAL NOTE**	**LOCATION**	**DESCRIPTION**	**AMOUNT**	**EFFECTIVE DATES**
Waite	Angela	Rescind Previously Approved on August 19, 2024	Rescind Baker County High School	Rescind ESE Paraprofessional	Rescind Board Approved Rate	Rescind 2024-2025 (Effective April 2, 2025)

STIPEND LIST FOR APPROVAL ON MAY 5, 2025					
LAST NAME	**FIRST NAME**	**MI**	**ASSIGNMENT**	**AMOUNT**	**EFFECTIVE**
Anger	Tracy		Annual Reading Stipend: 2024-2025 School Year	$500.00 Flat Rate / Funding Source: Federal	August 2, 2024 - May 30, 2025
Brantley	Kaley		PLCP Mentor to Allison Allen - Year 3	**Rescind Approval for $500.00 Flat Rate / Funding Source: Federal	Rescind August 2, 2024 - May 30, 2025
Collingwood	Tabitha		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 2, 2024 - May 30, 2025
Driggers	Melissa		PLCP Mentor to Allison Allen - Year 3	$500.00 Flat Rate / Funding Source: Federal	August 2, 2024 - May 30, 2025
Green	Chariot		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 2, 2024 - May 30, 2025
Leino	Tammy		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 2, 2024 - May 30, 2025
Maurer	Shelley		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 2, 2024 - May 30, 2025
Melton	Rachaelle		Annual Reading Stipend: 2024-2025 School Year	$500.00 Flat Rate / Funding Source: Federal	August 2, 2024 - May 30, 2025
Mobley	Debbie		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 9, 2024 - May 28, 2025
Smallwood	Kelly		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 9, 2024 - May 28, 2025
Smith	Bethany		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 2, 2024 - May 30, 2025
Sollicito	Lisa		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 9, 2024 - May 28, 2025
Spurlock	Paige		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 9, 2024 - May 28, 2025
Taylor	Hagan		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 9, 2024 - May 28, 2025
Taylor	Kelsey		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 2, 2024 - May 30, 2025
Thrift	Pamela		Annual Reading Stipend: 2024-2025 School Year	$500.00 Flat Rate / Funding Source: Federal	August 2, 2024 - May 30, 2025

STIPEND LIST FOR APPROVAL ON MAY 5, 2025					
LAST NAME	**FIRST NAME**	**MI**	**ASSIGNMENT**	**AMOUNT**	**EFFECTIVE**
Wall	Molly		PLCP Mentor to Traci Mann - Year 2	$500.00 Flat Rate / Funding Source: Federal	August 2, 2024 - May 30, 2025
West	April		Annual Reading Stipend: 2024-2025 School Year	$500.00 Flat Rate / Funding Source: Federal	August 2, 2024 - May 30, 2025
Yeager	Kelly		Pre-K Paraprofessional IDEA Bonus	$250.00 Flat Rate / Funding Source: General	August 2, 2024 - May 30, 2025

LEAVE LIST FOR APPROVAL ON MAY 5, 2025					
LAST NAME	**FIRST NAME**	**MI**	**# OF DAYS**	**TYPE OF LEAVE**	**EFFECTIVE DATES**
Burnsed	Hunter		33	Personal Leave Without Pay - Personal	April 16, 2025 - May 30, 2025
Burnsed	Hunter		192	Personal Leave Without Pay - Personal / Extended	July 31, 2025 - May 20, 2026
Cassidy	Faith		.5	Illness in the Line of Duty	April 22, 2025
Cochran	Magen		3	Personal Leave Without Pay - Personal	March 12, 2025 - March 14, 2025
Cochran	Magen		4	Personal Leave Without Pay - Medical	March 25, 2025 - March 28, 2025
Cochran	Magen		1	Personal Leave Without Pay - Personal	March 31, 2025
Cochran	Magen		6	Personal Leave Without Pay - Medical	April 1, 2025 - April 8, 2025
Gibson	Barbara		29	Personal Leave Without Pay - Personal	February 10, 2025 - March 31, 2025
Gibson	Barbara		42	Personal Leave Without Pay - Medical	April 1, 2025 - May 28, 2025
Martin	Jennifer		12	Personal Leave Without Pay - Medical	April 1, 2025 - April 16, 2025

OUT-OF-FIELD PERMIT FOR APPROVAL ON MAY 5, 2025						
LAST NAME	**FIRST NAME**	**MI**	**CERTIFIED IN**	**PERMIT FOR**	**SCHOOL SITE**	**EFFECTIVE DATES**
Barber	Abby		Social Science 6-12	Elementary Education (Fifth Grade)	Westside Elementary School	2024-2025
Baylor	Valerie		Pre-K/Primary PK-3	Elementary Education (Fourth Grade)	Westside Elementary School	2024-2025
Crews	Collin		Drama K-12	ESE Varying Exceptionalities	Westside Elementary School	2024-2025

OUT-OF-FIELD PERMIT FOR APPROVAL ON MAY 5, 2025						
LAST NAME	**FIRST NAME**	**MI**	**CERTIFIED IN**	**PERMIT FOR**	**SCHOOL SITE**	**EFFECTIVE DATES**
Woods	Martha		Elementary Education 1-6	ESE Varying Exceptionalities	Westside Elementary School	2024-2025

SUBSTITUTE LIST FOR APPROVAL ON MAY 5, 2025					
LAST NAME	**FIRST NAME**	**MI**	**DESCRIPTION**	**AMOUNT**	**EFFECTIVE DATES**
Echols	Audrey		Substitute in all areas pending completion of necessary requirements except Substitute Teacher	Board Approved Rate	April 21, 2025

AGENDA ITEM NO. 8.2

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Wyatt Milton - (259-0401)
ITEM TYPE:	Minutes
AGENDA SECTION:	**APPROVAL OF ROUTINE ITEMS**
SUBJECT:	Approval of the Minutes of the April 21, 2025, School Board Executive Session.

ATTACHMENTS:
05.05.2025 Approval of the 04.21.2025 Executive Session Minutes_W.Milton.pdf

BAKER COUNTY SCHOOL DISTRICT
Committed to Excellence

MINUTES
EXECUTIVE SESSION (CLOSED TO THE PUBLIC)
Monday, April 21, 2025 - 2:00 PM
District Board Room (270 South Boulevard East, Macclenny, Florida 32063)
Minute Book #40 / Supplemental Book #53 / Page #17

"The Vision of the Baker County School Board is to prepare individuals to be lifelong learners, self-sufficient and responsible citizens of good character."

SCHOOL BOARD EXECUTIVE SESSION

District Safety Plans

The Baker County School Board met on Monday, April 21, 2025, at 2:00 p.m. in a closed meeting at the District School Board Room. The purpose of the meeting was to have a closed Executive Session to discuss District Safety Plans. The following Board Members were present to wit: Chairperson Tiffany McInarnay, Vice-Chairperson Jack Baker Jr., Clayton Lyons, Amanda Hodges, and Mandi Canaday. Mr. Steve Cannon, Director of School Safety and Auxiliary Services, facilitated the meeting. Superintendent Wyatt Milton and School Board Attorney Jeffrey Grosholz were present for the executive session. No official action was taken during the session.

_____ Superintendent

_____ Board Chairperson

AGENDA ITEM NO. 8.3

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE: May 5, 2025

SUBMITTED BY: Wyatt Milton - (259-0401)

ITEM TYPE: Minutes

AGENDA SECTION: **APPROVAL OF ROUTINE ITEMS**

SUBJECT: Approval of the Minutes of the April 21, 2025, Work Session.

ATTACHMENTS:
05.05.2025 Approval of the 04.21.2025 Work Session Minutes_W.Milton.pdf

BAKER COUNTY SCHOOL DISTRICT

Committed to Excellence

MINUTES
WORK SESSION (OPEN TO THE PUBLIC)
Monday, April 21, 2025 - 2:30 PM
District Board Room (270 South Boulevard East, Macclenny, Florida 32063)
Minute Book #40 / Supplemental Book #53 / Page #17

"The Vision of the Baker County School Board is to prepare individuals to be lifelong learners, self-sufficient and responsible citizens of good character."

SCHOOL BOARD WORK SESSION

Baker County Sheriff's Office Grants for the School Generator at Macclenny Elementary School (Facilitated by John Blanchard, BCSO Director of Emergency Management)

The Baker County School Board met on Monday, April 21, 2025, at 2:30 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold an open work session on the "Grants for the Shelter/School Retrofit and Generator". The following Board Members were present: Chairperson Tiffany McInarnay, Vice-Chairperson Jack Baker Jr., Clayton Lyons, Amanda Hodges, and Mandi Canaday. Superintendent Wyatt Milton and School Board Attorney Jeffrey Grosholz were present at the work session. The facilitator for the work session was Mr. John Blanchard, BCSO Director of Emergency Management. Mr. Blanchard provided an overview of the generator maintenance procedures, addressed the Baker County School Board's liability considerations, and discussed protocols for the placement of storm victims. He also fielded questions from the Board Members. The Board took no official action during the work session.

_____ Superintendent

_____ Board Chairperson

AGENDA ITEM NO. 8.4

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Wyatt Milton - (259-0401)
ITEM TYPE:	Minutes
AGENDA SECTION:	**APPROVAL OF ROUTINE ITEMS**
SUBJECT:	Approval of the Minutes of the April 21, 2025, School Board Expulsion Hearing.

ATTACHMENTS:
05.05.2025 Approval of the 04.21.2025 Expulsion Hearing Minutes_W.Milton.pdf

BAKER COUNTY SCHOOL DISTRICT
Committed to Excellence

MINUTES
EXPULSION HEARING (CLOSED TO THE PUBLIC)
Monday, April 21, 2025 - 3:30 PM
District Board Room (270 South Boulevard East, Macclenny, Florida 32063)
Minute Book #40 / Supplemental Book #53 / Page #17

"The Vision of the Baker County School Board is to prepare individuals to be lifelong learners, self-sufficient and responsible citizens of good character."

Expulsion Hearing - Closed to the Public:

DATE	TIME	TYPE	CASE #	SCHOOL
April 21, 2025	3:30 p.m.	Expulsion Hearing	042120253300532	Baker County High School

Case #: 042120253300532 / Baker County High School

The Baker County School Board met on Monday, April 21, 2025, at 3:30 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold a closed expulsion hearing on Baker County High School student case #042120253300532. The following Board Members were present to wit: Chairperson Tiffany McInarnay, Vice-Chairperson Jack Baker Jr., Clayton Lyons, Amanda Hodges, and Mandi Canaday. Superintendent Wyatt Milton and School Board Attorney Jeffrey Grosholz were both present at the closed hearing. Principal Jennifer Payne and Interpreter Jacob Cranford were present at the closed hearing. The student nor a representative for the student were present at the closed hearing.

Chairperson McInarnay called the closed expulsion hearing to order on Baker County High School student case #042120253300532 and then turned the proceedings over to Superintendent Milton. After hearing the evidence and testimonies presented, Superintendent Milton made the recommendation to expel Baker County High School student case #042120253300532 from the Baker County Public Schools for the remainder of the 2024-2025 school year, which also includes the Adult Education Program, as well as, all school sponsored activities. The recommendation includes that Baker County High School student case #042120253300532 is not eligible for the early re-entry program. Upon returning to the Baker County Public Schools, Baker County High School student case #042120253300532 must re-enter through the Baker County CATS Academy alternative school setting for a minimum of forty-five (45) days. As recommended by Superintendent Milton, Jack Baker Jr. made a motion to approve, seconded by Amanda Hodges. The motion carried 5-0.

_____ Superintendent

_____ Board Chairperson

AGENDA ITEM NO. 8.5

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE: May 5, 2025

SUBMITTED BY: Wyatt Milton - (259-0401)

ITEM TYPE: Minutes

AGENDA SECTION: **APPROVAL OF ROUTINE ITEMS**

SUBJECT: Approval of the Minutes of the April 21, 2025, School Board Meeting.

ATTACHMENTS:
05.05.2025 Approval of the 04.21.2025 Minutes_W.Milton.pdf

Baker County Public Schools

MINUTES
SCHOOL BOARD MEETING (OPEN TO THE PUBLIC)
Monday, April 21, 2025 - 5:00 PM
Macclenny Elementary School (1 Wildkitten Drive, Macclenny, Florida 32063)
(Revised Agenda) Minute Book #40 / Supplemental Book #53 / Page #17

"The Vision of the Baker County School Board is to prepare individuals to be lifelong learners, self-sufficient and responsible citizens of good character."

1. INVOCATION AND PLEDGE OF ALLEGIANCE

The Baker County School Board met on Monday, April 21, 2025, at 5:00 p.m. at Macclenny Elementary School, located at 1 Wildkitten Drive, Macclenny, Florida 32063. The purpose of this meeting was to hold the regularly scheduled board meeting. Chairperson Tiffany McInarnay announced Wyatt Stilwell, Teacher on Special Assignment, was going to give the invocation, followed by the Pledge of Allegiance led by Macclenny Elementary School students Jencee Franks, Amelia Ethridge, and Jonah Lee.

2. CALL TO ORDER

Chairperson McInarnay called the meeting of the Baker County School Board to order and asked for a roll call of members.

3. ROLL CALL OF MEMBERS

The following Board Members were present to wit: Chairperson Tiffany McInarnay, Vice-Chairperson Jack Baker Jr., Clayton Lyons, Amanda Hodges, and Mandi Canaday. Superintendent Wyatt Milton and School Board Attorney Jeffrey Grosholz were both present for the meeting.

4. PUBLIC HEARINGS

There were no public hearings at this meeting.

5. RECOGNITIONS / PRESENTATIONS

5.1 Quarterly Update Presentation by Director of School Safety

Director Steve Cannon presented a quarterly report summarizing district school safety compliance findings.

5.2 Recognize Baker Prevention Coalition, Inc.

Superintendent Milton recognized and presented Shira Callahan of the Baker Prevention Coalition, Inc., with a plaque honoring their contributions to the Baker County Schools for Teacher Appreciation Week.

5.3 Recognize No Limitz Flag Football Club

Superintendent Milton recognized No Limitz Flag Football for their contributions to the Baker County school sites. Representatives from No Limitz Flag Football presented flag football equipment to the elementary and middle school principals.

5.4 Recognize "Academic Achievers" from Macclenny Elementary School

Superintendent Milton, Board Members, and the respective principal congratulated the Academic Achievers. The student honorees were presented with a school certificate, a Woody's BBQ meal certificate, an academic achiever wristband, and a paw pride medallion.

6. APPROVAL TO CORRECT AND / OR ADD ITEMS TO THE FINAL AGENDA

6.1 Approval to Delete Item 8.9 from the Agenda: Approval of the Data Sharing Agreement with Khan Academy, Incorporated.
Chairperson McInarnay read the recommended deletion to the agenda and entertained a motion from the Board. As recommended:
Jack Baker Jr. made a motion to approve, seconded by Clayton Lyons. The motion carried 5-0.

6.2 Approval to Delete Item 9.5 from the Agenda: Approval of the 2025 - 2026 Contract Between Baker County School Board and Khan Academy.
Chairperson McInarnay read the recommended deletion to the agenda and entertained a motion from the Board. As recommended:
Amanda Hodges made a motion to approve, seconded by Mandi Canaday. The motion carried 5-0.

6.3 Approval to Add Item 9.6.: Approval to Purchase Two Chevrolet Silverado Trucks from Burkins Chevrolet in the amount of $72,127.00. Funding Source Local Capital Improvement Funds.
Chairperson McInarnay read the recommended addition to the agenda and entertained a motion from the Board. As recommended:
Clayton Lyons made a motion to approve, seconded by Mandi Canaday. The motion carried 5-0.

7. REMOVAL OF ROUTINE ITEMS

Chairperson McInarnay asked if any Board member wished to remove a routine item for separate consideration. Hearing none, she continued with the items for action.

8. APPROVAL OF ROUTINE ITEMS

Chairperson McInarnay entertained a motion from the Board to approve the routine items. As recommended: Mandi Canaday made a motion to approve the routine items, seconded by Jack Baker Jr.. The motion carried 5-0.

8.1 Approval of the Personnel Items List for Approval on April 21, 2025.

8.2 Approval of the Minutes of the April 7, 2025, School Board Executive Session.

8.3 Approval of the Minutes of the April 7, 2025, School Board Expulsion Hearing.

8.4 Approval of the Minutes of the April 7, 2025, School Board Expulsion Hearing.

8.5 Approval of the Minutes of the April 7, 2025, School Board Meeting.

8.6 Approval of Agreement with The School Board of Seminole County on Behalf of the East Coast Technical Assistance Center (ECTAC) for Technical Assistance to Baker County Title I and Other Specified Elementary and Secondary EdAct (ESEA) Programs.

8.7 Approval of the Tentative Schedule for the 2025 TRIM Timeline.

8.8 Approval of the March 2025 District Property Inventory.

8.9 Approval of the Data Sharing Agreement with Khan Academy, Incorporated. DELETE FROM THE AGENDA

8.10 Approval of the Data Sharing Agreement with The Early Learning Coalition of North Florida.

8.11 Approval of the Grant Proposal for 07/01/2024 - 08/08/2025 Voluntary PreKindergarten Summer Bridge Program Grant in the Amount of $14,600.00. New / Entitlement / Federal / No Matching

8.12 Approval of Budget Amendment #1 to Grant Proposal for "Stronger Connections" in the Amount of $600,000.00 with No Change in Over All Budget Total. Amendment / Federal / No Matching

9. APPROVAL OF ITEMS FOR ACTION

9.1 Approval of Removed Routine Items.
There were no removed routine items. Therefore, no action was taken on this agenda item.

9.2 Approval of the Demolishing of Select Buildings at Keller Intermediate School to Burkhalter Wrecking in the Amount of $242,850.00.
Chairperson McInarnay entertained a motion from the Board to approve this agenda item. As recommended:
Jack Baker Jr. made a motion to approve, seconded by Mandi Canaday. The motion carried 5-0.

9.3 Approval to De-authorize and Dispose of 35 Obsolete CTE Laptops on the BCHS Career and Adult Education Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)
Chairperson McInarnay entertained a motion from the Board to approve this agenda item. As recommended:
Mandi Canaday made a motion to approve, seconded by Amanda Hodges. The motion carried 5-0.

9.4 Approval of the Auditor General's Financial and Federal Single Audit Report for Fiscal Year Ending June 30, 2024.
Chairperson McInarnay entertained a motion from the Board to approve this agenda item. As recommended:
Jack Baker Jr. made a motion to approve, seconded by Clayton Lyons. The motion carried 5-0.

9.5 Approval of the 2025 - 2026 Contract Between Baker County School Board and Khan Academy.
DELETE FROM THE AGENDA
This item was deleted from the agenda; therefore, no action was taken.

9.6 Approval to Purchase Two Chevrolet Silverado Trucks from Burkins Chevrolet in the amount of $72,127.00. Funding Source Local Capital Improvement Funds.
Chairperson McInarnay entertained a motion from the Board to approve this agenda item. As recommended:
Amanda Hodges made a motion to approve, seconded by Mandi Canaday. The motion carried 5-0.

10. CITIZEN INPUT

A Citizen Input form must be completed and submitted to the Board Secretary PRIOR to the beginning of the meeting if you wish to address the Board. You will be called on by the Chairman at the appropriate time. Presentations/comments are limited to three (3) minutes.
No individual in the audience addressed the Board with citizen concerns at this meeting.

11. INFORMATION AND ANNOUNCEMENTS

District Facebook Page Launch - The official Baker County School District Facebook page went live on April 21, 2025. Special thanks to Traci Wheeler and Amy Sapp for their hard work and dedication in making this a reality.

Welcome - Mr. Andy Giddens as the new Principal of Baker County High School.

Thank you - A heartfelt thank you to Mr. Denny Wells for your continued hard work. We look forward to the demolition of select buildings.

12. ADJOURNMENT

Since there was no further business to come before the Board
Amanda Hodges made a motion to adjourn, seconded by Mandi Canaday. The motion carried via general consensus 0-0.

_____	_____
Superintendent	Board Chairperson

AGENDA ITEM NO. 8.6

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Carrie Dopson - (259-0408)
ITEM TYPE:	Grant
AGENDA SECTION:	**APPROVAL OF ROUTINE ITEMS**
SUBJECT:	Approval of Budget Amendment #1 to Grant Proposal for "AEFL - Corrections Education Project" in the Amount of $100,000.00 with No Change in Over All Budget Total. Continuation / Amendment / Federal / No Matching

ATTACHMENTS:
05.05.2025 Approval of the AEFL-Corrections Education Project Grant_C.Dopson.pdf

GRANT PROPOSAL SUMMARY
REQUEST FOR BOARD APPROVAL

Board Approval Status

(MUST BE TYPED)

NAME OF GRANT PROPOSAL	*AEFL-Corrections Education Project*

TYPE OF GRANT:
☐ New ☒ Continuation ☒ Amendment ☐ Entitlement ☐ Competitive

CONTACT PERSON:	*Carrie Dopson, Director of Adult Education*

CONTACT PHONE NUMBER:	*(904) 259-0408*

AMOUNT REQUESTED:	*$100,00.00*

SOURCE: ☒ Federal ☐ State ☐ Other: _____

LOCAL MATCHING FUNDS REQUESTED:
☒ No
☐ Yes . . . If yes, please specify: ☐ Monetary Amount $_____
☐ In-Kind Amount $_____

LIST SPECIFIC IN-KIND CONTRIBUTIONS
N/A

PROJECT DESCRIPTION *(If additional space is needed, attachments may be used)*
Adult Education and Family Literacy, Corrections Education 2024-25

HOW WILL FUNDS BE USED *(If additional space is needed, attachments may be used)*
This amendment is due to a shortage in object codes 150 and 230 for a support person assisting the classroom teacher. This amendment is also requesting the creation of object code 0330 for travel to the WEDDAC Conference in April and the ACE Summer Symposium in June for the corrections reporting and data coordinator.

SUBMITTED BY: ***Carrie Dopson*** **DATE:** ***04/17/2025***

Florida Department of Education
Project Award Notification

1 PROJECT RECIPIENT Baker County School District	**2 PROJECT NUMBER** 020-1915C-5CC01
3 PROJECT/PROGRAM TITLE Adult Education and Family Literacy, Corrections Education **TAPS 25B021**	**4 AUTHORITY** **CFDA 84.002 AEFLA Federal Grant Title II WIOA** **USDE or Appropriate Agency** **FAIN#**: V002A240009
5 AMENDMENT INFORMATION Amendment Number: 1 Type of Amendment: Budgetary Effective Date: 03/25/2025	**6 PROJECT PERIODS** Budget Period: 07/01/2024 - 06/30/2025 Program Period: 07/01/2024 - 06/30/2025
7 AUTHORIZED FUNDING Current Approved Budget: $100,000.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: $100,000.00	**8 REIMBURSEMENT OPTION** Federal Cash Advance

9 TIMELINES

- Last date for incurring expenditures and issuing purchase orders: 06/30/2025
- Date that all obligations are to be liquidated and final disbursement reports submitted: 08/20/2025
- Last date for receipt of proposed budget and program amendments: 05/31/2025
- Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:
- Date(s) for program reports:
- Federal Award Date : 07/01/2024

10 DOE CONTACTS **Program**: Nicholas Key Phone: (850) 245-9041 Email: Nicholas.Key@fldoe.org **Grants Management**: Unit B (850) 245-0735	**Comptroller Office** **Phone**: (850) 245-0401	**UEI#**: MJG4ULGMPKE7 **FEIN#**: F596000509001

11 TERMS AND SPECIAL CONDITIONS

- This project and any amendments are subject to the procedures outlined in the Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference.
- For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project.
- All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification.
- The Department's approval of this contract/grant does not excuse compliance with any law.
- Other:

12 APPROVED:

Charles D. Feehrer
Authorized Official on behalf of the Commissioner of Education

4/14/2025
Date of Signing

FLORIDA DEPARTMENT OF EDUCATION
fldoe.org

FLORIDA DEPARTMENT OF EDUCATION
PROJECT AMENDMENT REQUEST

Please return to:	A) Agency Name:	DOE USE ONLY
Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0735	Baker County School District 270 South Boulevard East Macclenny, Florida 32063	Date Received 3/25/2025
B) Program Name: _Adult Education and Family Literacy, Corrections Education Programs Fiscal Year 24-25 **TAPS Number: 25B021**		**Project Number (DOE Assigned)** 020-1915C-5CC01

C) Amendment Type	D) Amendment Request Contact Information	
☐ Program X Budget **Amendment Number:** 1	Contact Name: Carrie Dopson	Telephone Numbers: **904-259-0408**
	Mailing Address: 418 South 8th Street Macclenny, Florida 32063	E-mail Addresses: carrie.dopson@bakerk12.org

E) Required Signature and Certification

I, _Wyatt Milton_____, as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application amendment are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application amendment.

Signature of Agency Head	Title	Date
J. Wyatt Milton	Superintendent	3/25/25
Signature of Charter Head	Title	Date

F) Narrative

This amendment is submitted to transfer funds from object code 0120 to object codes 0150 and 0230. This is due to a large increase in insurance and a pay increase for a support person assisting the classroom teacher. This amendment is requesting the creation of object code 0330 for travel to the WEDDAC Conference in April and the ACE Summer Symposium in June for the corrections reporting and data coordinator. Those funds will be moved to travel from 0350 and 0369.

A) _____Baker County School District_____ **B)** 020-1915C-5CC01____/_25B021 (Corrections)____
District/Agency Name **Project Number** **TAPS Number**

C) _____1_____
Amendment Number

FLORIDA DEPARTMENT OF EDUCATION
BUDGET AMENDMENT NARRATIVE FORM

D) Total Project Amount Currently Approved	E) Total Project Amount resulting from this Budget Amendment
$__100,000.00_____	$_____100,000.00_____

F) Line Item Description

FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE	AMOUNT INCREASE	AMOUNT DECREASE
5400	120	Teacher Salary: 2 part-time teacher(s) for the purpose of conducting adult education courses at Baker County Detention Center. (42 weeks @ 20hrs @ $35hr for 1 employee) (21 weeks@ 20 hrs @$35hr for 1 employee) Due to teacher shortage, our 2nd instructor did not start until January 2025.			**12,800.00**
5400	210	Retirement: classroom instructor @ 13.57%			**1737.00**
5400	220	FICA for classroom instructor @ 7.65%			**979.00**
5400	150	Classroom Assistant: Increase due to covering teacher shortage (30% time spent on project)	.3	**9,200.00**	
5400	210	Retirement: Non-instructional assistant @ 13.57%		**1737.00**	
5400	220	FICA for Non-instructional assistant @ 7.65%		**979.00**	
5400	230	Insurance: Internal adjustment to cover negative balance due to increase in insurance cost.		**3,600.00**	
5400	350	Repairs and Maintenance: Internal adjustment to cover negative balance due to an increase in insurance cost.			**1500.00**
5400	369	Technology-Related Rentals: Internal adjustment to cover negative balance due to increase in insurance cost.			**67.00**
5400	330	Travel: to cover 50% cost of ACE conference and Weddac meetings		**1567.00**	
				$17,083.00	**$17,083.00**
				Total	**Total**

AGENDA ITEM NO. 8.7

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE: May 5, 2025

SUBMITTED BY: Teri Ambrose - (259-0418)

ITEM TYPE: Finance

AGENDA SECTION: **APPROVAL OF ROUTINE ITEMS**

SUBJECT: Approval of the Financial Reports for the Month Ending March 31, 2025.

ATTACHMENTS:
05.05.2025 Approval of the Financial Reports for the Month Ending March 31, 2025_T.Ambrose.pdf

Baker County School Board

Revenue and Expenditure Report - General Fund

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	300,000.00	40,096.21
State - R3300-3399	37,068,214.00	27,941,020.88
Local - R3400-3499	7,271,625.00	6,710,177.08
Other Local Revenue - R3700-3799	-	3,968.22
Transfers In	1,564,246.68	42,000.00
Loss Recoveries	-	-
Beginning Fund Balance	6,287,595.00	
	52,491,680.68	34,737,262.39

Expenditures	Current Year Budgeted Expenditures	Current Year Actual Expenditures	Difference	Prior Year 31-Mar-24 Actual Exp.	Difference (Current - Prior)
K-12 Instruction - Function 5000-5900	$ 28,168,150.00	17,641,799.38	10,526,350.62	17,696,467.90	(54,668.52)
Pupil Personnel Services - Function 6100	3,040,175.00	1,896,770.05	1,143,404.95	1,919,041.27	(22,271.22)
Instructional Media Services - Function 6200	597,050.00	397,316.53	199,733.47	330,767.62	66,548.91
Instruction & Curriculum Development Services - Function 6300	833,572.00	554,689.94	278,882.06	527,684.90	27,005.04
Instructional Staff Training Services - Function 6400	260,250.00	145,352.10	114,897.90	144,321.11	1,030.99
Instructional Related Technology - Function 6500	360,525.00	247,433.84	113,091.16	237,924.04	9,509.80
School Board - Function 7100	484,650.00	301,336.20	183,313.80	311,527.17	(10,190.97)
General Administration - Function 7200	358,750.00	291,661.54	67,088.46	249,653.14	42,008.40
School Administration - Function 7300	2,438,140.00	1,704,703.83	733,436.17	1,647,037.04	57,666.79
Facilities Acquisition & Construction - Function 7400	88,000.00	42,000.00	46,000.00	197,888.96	(155,888.96)
Fiscal Services - Function 7500	935,300.00	655,948.83	279,351.17	610,394.21	45,554.62
School Food Services - Function 7600	35,000.00	9,101.65	25,898.35	20,198.69	(11,097.04)
Central Services - Function 7700	689,900.00	383,992.72	305,907.28	390,634.26	(6,641.54)
Pupil Transportation Services - Function 7800	2,573,615.00	1,812,028.81	761,586.19	1,764,245.24	47,783.57
Operation of Plant - Function 7900	5,639,365.00	4,510,023.67	1,129,341.33	4,746,903.55	(236,879.88)
Maintenance of Plant - Function 8100	1,224,495.00	813,815.70	410,679.30	861,875.02	(48,059.32)
Administrative Technology Services - Function 8200	953,410.00	629,510.61	323,899.39	697,853.21	(68,342.60)
Community Services - Function 9100	376,200.00	221,143.08	155,056.92	263,209.80	(42,066.72)
Debt Service - Function 9200	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Ending Fund Balance	3,435,133.68		3,435,133.68		
	52,491,680.68	32,258,628.48	20,233,052.20	32,617,627.13	(358,998.65)

Baker County School Board

Revenue and Expenditure Report - School Food Service

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	3,260,225.00	2,014,326.56
State - R3300-3399	42,000.00	17,604.00
Local - R3400-3499	31,000.00	21,208.70
Other Financing Sources	-	-
Beginning Fund Balance	1,745,241.89	
	5,078,466.89	2,053,139.26

	Current Year			Prior Year	
Expenditures	**Budgeted Expenditures**	**Actual Expenditures**	**Difference**	**31-Mar-24 Actual Exp.**	**Difference (Current - Prior)**
Food Service - Function 7600	4,442,100.00	2,325,207.43	2,116,892.57	2,212,659.47	112,547.96
Other Financing Uses	-	-	-	-	-
Ending Fund Balance	636,366.89		636,366.89		
	5,078,466.89	2,325,207.43	2,753,259.46	2,212,659.47	112,547.96

Baker County School Board

Revenue and Expenditure Report - Federal Programs

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	4,459,152.00	2,141,134.06
State - R3300-3399	-	-
Local - R3400-3499	-	1,197.09
Other/Transfers	-	-
	4,459,152.00	2,142,331.15

Expenditures	Current Year Budgeted Expenditures	Current Year Actual Expenditures	Current Year Difference	Prior Year 31-Mar-24 Actual Exp.	Difference (Current - Prior)
K-12 Instruction - Function 5000-5900	$ 2,685,400.00	$ 1,437,376.93	1,248,023.07	$ 1,447,872.12	(10,495.19)
Pupil Personnel Services - Function 6100	346,924.00	250,882.17	96,041.83	169,514.43	81,367.74
Instructional Media Services - Function 6200	-	-	-	-	-
Instruction & Curriculum Development Services - Function 6300	524,078.00	299,456.04	224,621.96	310,589.72	(11,133.68)
Instructional Staff Training Services - Function 6400	551,408.00	203,278.07	348,129.93	190,987.54	12,290.53
Instructional Related Technology - Function 6500	3,300.00	-	3,300.00	686.25	(686.25)
School Board - Function 7100	-	-	-	-	-
General Administration - Function 7200	186,250.00	3,668.44	182,581.56	-	3,668.44
School Administration - Function 7300	13,805.00	3,360.00	10,445.00	6,211.92	(2,851.92)
Facilities Acquisition & Construction - Function 7400	-	-	-	-	-
Fiscal Services - Function 7500	-	-	-	-	-
School Food Services - Function 7600	-	-	-	-	-
Central Services - Function 7700	38,187.00	17,544.49	20,642.51	13,547.12	3,997.37
Pupil Transportation Services - Function 7800	109,800.00	27,663.29	82,136.71	35,884.37	(8,221.08)
Operation of Plant - Function 7900	-	-	-	-	-
Maintenance of Plant - Function 8100	-	-	-	-	-
Administrative Technology Services - Function 8200	-	-	-	-	-
Community Services - Function 9100	-	-	-	-	-
Debt Service - Function 9200					
	$ 4,459,152.00	$ 2,243,229.43	2,215,922.57	$ 2,175,293.47	67,935.96

Baker County School Board

Revenue and Expenditure Report - ESSER III

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	1,887,672.24	1,865,318.29
State - R3300-3399	-	-
Local - R3400-3499	-	-
Other/Transfers	-	-
	1,887,672.24	1,865,318.29

Expenditures	Current Year Budgeted Expenditures	Current Year Actual Expenditures	Difference	Prior Year 31-Mar-24 Actual Exp.	Difference (Current - Prior)
K-12 Instruction - Function 5000-5900	$ 731,979.87	$ 728,561.26	3,418.61	$ 987,079.50	(258,518.24)
Pupil Personnel Services - Function 6100	56,764.63	56,764.63	-	193,179.26	(136,414.63)
Instructional Media Services - Function 6200	-	-	-	8,612.00	(8,612.00)
Instruction & Curriculum Development Services - Function 6300	-	-	-	11,303.24	(11,303.24)
Instructional Staff Training Services - Function 6400	12,296.56	11,338.77	957.79	52,557.58	(41,218.81)
Instructional Related Technology - Function 6500	-	-	-	3,229.50	(3,229.50)
School Board - Function 7100	-	-	-	-	-
General Administration - Function 7200	14,111.03	12,981.49	1,129.54	2,153.00	10,828.49
School Administration - Function 7300	4,006.91	4,006.91	-	32,783.85	(28,776.94)
Facilities Acquisition & Construction - Function 7400	395,584.44	378,810.67	16,773.77	1,441,215.67	(1,062,405.00)
Fiscal Services - Function 7500	-	-	-	59,928.96	(59,928.96)
School Food Services - Function 7600	-	-	-	38,177.67	(38,177.67)
Central Services - Function 7700	-	-	-	3,767.76	(3,767.76)
Pupil Transportation Services - Function 7800	643,054.66	643,054.66	-	758,500.00	(115,445.34)
Operation of Plant - Function 7900	29,874.14	29,799.90	74.24	48,442.50	(18,642.60)
Maintenance of Plant - Function 8100	-	-	-	8,612.00	(8,612.00)
Administrative Technology Services - Function 8200	-	-	-	2,153.00	(2,153.00)
Community Services - Function 9100	-	-	-	-	-
Debt Service - Function 9200	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
	$ 1,887,672.24	$ 1,865,318.29	22,353.95	$ 3,651,695.49	(1,786,377.20)

Baker County School Board

Revenue and Expenditure Report - ARP - Other Relief

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	7,967.98	7,029.34
State - R3300-3399	-	-
Local - R3400-3499	-	-
Other/Transfers	-	-
	7,967.98	7,029.34

Expenditures	Current Year Budgeted Expenditures	Current Year Actual Expenditures	Difference	Prior Year 31-Mar-24 Actual Exp.	Difference (Current - Prior)
K-12 Instruction - Function 5000-5900	$ 661.66	$ 610.00	51.66	$ 86,937.21	(86,327.21)
Pupil Personnel Services - Function 6100	600.00	599.46	0.54	2,273.18	(1,673.72)
Instructional Media Services - Function 6200	-	-	-	-	-
Instruction & Curriculum Development Services - Function 6300	-	-	-	24,151.99	(24,151.99)
Instructional Staff Training Services - Function 6400	4,668.29	4,287.55	380.74	2,280.25	2,007.30
Instructional Related Technology - Function 6500	-	-	-	-	-
School Board - Function 7100	-	-	-	-	-
General Administration - Function 7200	840.43	334.73	505.70	-	334.73
School Administration - Function 7300	-	-	-	-	-
Facilities Acquisition & Construction - Function 7400	-	-	-	-	-
Fiscal Services - Function 7500	-	-	-	-	-
School Food Services - Function 7600	-	-	-	-	-
Central Services - Function 7700	1,197.60	1,197.60	-	-	1,197.60
Pupil Transportation Services - Function 7800	-	-	-	-	-
Operation of Plant - Function 7900		-	-	-	-
Maintenance of Plant - Function 8100	-	-	-	-	-
Administrative Technology Services - Function 8200	-	-	-	-	-
Community Services - Function 9100	-	-	-	1,119.88	(1,119.88)
Debt Service - Function 9200	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
	$ 7,967.98	$ 7,029.34	938.64	$ 116,762.51	(109,733.17)

Baker County School Board

Revenue and Expenditure Report - PECO

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	-	-
State - R3300-3399	-	-
Local - R3400-3499	-	-
Other/Transfers	-	-
Beginning Fund Balance	614,173.68	
	614,173.68	-

	Current Year			Prior Year	
Expenditures	**Budgeted Expenditures**	**Actual Expenditures**	**Difference**	**31-Mar-24 Actual Exp.**	**Difference (Current - Prior)**
Facilities Acquisition & Construction - Function 7400	-	-	-	914,901.59	(914,901.59)
Other Financing Uses	614,173.68	-	614,173.68	-	-
Ending Fund Balance	-		-		
	614,173.68	-	614,173.68	914,901.59	(914,901.59)

Baker County School Board

Revenue and Expenditure Report - CO & DS

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	-	-
State - R3300-3399	166,000.00	5,511.08
Local - R3400-3499	-	-
Other/Transfers	-	-
Beginning Fund Balance	401,708.62	
	567,708.62	5,511.08

	Current Year			Prior Year	
Expenditures	**Budgeted Expenditures**	**Actual Expenditures**	**Difference**	**31-Mar-24 Actual Exp.**	**Difference (Current - Prior)**
Facilities Acquisition & Construction - Function 7400	567,708.62	10,000.00	557,708.62	-	10,000.00
Other Financing Uses	-	-	-	-	-
Ending Fund Balance	-		-		
	567,708.62	10,000.00	557,708.62	-	10,000.00

Baker County School Board

Revenue and Expenditure Report - LCIF (1.5 MIL)

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	-	-
State - R3300-3399	-	-
Local - R3400-3499	2,505,285.00	2,321,269.16
Other Local Revenue - R3700-3799	-	12,000.00
Other/Transfers	-	-
Beginning Fund Balance	3,267,998.53	
	5,773,283.53	2,333,269.16

	Current Year			Prior Year	
Expenditures	Budgeted Expenditures	Actual Expenditures	Difference	31-Mar-24 Actual Exp.	Difference (Current - Prior)
K-12 Instruction - Function 5000-5900	-	-	-	-	-
Facilities Acquisition & Construction - Function 7400	4,823,210.53	651,370.97	4,171,839.56	204,528.73	446,842.24
Operation of Plant - Function 7900	-	-	-	57,224.00	
Administrative Technology Services - Function 8200	-	-	-	-	
Other Financing Uses	950,073.00	-	950,073.00	-	-
Ending Fund Balance	-		-		
	5,773,283.53	651,370.97	5,121,912.56	261,752.73	389,618.24

Baker County School Board

Revenue and Expenditure Report - Impact Fees

For the Month Ending March 31, 2025

Revenues	2024-2025 Budgeted Revenues	Actual Revenues
Federal - R3200 - 3299	114,000.00	-
State - R3300-3399	-	-
Local - R3400-3499	150,000.00	66,044.16
Other/Transfers	-	-
Beginning Fund Balance	492,881.32	
	756,881.32	66,044.16

	Current Year			Prior Year	
Expenditures	**Budgeted Expenditures**	**Actual Expenditures**	**Difference**	**31-Mar-24 Actual Exp.**	**Difference (Current - Prior)**
Facilities Acquisition & Construction - Function 7400	756,881.32	-	756,881.32	-	-
Other Financing Uses	-	-	-	-	-
Ending Fund Balance	-		-		
	756,881.32	-	756,881.32	-	-

DISTRICT:
REPORT TITLE:

Baker County School Board
MARCH 2025
A/P CHECK SUMMARY

Check Number	Check Type	Payee Key	Payee Name (as it appeared on check)	Check Date	Check Amount
159819	R	REGIONS 004	REGIONS COMMERCIAL BANKCARD	03/05/2025	$ 1,862.32
159820	R	AGE OF L000	AGE OF LEARNING, INC.	03/07/2025	$ 500.00
159821	R	AKEL LOG000	AKEL LOGAN & SHAFER PA	03/07/2025	$ 1,574.17
159822	R	ALL PUBL000	ALL PUBLIC(NON-CHART.)SCHOOLS IN POLK CO.,FL	03/07/2025	$ 475.00
159823	R	ALL PUBL000	ALL PUBLIC(NON-CHART.)SCHOOLS IN POLK CO.,FL	03/07/2025	$ 2,850.00
159824	R	ALLIED I001	ALLIED INSTRUCTIONAL SERVICES, LLC	03/07/2025	$ 1,247.97
159825	R	AMAZON C001	AMAZON CAPITAL SERVICES, INC.	03/07/2025	$ 1,787.76
159826	R	BAKER CO032	BAKER COUNTY SHERIFFS OFFICE	03/07/2025	$ 8,861.83
159827	R	BAKER CO045	BAKER COMMUNITY HEALTH CENTER	03/07/2025	$ 2,650.00
159828	R	CAPITAL 002	CAPITAL ONE/WALMART	03/07/2025	$ 313.74
159829	R	CAPITAL 003	CAPITAL ONE/WALMART	03/07/2025	$ 74.48
159830	R	CAPITAL 005	CAPITAL ONE/WALMART	03/07/2025	$ 246.01
159831	R	CAPITAL 009	CAPITAL ONE/WALMART	03/07/2025	$ 92.25
159832	R	CITY ELE000	CITY ELECTRIC SUPPLY CO	03/07/2025	$ 1,992.04
159833	R	CITY OF 000	CITY OF MACCLENNY	03/07/2025	$ 15,719.53
159834	R	COAST TO000	COAST TO COAST COMPUTER PRODUCTS	03/07/2025	$ 145.00
159835	R	COKER CR000	COKER CRANE AND RIGGING INC	03/07/2025	$ 1,017.50
159836	R	CUMBERLA001	CUMBERLAND INTERNATIONAL TRUCKS OF FLORIDA	03/07/2025	$ 2,692.97
159837	R	DEPENDAB000	DEPENDABLE HEAT AND AIR COND	03/07/2025	$ 3,225.00
159838	R	FLORIDA 003	FLORIDA DEPT OF EDUCATION	03/07/2025	$ 240.00
159839	R	FLORIDA 026	FLORIDA POWER & LIGHT COMPANY	03/07/2025	$ 39,281.12
159840	R	GALLS, L000	GALLS, LLC	03/07/2025	$ 2,203.26
159841	R	GATEWAY 000	GATEWAY PEST CONTROL INC	03/07/2025	$ 775.00
159842	R	H2 REHAB000	H2 REHABILITATION SERVICES OF FLORIDA, LLC	03/07/2025	$ 1,540.00
159843	R	HARTLMAR001	HARTLEY, MARCUS R.	03/07/2025	$ 119.30
159844	R	HEALERIC000	HEALEY, RICHARD J. JR	03/07/2025	$ 4,446.00
159845	R	HOMETOWN000	HOMETOWN JOURNAL	03/07/2025	$ 160.00
159846	R	HYDE AMB000	HYDE, AMBER S.	03/07/2025	$ 56.34
159847	R	INTERSTA003	INTERSTATE BILLING SERVICES, INC	03/07/2025	$ 2,337.06
159848	R	INVO HEA002	INVO HEALTHCARE ASSOCIATES	03/07/2025	$ 7,243.02
159849	R	KENS FEN000	KENS FENCING LLC	03/07/2025	$ 1,412.67
159850	R	KENS FEN000	KENS FENCING LLC	03/07/2025	$ 3,000.00
159851	R	KENS FEN000	KENS FENCING LLC	03/07/2025	$ 1,400.00
159852	R	KENS FEN000	KENS FENCING LLC	03/07/2025	$ 7,000.00

DISTRICT:
REPORT TITLE:

Baker County School Board
MARCH 2025
A/P CHECK SUMMARY

Check Number	Check Type	Payee Key	Payee Name (as it appeared on check)	Check Date	Check Amount
159853	R	KIGHTCOU000	KIGHT, COURTLAND	03/07/2025	$ 552.25
159854	R	KIMBALL 000	KIMBALL MIDWEST	03/07/2025	$ 134.19
159855	R	L V HIER000	L V HIERS INC	03/07/2025	$ 3,837.52
159856	R	LEXISNEX001	LEXISNEXIS MATTHEW BENDER	03/07/2025	$ 506.76
159857	R	LITTLE &000	LITTLE & WILLIAMS INC	03/07/2025	$ 67,122.06
159858	R	M & B PR000	M & B PRODUCTS, INC	03/07/2025	$ 12,174.77
159859	R	MACCLENN009	MACCLENNY MOWER & SAW INC	03/07/2025	$ 457.27
159860	R	MYER DEA001	MYER, DEANNE J.	03/07/2025	$ 600.53
159861	R	MYFLEETC000	MYFLEETCENTER, SOUND BILLING	03/07/2025	$ 415.06
159862	R	NAPA AUT000	NAPA AUTO PARTS	03/07/2025	$ 348.77
159863	R	O'REILLY000	O'REILLY AUTO PARTS	03/07/2025	$ 578.92
159864	R	OFFICE D005	OFFICE DEPOT, INC	03/07/2025	$ 350.00
159865	R	PROCARE 001	PROCARE THERAPY	03/07/2025	$ 9,127.90
159866	R	QUALITY 005	QUALITY THERAPY SOLUTIONS	03/07/2025	$ 18,964.88
159867	R	RH DAVIS000	RH DAVIS OIL CO INC	03/07/2025	$ 19,623.29
159868	R	RUMBERGE000	RUMBERGER KIRK & CALDWELL PROFESSIONAL ASSOC	03/07/2025	$ 2,087.50
159869	R	SAFETY-K000	SAFETY-KLEEN SYSTEMS, INC	03/07/2025	$ 189.98
159870	R	SAM'S CL000	SAM'S CLUB DIRECT	03/07/2025	$ 245.00
159871	R	SENSKE A000	SENSKE AND SON LLC	03/07/2025	$ 72.74
159872	R	SHARE CO001	SHARE CORPORATION	03/07/2025	$ 981.39
159873	R	SOURCE 4000	SOURCE 4 SOLUTIONS LLC	03/07/2025	$ 55,146.15
159874	R	SOUTHERN006	SOUTHERN STATES NURSERIES INC	03/07/2025	$ 670.00
159875	R	SPURLKIM000	SPURLOCK, KIMBERLY	03/07/2025	$ 189.04
159876	R	SUBURBAN001	SUBURBAN PROPANE	03/07/2025	$ 645.83
159877	R	SYSCO CE000	SYSCO CENTRAL FLORIDA, INC.	03/07/2025	$ 62,710.78
159878	R	TEACHER 007	TEACHER SYNERGY LLC	03/07/2025	$ 56.90
159879	R	THE BAKE001	THE BAKER COUNTY PRESS	03/07/2025	$ 24.00
159880	R	THE BEEH000	THE BEEHIVE FOUNDRY LLC	03/07/2025	$ 6,000.00
159881	R	UNIFIRST001	UNIFIRST CORPORATION	03/07/2025	$ 423.66
159882	R	UNITED R000	UNITED RENTALS	03/07/2025	$ 9,730.61
159883	R	VERIZON 001	VERIZON WIRELESS	03/07/2025	$ 360.64
159884	R	WEBB STA000	WEBB, STACI L.	03/07/2025	$ 17.71
159886	R	BAKER CO011	BAKER CO EDUCATION FOUNDATION	03/14/2025	$ 731.50
159887	R	BAKER CO040	BAKER COUNTY SCHOOL BOARD	03/14/2025	$ 205.45

DISTRICT: **Baker County School Board**

REPORT TITLE: **MARCH 2025**

A/P CHECK SUMMARY

Check Number	Check Type	Payee Key	Payee Name (as it appeared on check)	Check Date	Check Amount
159888	R	CHARLES 001	CHARLES SCHWAB BANK 401(A)	03/14/2025	$ 8,260.77
159889	R	MIDLAND 000	MIDLAND CREDIT MANAGEMENT, INC.	03/14/2025	$ 35.89
159890	R	PRE-PAID000	PRE-PAID LEGAL SERVICES INC	03/14/2025	$ 7.97
159891	R	AMAZON C001	AMAZON CAPITAL SERVICES, INC.	03/14/2025	$ 2,904.52
159892	R	AFLAC GR000	AFLAC GROUP	03/20/2025	$ 18.38
159893	R	BAKER CO027	BAKER COUNTY SCHOOL BOARD	03/20/2025	$ 6.35
159894	R	COLONIAL002	COLONIAL LIFE & ACCIDENT INSURANCE CO	03/20/2025	$ 41.60
159895	R	FLORIDA 063	FLORIDA BLUE	03/20/2025	$ 850.08
159896	R	FLORIDA 065	FLORIDA BLUE	03/20/2025	$ 14,806.88
159897	R	THE HART000	THE HARTFORD	03/20/2025	$ 611.25
159898	R	VISION S000	VISION SERVICE PLAN (IC)	03/20/2025	$ 1,491.98
159899	R	AFLAC GR000	AFLAC GROUP	03/20/2025	$ 6,962.70
159900	R	AMERICAN003	AMERICAN FAMILY LIFE	03/20/2025	$ 1,078.94
159901	R	AMERICAN004	AMERICAN FIDELITY ASSURANCE	03/20/2025	$ 15,091.40
159902	R	BAKER CO027	BAKER COUNTY SCHOOL BOARD	03/20/2025	$ 21,163.41
159903	R	COLONIAL002	COLONIAL LIFE & ACCIDENT INSURANCE CO	03/20/2025	$ 10,849.76
159904	R	FLORIDA 063	FLORIDA BLUE	03/20/2025	$ 323,956.86
159905	R	LIBERTY 000	LIBERTY NATIONAL LIFE INS	03/20/2025	$ 1,959.22
159906	R	PET ASSU000	PET ASSURE CORP	03/20/2025	$ 158.92
159907	R	THE HART000	THE HARTFORD	03/20/2025	$ 12,225.64
159908	R	TRUSTMAR000	TRUSTMARK VOLUNTARY BENEFIT	03/20/2025	$ 635.34
159909	R	VISION S000	VISION SERVICE PLAN (IC)	03/20/2025	$ 4,450.96
159910	R	VYSTAR C001	VYSTAR CREDIT UNION	03/20/2025	$ 452.78
159911	R	WESTERN-000	WESTERN-SOUTHERN LIFE	03/20/2025	$ 120.88
159912	R	AGRICULT000	AGRICULTURAL EDUCATION SERVICES & TECHNOLOGY, INC	03/20/2025	$ 10,500.00
159913	R	AMAZON C001	AMAZON CAPITAL SERVICES, INC.	03/20/2025	$ 1,575.36
159914	R	BAKER CO001	BAKER COUNTY HIGH SCHOOL	03/20/2025	$ 5,890.00
159915	R	BAKER CO032	BAKER COUNTY SHERIFFS OFFICE	03/20/2025	$ 33,719.94
159916	R	BAKER DI000	BAKER DISTRIBUTING COMPANY	03/20/2025	$ 465.46
159917	R	CITY OF 000	CITY OF MACCLENNY	03/20/2025	$ 10,341.84
159918	R	E-CONTRO000	E-CONTROL SYSTEMS INC	03/20/2025	$ 1,612.00
159919	R	EAST COA001	EAST COAST TECHNICAL ASST CENTER	03/20/2025	$ 2,800.00
159920	R	ERNIE MO000	ERNIE MORRIS ENTERPRISES, INC	03/20/2025	$ 2,512.40
159921	R	FACTE 000	FACTE	03/20/2025	$ 150.00

DISTRICT:
REPORT TITLE:

Baker County School Board
MARCH 2025
A/P CHECK SUMMARY

Check Number	Check Type	Payee Key	Payee Name (as it appeared on check)	Check Date	Check Amount
159922	R	FDOT 001	FDOT	03/20/2025	$ 5.96
159923	R	FIVE STA001	FIVE STAR PRINTING, INC.	03/20/2025	$ 636.00
159924	R	FLORIDA 026	FLORIDA POWER & LIGHT COMPANY	03/20/2025	$ 20,736.11
159925	R	FLORIDA 052	FLORIDA LEARNING ALLIANCE INC	03/20/2025	$ 8,251.25
159926	R	FLORIDA 091	FLORIDA PEST CONTROL	03/20/2025	$ 1,497.96
159927	R	FOLLETT 018	FOLLETT HIGHER EDUCATION GROUP, LLC	03/20/2025	$ 111.74
159928	R	FREEDOM 001	FREEDOM FRESH, LLC.	03/20/2025	$ 210.25
159929	R	GAINEJOH002	GAINEY, JOHNNY C. JR	03/20/2025	$ 300.00
159930	R	GALLS, L000	GALLS, LLC	03/20/2025	$ 803.35
159931	R	GREAT AM001	GREAT AMERICA FINANCIAL SERVICES	03/20/2025	$ 4,191.25
159932	R	GRIZZLY 000	GRIZZLY INDUSTRIAL INC	03/20/2025	$ 6,490.00
159933	R	H2 REHAB000	H2 REHABILITATION SERVICES OF FLORIDA, LLC	03/20/2025	$ 1,300.00
159934	R	HAGAN AC000	HAGAN ACE HARDWARE	03/20/2025	$ 1,905.92
159935	R	HEALERIC000	HEALEY, RICHARD J. JR	03/20/2025	$ 4,392.00
159936	R	INTERSTA003	INTERSTATE BILLING SERVICES, INC	03/20/2025	$ 677.92
159937	R	KENS FEN000	KENS FENCING LLC	03/20/2025	$ 1,651.74
159938	R	M & B PR000	M & B PRODUCTS, INC	03/20/2025	$ 13,927.16
159939	R	MACCLENN009	MACCLENNY MOWER & SAW INC	03/20/2025	$ 1,524.70
159940	R	MCCRABEV001	MCCRAY, BEVERLY D.	03/20/2025	$ 38.49
159941	R	MOTION I000	MOTION INDUSTRIES	03/20/2025	$ 560.69
159942	R	NAPA AUT000	NAPA AUTO PARTS	03/20/2025	$ 141.08
159943	R	NEFEC 000	NEFEC	03/20/2025	$ 219.00
159944	R	NOTARY P000	NOTARY PUBLIC UNDERWRITERS INC	03/20/2025	$ 277.70
159945	R	OFFICE D005	OFFICE DEPOT, INC	03/20/2025	$ 457.75
159946	R	POSTMAST000	POSTMASTER	03/20/2025	$ 4,012.00
159947	R	PROCARE 001	PROCARE THERAPY	03/20/2025	$ 27,101.02
159948	R	PYRAMID 001	PYRAMIND EDUC CONSULTANTS INC	03/20/2025	$ 260.70
159949	R	QUALITY 005	QUALITY THERAPY SOLUTIONS	03/20/2025	$ 21,317.00
159950	R	RESOLUTI000	RESOLUTIONS IN SPECIAL EDUCATION	03/20/2025	$ 2,225.00
159951	R	RH DAVIS000	RH DAVIS OIL CO INC	03/20/2025	$ 18,047.45
159952	R	ROBINKAR000	ROBINSON, KAREN S.	03/20/2025	$ 29.99
159953	R	SETEL 000	SETEL	03/20/2025	$ 5,063.45
159954	R	SHERWIN-001	SHERWIN-WILLIAMS CO	03/20/2025	$ 112.73
159955	R	SOURCE 4000	SOURCE 4 SOLUTIONS LLC	03/20/2025	$ 67,790.42

DISTRICT:
REPORT TITLE:

Baker County School Board
MARCH 2025
A/P CHECK SUMMARY

Check Number	Check Type	Payee Key	Payee Name (as it appeared on check)	Check Date	Check Amount
159956	R	STEM OF 000	STEM OF NE FLORIDA LLC	03/20/2025	$ 686.00
159957	R	SYSCO CE000	SYSCO CENTRAL FLORIDA, INC.	03/20/2025	$ 72,487.21
159958	R	UNIFIRST001	UNIFIRST CORPORATION	03/20/2025	$ 350.95
159959	R	VAULT HE000	VAULT HEALTH	03/20/2025	$ 1,044.33
159960	R	VERIZON 001	VERIZON WIRELESS	03/20/2025	$ 16.74
159961	R	VOLNEBRY001	VOLNER, BRYNNE P.	03/20/2025	$ 50.51
159962	R	WEBB STA000	WEBB, STACI L.	03/20/2025	$ 31.15
159963	R	BAKER CO011	BAKER CO EDUCATION FOUNDATION	03/28/2025	$ 730.50
159964	R	BAKER CO040	BAKER COUNTY SCHOOL BOARD	03/28/2025	$ 262.75
159965	R	CHARLES 001	CHARLES SCHWAB BANK 401(A)	03/28/2025	$ 16,270.22
159966	R	MIDLAND 000	MIDLAND CREDIT MANAGEMENT, INC.	03/28/2025	$ 35.89
159967	R	PRE-PAID000	PRE-PAID LEGAL SERVICES INC	03/28/2025	$ 7.97
159968	R	AMAZON C001	AMAZON CAPITAL SERVICES, INC.	03/28/2025	$ 3,555.88
159969	R	WEX BANK000	WEX BANK	03/28/2025	$ 140.43
202400505	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 84.79
202400506	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 989.67
202400507	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 11.56
202400508	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 1,036.02
202400509	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 775.79
202400510	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 323.69
202400511	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 285.56
202400512	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 70.23
202400513	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 536.83
202400514	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 1,347.86
202400517	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 8.13
202400518	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 4.09
202400520	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 19.31
202400521	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 832.86
202400522	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 85.90
202400523	W	MCCRIMON000	MCCRIMON'S OFFICE SYSTEMS INC	03/07/2025	$ 1,029.19
202400527	W	AIRGAS U000	AIRGAS USA, LLC	03/07/2025	$ 347.75
202400528	W	THE LITT000	THE LITTLE SIGN COMPANY	03/07/2025	$ 240.00
202400529	W	MACC'S G000	MACC'S GLASS INC	03/07/2025	$ 500.00
202400530	W	CALLAGHA000	CALLAGHAN TIRES	03/07/2025	$ (245.00)

DISTRICT:
REPORT TITLE:

Baker County School Board
MARCH 2025
A/P CHECK SUMMARY

Check Number	Check Type	Payee Key	Payee Name (as it appeared on check)	Check Date	Check Amount
202400531	W	CALLAGHA000	CALLAGHAN TIRES	03/07/2025	$ 2,821.14
202400532	W	LUKE A/C000	LUKE A/C CONTRACTING INC	03/07/2025	$ 190.31
202400533	W	AIRGAS, 000	AIRGAS, INC.	03/07/2025	$ 997.32
202400534	W	AIRGAS, 000	AIRGAS, INC.	03/07/2025	$ 688.78
202400535	W	MATTHEWS000	MATTHEWS BUSES FLORIDA	03/07/2025	$ 142.75
202400536	W	MATTHEWS000	MATTHEWS BUSES FLORIDA	03/07/2025	$ 917.08
202400537	W	JONES SC000	JONES SCHOOL SUPPLY CO., INC	03/20/2025	$ 567.00
202400538	W	PRO-CHEM000	PRO-CHEM, INC	03/20/2025	$ 1,536.50
202400539	W	BCSB FED000	BCSB FEDERAL WITHHOLDING	03/14/2025	$ 78,699.88
202400540	W	BCSB FIC000	BCSB FICA	03/14/2025	$ 175,142.58
202400541	W	BCSB ANN000	BCSB ANNUITIES	03/14/2025	$ 40,848.50
202400542	W	INTERSTA002	INTERSTATE SUPPLY INC	03/20/2025	$ 1,908.00
202400543	W	INTERSTA002	INTERSTATE SUPPLY INC	03/20/2025	$ 404.68
202400544	W	THE LITT000	THE LITTLE SIGN COMPANY	03/20/2025	$ 800.00
202400545	W	BCSB FED000	BCSB FEDERAL WITHHOLDING	03/14/2025	$ -
202400546	W	BCSB FIC000	BCSB FICA	03/14/2025	$ 10.56
202400547	W	BURKINS 000	BURKINS CHEVROLET	03/20/2025	$ 12.57
202400548	W	JONES SC000	JONES SCHOOL SUPPLY CO., INC	03/20/2025	$ 669.90
202400550	W	BCSB FED000	BCSB FEDERAL WITHHOLDING	03/28/2025	$ 79,382.65
202400551	W	BCSB FIC000	BCSB FICA	03/28/2025	$ 174,589.38
202400552	W	BCSB ANN000	BCSB ANNUITIES	03/28/2025	$ 40,682.50
			TOTAL		**$ 1,812,768.49**

AGENDA ITEM NO. 9.1

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	N/A
ITEM TYPE:	Removed Routine
AGENDA SECTION:	**APPROVAL OF ITEMS FOR ACTION**
SUBJECT:	Approval of Removed Routine Items.

AGENDA ITEM NO. 9.2

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Jennifer Payne - (259-6286)
ITEM TYPE:	Out of State Travel
AGENDA SECTION:	**APPROVAL OF ITEMS FOR ACTION**
SUBJECT:	Approval of the Out of State Travel for Baker County High School Future Business Leaders of America Student Wyatt Forbes and Chaperone to Anaheim, CA on June 29, 2025 through July 2, 2025. Funding Source: Baker County High School Business Department.

ATTACHMENTS:
05.05.2025 Approval of Out-Of-State Travel for FBLA in Anaheim, CA._J.Payne.pdf

Jennifer Payne
Principal
Baker County High School
Jennifer.payne@bakerk12.org

Date: April 15, 2025

To: Superintendent Milton and Members of the Baker County School Board

Subject: Request for Out-of-State Travel for FBLA Student Wyatt Forbes

Dear Superintendent Milton and School Board Members,

I am writing to formally request approval for out-of-state travel for Wyatt Forbes, a student at Baker County High School, to attend the Future Business Leaders of America (FBLA) National Leadership Conference in Anaheim, California. The event will take place from June **29, 2025, through July 2, 2025.**

Wyatt recently earned **fourth place** in a regional FBLA competition, an outstanding accomplishment that qualified him for this prestigious national event. We are proud to support his continued growth and leadership development through this opportunity.

Wyatt will be accompanied by his grandmother, who will serve as his chaperone for the duration of the trip. All travel and lodging expenses for Wyatt will be fully funded by the Baker County High School Business Department.

We respectfully request the Board's approval for this educational and leadership-focused out-of-state travel experience.

Thank you for your support of our students and their pursuit of excellence.

Sincerely,

Jennifer Payne
Principal
Baker County High School

AGENDA ITEM NO. 9.3

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Naomi Anderson - (259-0300)
ITEM TYPE:	Property
AGENDA SECTION:	**APPROVAL OF ITEMS FOR ACTION**
SUBJECT:	Approval to De-authorize and Dispose of Itemized Property on Legacy Elementary School's Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)

ATTACHMENTS:
05.05.2025 Approval of the Removal of Inventory Items at LES_N.Anderson.pdf

BAKER COUNTY SCHOOL DISTRICT
Committed to Excellence

Legacy Elementary School
1 Lion's Den Drive
Macclenny, FL 32063
(904) 259-0300
www.bakerk12.org

Wyatt Milton, Superintendent

April 15, 2025

RE: Removal of Property Numbers

To Whom It May Concern,

This letter is to request removal of the two following inventory items that are no longer in use. These items were originally transferred from Keller Intermediate School to Legacy Elementary School, and are obsolete or have been damaged beyond repair.

11805- 24 x 48 Workstation
20098- Elmo

Thank you for your attention and consideration in this matter. If you have any other questions, please call me at (904) 259-0300.

Sincerely,

Naomi Anderson
Principal

Tiffany McInarnay, District 1 | Jack Baker, Jr., District 2 | Clayton Lyons, Jr., District 3 | Mandi Canaday, District 4 | Amanda Hodges, District 5
"Preparing individuals to be lifelong learners, self-sufficient, and responsible citizens of good character"
DISTRICT SCHOOL BOARD MEMBERS

AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION

AGENDA ITEM NO. 9.4

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE: May 5, 2025

SUBMITTED BY: Teri Ambrose - (259-0418)

ITEM TYPE: Property

AGENDA SECTION: **APPROVAL OF ITEMS FOR ACTION**

SUBJECT: Approval to De-authorize and Dispose of Itemized Property on Baker County School District Office's Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)

ATTACHMENTS:
05.05.2025 Approval of the Removal of Inventory Items at the District Office_T.Ambrose.pdf

BAKER COUNTY SCHOOL DISTRICT
Committed to Excellence

Finance and Support Services
392 South Boulevard East
Macclenny, FL 32063
(904) 259-0449
www.bakerk12.org

Wyatt Milton, Superintendent

DATE: April 18, 2025

TO: Wyatt Milton, Superintendent

FROM: Teri Ambrose
Executive Director for Support Services

RE: REMOVE OBSOLETE/BROKEN PROPERTY ITEMS FROM INVENTORY

Please request Board approval to remove the following item from the property inventory system. This item has reached the end of its useful life and is fully depreciated. This item will be properly disposed of following State and Federal guidelines.

Asset Tag No.	Description
21391	Lenovo Laptop

If you have any questions, please let me know. Thank you for your assistance in this matter.

AGENDA ITEM NO. 9.5

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Teri Ambrose - (259-0418)
ITEM TYPE:	Property
AGENDA SECTION:	**APPROVAL OF ITEMS FOR ACTION**
SUBJECT:	Approval to Donate Surplus Computer Hardware to Glen Baptist Church to Support the Reunification Site in the Event of an Emergency.

ATTACHMENTS:
05.05.2025 Approval to Donate Surplus Computer Hardware to Glen Baptist Church_T.Ambrose.pdf

BAKER COUNTY SCHOOL DISTRICT
Committed to Excellence

Finance and Support Services
392 South Boulevard East
Macclenny, FL 32063
(904) 259-0449
www.bakerk12.org

Wyatt Milton, Superintendent

April 16, 2025

Mr. Wyatt Milton, Superintendent
Baker County School District
270 South Boulevard East
Macclenny, Florida 32063

RE: COMPUTER HARDWARE DONATION TO GLEN BAPTIST CHURCH

Dear Mr. Milton,

I would like to request Board approval to donate surplus computer hardware, specifically network switches and access points, to Glen Baptist Church.

Glen Baptist Church has generously agreed to serve as the school district's designated reunification site in the event of an emergency. This donation will enhance our ability to manage critical communications and ensure the safety of students, parents, and staff during such situations.

The equipment being donated is no longer required for district use, and its deployment at the reunification site will significantly support our operational preparedness and emergency response capabilities.

Please feel free to contact me with any questions or if additional information is needed. Thank you for your time and consideration of this request.

Sincerely,

M. Teri Ambrose
Executive Director of Finance and Support Services

AGENDA ITEM NO. 9.6

Item Cover Page

SCHOOL BOARD MEETING (OPEN TO THE PUBLIC) AGENDA ITEM REPORT

DATE:	May 5, 2025
SUBMITTED BY:	Thomas Hill - (259-0429)
ITEM TYPE:	Contract
AGENDA SECTION:	**APPROVAL OF ITEMS FOR ACTION**
SUBJECT:	Approval of the 2025 - 2026 Contract Between Baker County School Board and Frontline Education.

ATTACHMENTS:
05.05.2025 Approval of the 2025-2026 Contract with Frontline Education_T.Hill.pdf

BAKER COUNTY SCHOOL DISTRICT
Committed to Excellence

Office of Human Resources
270 South Boulevard East
Macclenny, FL 32063
(904) 259-6251
www.bakerk12.org

Wyatt Milton, Superintendent

April 23, 2025

Mr. Wyatt Milton, Superintendent of Schools
Baker County School Board Members
270 South Boulevard East
Macclenny, FL 32063

Dear Superintendent Milton and School Board Members:

The purpose of this letter is to request School Board approval of the attached contract between the Baker County School Board and Frontline Education.

Please do not hesitate to contact me with any questions that you may have about this contract.

Sincerely,

Thomas Hill
Associate Superintendent of Human Resources
(904) 259-0429

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

Customer:	Order Form Details:
Baker County Public Schools 392 SOUTH BLVD E MACCLENNY, Florida, 32063-2799 United States	**Pricing Expiration:** 5/09/2025 **Quote Currency:** USD **Account Manager:** Madie Moburg
Contact: Tiffany McInarnay	**Startup Cost Billing Terms:** One-Time, Invoiced after signing
Title: School Board President	**Subscription Billing Frequency:** Annual
Phone:	**Sale Type:** New
Email: tiffany.mcinarnay@bakerk12.org	**Initial Term:** 5/06/2025 - 6/30/2026

Pricing Overview	Amount
One-Time Fees	**$6,300.00**
Annual Recurring Fees	**$11,999.77**
(Initial Term Prorated Fees)	**$1,841.06**

One-Time Fees Itemized Description	Quantity	Amount (each)	Amount
Frontline Implementation	1	$6,300.00	$6,300.00

Annual Recurring Fees Itemized Description	Subscription Start	Subscription End	Amount
(Absence & Substitute Management, unlimited usage for internal employees Prorated Term)	5/06/2025	6/30/2025	$1,841.06
Absence & Substitute Management, unlimited usage for internal employees	7/01/2025	6/30/2026	$11,999.77

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

Additional Order Form Information

Tax Information

Tax Exemption: Your order may be eligible for a tax exemption. Please ensure we have the most recent tax exemption form on file. Please send your completed exemption form to salestax@frontlineed.com. Otherwise, the appropriate tax will be applied at the time of invoicing.

PO Information

PO Status: Purchase order not required by customer

PO #:

Note: If a Purchase Order is required, Customer shall submit the PO to Frontline within ten (10) business days of signing this Order Form by emailing it to billing@frontlineed.com, otherwise a PO shall not be required for payment

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

Invoicing Schedule	Due Date	Amount
Invoice: One Time	**Upon Signing**	**$6,300.00 + applicable sales tax**
Frontline Implementation		$6,300.00
Invoice: Prorated	**6/05/2025**	**$1,841.06 + applicable sales tax**
Absence & Substitute Management, unlimited usage for internal employees		$1,841.06
Invoice: Annual	**7/31/2025**	**$11,999.77 + applicable sales tax**
Absence & Substitute Management, unlimited usage for internal employees		$11,999.77

550 E. Swedesford Road, Suite 360, Wayne, PA 19087

MASTER SERVICES AGREEMENT

This Master Services Agreement is made effective as of the date of the signature below (the "Effective Date") by and between Frontline Technologies Group LLC dba Frontline Education, its subsidiaries and affiliates with an address at 550 E. Swedesford Road, Suite 360, Wayne, PA 19087 (collectively "Frontline"), and the client identified below ("Client"). Frontline and Client are sometimes referred to herein, individually, as a "Party" and, collectively, the "Parties."

By signing below, the Parties agree to be legally bound by the terms and conditions contained in the Frontline Master Services Agreement ("Master Services Agreement", which is available at https://www.frontlineeducation.com/master-services-agreement/ and is incorporated herein by reference. The attached Order Form, exhibits (if any), Statements of Work and the referenced Master Services Agreement are collectively the "Agreement". To place orders subject to this Agreement, at least one Order Form (as defined in the Master Services Agreement) must be incorporated into this Agreement. Client may make future purchases of products and services from Frontline (and its subsidiaries and affiliates) under this Master Services Agreement by executing an Order Form and any future Order Forms without an attached or referenced Master Services Agreement will be deemed subject to this Master Services Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the Parties with respect to the Software and the Services set forth herein and any other software, products or other services provided by Frontline or any of its affiliates or predecessors prior to the Effective Date. For the avoidance of doubt, this Agreement supersedes any and all prior oral or written communications, proposals, RFPs, contracts, and agreements (including all prior license and similar agreements) and the Parties hereby terminate any such agreements. In the event of a conflict between the provisions of the Terms and Conditions and the provisions of any Statement of Work or any Order Form or any Order Form Terms and Conditions, the provisions of the Statement of Work or Order Form or Order Form Terms and Conditions, as applicable, shall govern, but only with respect to the services forth in the Statement of Work or that particular Order Form.

Frontline Technologies Group LLC dba Frontline Education	**Baker County Public Schools**
Signature: Brent A. McCr	Signature:
Name: Brent A. McCracken	Name:
Title: VP & Controller	Title:
Address: 550 E. Swedesford Road, Suite 360 Wayne, PA 19087	Address: 392 SOUTH BLVD E MACCLENNY, Florida 32063-2799
Email: billing@frontlineed.com	Email:
Effective Date: April 23, 2025	

EXHIBIT "A" ADDENDUM

This Addendum and the following modifications ("Addendum") are hereby incorporated into the attached Agreement, and shall be binding on the signatory Parties. To the extent any terms and conditions between the Agreement and this Addendum conflict, the Addendum's terms and conditions shall supersede any conflicting terms and conditions of the Agreement, and the terms and conditions of the Addendum shall be binding and shall be controlling on the Parties.

Section I.

A. All references to "Contractor" herein shall be deemed to refer to the party(ies) who have entered into the agreement with the Baker County School Board ("Board") to which this attachment is affixed.

B. The terms contained herein shall prevail over any contrary or incompatible term within the attached agreement.

Section II.

A. **Level II Background Check** – Any individual providing services under this agreement who will (1) be at a school when students are present; (2) have direct contact with students; or (3) have access to or control of school funds shall have a Level II background check submitted through the Board. The Contractor shall be required to pay for all costs of the background reports. If it is discovered during the period of the agreement that Contractor substituted an unapproved individual for an approved individual for purposes of this agreement, then the agreement may be cancelled immediately by Board.

Section III.

A. **Indemnification -** The Board shall indemnify and hold harmless Contractor from and against any and all third party claims, suits, actions, damages, or causes of action arising out of the negligent acts of the Board or its employees arising out of or in connection with the provisions of this agreement, up to the limits on liability prescribed in Section 768.28, Florida Statutes, including $200,000.00 per claimant and $300,000.00 per occurrence. Contractor agrees to indemnify and hold harmless the Board and its employees from and against any and all liability or third party claims for damages of any kind whatsoever resulting from negligent acts, intentional acts, or failure to act on the part of Contractor arising out of or in connection with the provisions of this agreement.

B. **Sovereign Immunity** – Except for as expressly provided in this agreement and Section 768.28, Florida Statutes, the Board does not waive its sovereign immunity.

Section IV.

A. **Governing Law and Venue -** This agreement shall be governed by and construed in accordance with the laws of the State of Florida. The parties agree that the county and circuit courts in the Eighth Judicial Circuit, Baker County, Florida and the United States District Court for the Middle District of Florida – Jacksonville Division shall have exclusive jurisdiction to enforce the terms of this agreement. Venue for any disputes shall exclusively lie in the state and federal courts for Baker County, Florida**.**

Section V.

A. Public Records – To the extent applicable to Contractor, Contractor shall comply with the requirements of Florida's Public Records law. In accordance with Section 119.0701, Florida Statutes, Contractor shall:

1. Keep and maintain public records required by the Board to perform the service.

2. Upon request from the Board's custodian of public records, provide the Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided under Florida's Public Records law or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to the Board.

4. Upon completion of the agreement, transfer, at no cost, to the Board all public records in possession of the Contractor or keep and maintain public records required by the Board to perform the service. If the Contractor transfers all public records to the Board upon completion of the agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Board, upon request from the Board's custodian of public records, in a format that is compatible with the information technology systems of the Board.

5. **If Contractor has questions regarding the application of Chapter 119, Florida Statutes, to Contractor's duty to provide public records relating to this Contract, Contractor shall contact the Custodian of Public Records at:**

   Felicia D. Raulerson
   Executive Secretary
   Baker County School Board
   270 South Boulevard East
   Macclenny, FL 32063
   (904) 259-0401
   felicia.raulerson@bakerk12.org

6. In the event the Board must initiate litigation against Contractor in order to enforce compliance with Chapter 119, Florida Statutes, or in the event of litigation filed against the Board because Contractor failed to provide access to public records responsive to a public record request, the public agency shall be entitled to recover all costs, including but not limited to reasonable attorneys' fees, costs of suit, witness fees, and expert witness fees expended as part of said litigation and any subsequent appeals.

Section VI.

A. **E-Verify** – To the extent Section 448.095, Florida Statutes, applies to Contractor, Contractor shall use the U.S. Department of Homeland Security's E-Verify system, https://e-verify.uscis.gov/emp, to verify the employment eligibility of all employees **hired on or after January 1, 2021** during the term of this agreement.

1. Subcontractors

(i) Contractor shall also require all subcontractors performing work under this agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.

(ii) Subcontractors shall provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by Section 448.095, Florida Statutes.

(iii) Contractor shall provide a copy of such affidavit to the Board upon receipt and shall maintain a copy for the duration of the agreement.

B. Contractor must provide evidence of compliance with Section 448.095, Florida Statutes, by the date of execution of this agreement. Evidence may consist of, but is not limited to, providing notice of Contractor's E-Verify number.

C. Failure to comply with this provision is a material breach of the agreement, and Board may choose to terminate the agreement at its sole discretion. Contractor may be liable for all costs associated with Board securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs, if necessary.

Section VII.

A. **Affidavit Regarding the Use of Coercion for Labor and Services** – If Contractor is not a governmental entity, then Contractor shall execute the Board's "**Affidavit Regarding the Use of Coercion for Labor and Services"** and provide a copy to the Board no later than the time of execution of the agreement by the Contractor.

Section VIII.

A. **Force Majeure** - Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this agreement if and to the extent that such party's performance under this agreement is render impossible, impractical, or prevented by reason of force majeure. For purposes of this agreement, the term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; labor disputes; civil disorders; fires; floods; hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the agreement's term.

Section IX.

A. **Student Data** - If Contractor meets the definition of "Operator" in Section 1006.1494, Florida Statutes, then the parties shall enter into a Data Privacy Agreement prior to any "Covered Information," as defined in Section 1006.1494, Florida Statutes, being provided to Contractor.

Section X.

A. **Federally Funded Agreement** – If this agreement is paid by the Board using federal funds, then the terms contained in the attached "Baker County School Board Federal Contract Addendum," based off of the requirements of 2 Code of Federal Regulations 200, Title 2, shall govern this agreement.



Brent A. McCracken, VP & Controller

Signature of Authorized Contractor Representative

April 23, 2025

Date

State of Florida

Affidavit Regarding the Use of Coercion for Labor and Services

Nongovernmental Entity's Name: Frontline Technologies Group LLC dba Frontline Education

Nongovernmental Entity's FEIN: 46-5125936

Authorized Representative Name and Title: Brent A. McCracken, VP & Controller

Address: 550 E. Swedesford Road Suite 360

City: Wayne State: PA. ZIP: 19087

Phone Number: 866-504-8222

Email Address: billing@frontlineed.com

Section 787.06(13), Florida Statutes, requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute. The Baker County School Board is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of the company above, I certify that the company identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited anddefined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

By: B.A. McC

AUTHORIZED SIGNATURE

Print Name and Title: Brent A. McCracken, VP & Controller

Date: April 23, 2025



Frontline Education

Implementation Services

frontline education™

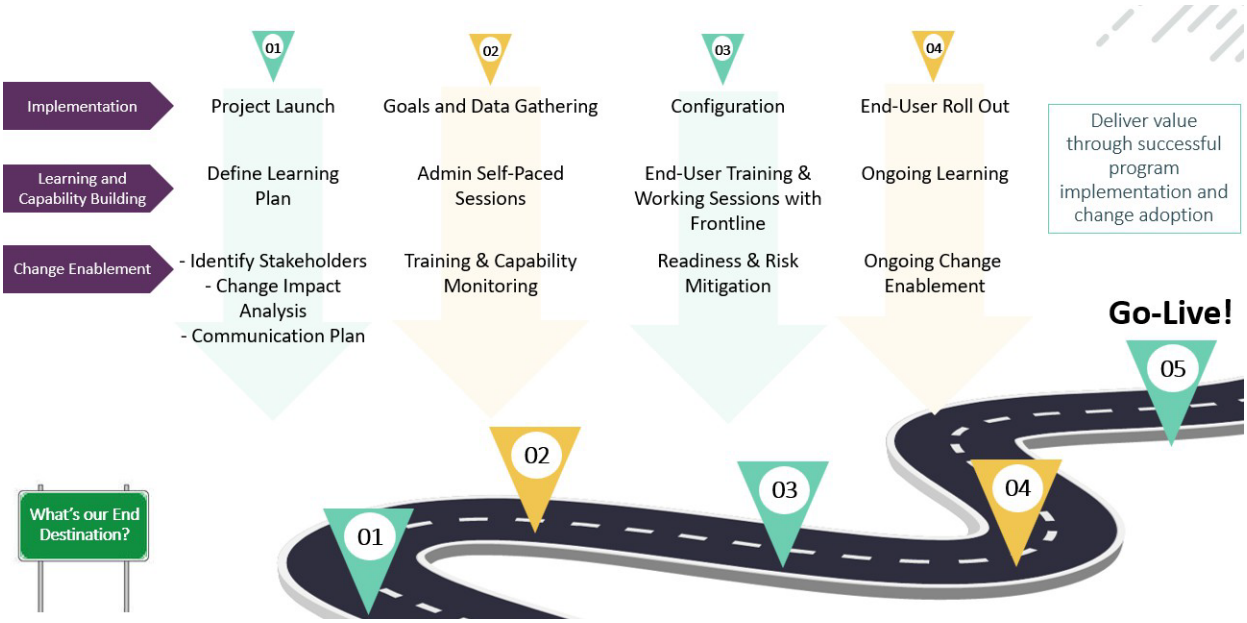
Contents

Introduction 3
Project Governance 3
Project Planning 3
Governance Objectives 4
Project Governance Methodology 4
Risk & Issue Management 4
Project Team – Roles & Responsibilities 4
Frontline - Executive Sponsor 4
Frontline - Project Manager 4
Frontline - Implementation Consultants 5
Frontline – Strategic Consultants 5
Client - Executive Sponsor 5
Client - Project Manager 5
Client - Implementation Process Owners 6
Client - Functional and Subject Matter Experts 6
Client - System Administrator(s) 6
Client - IT Department 7
Scope of Work 7
Overall System Configuration 7
Project Timelines 8
Project Scope Changes - Change Orders 9
Steps to the Change Order Process: Project Scope Change Request Form 9
Assumptions 9
Completion Criteria 9

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

Introduction

Frontline Education offers a complete customer experience, with professional resources to collaborate with your project team during the implementation. Frontline uses a three-part method to provide a lasting solution that helps Clients achieve their strategic objectives.



Implementation: Frontline will collaborate with the Client leadership and project personnel to grasp the strategic objectives of the project. Client will apply Frontline proven methods for carrying out the solution whenever feasible.

Learning & Capability Building: Frontline provides a mixed learning approach for clients. By combining independent learning and interactive working sessions, Frontline has an effective way of making sure the successful enablement of Clients.

Change Enablement: With all changes, it is necessary to manage that change effectively within your organization. Frontline offers a Change Management plan for their Clients to successfully communicate, manage, and monitor the adoption of the Frontline system.

Project Governance

Project Planning

Frontline understands that effective project planning lays the foundation for a successful implementation and is vital to reducing risk. We develop detailed project plans for every implementation that establish objectives and outcomes with a clear schedule of deliverables for both Frontline and client stakeholders for each stage of the project.

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

Upon initiation of the project, Frontline will work with the Client project leaders and other key stakeholders to identify and document all key project components and project team members. As detailed below, various stakeholder and work groups will be established and will work collaboratively to refine and finalize project plans for each program component including all timelines and milestones.

Governance Objectives

A strong governance structure overlays roles and responsibilities to the project management plan, providing complete transparency regarding who will do what and when. Frontline has embedded procedures within our implementation methodology, so that defined controls alert the key stakeholders if problems arise or if scheduled targets are missed. Having this risk management capability, at the highest levels of the project, provides assurance that there is a system of checks and balances, and that the teams are meeting expectations.

Project Governance Methodology

Our team will provide ongoing monitor and control activities and deliverables for the duration of the project to keep the project on track. These activities provide a view into the health and progress of the project so that management can take effective, efficient, and timely actions when the project's performance deviates from the plan or when a proactive measure to manage risks is required.

Risk & Issue Management

The Risk and Issue Management Plan processes help to identify risks to the project, how those risks may be responded to and how mitigation plans can be outlined and controlled. Examples of risk include loss of a critical resource, technology changes, dependence on a third party, project sponsorship or management changes.

Project Team – Roles & Responsibilities

A strong Project Team will be integral to the successful management of this project. The team structure will align appropriate levels of Frontline managers and consultants to your management team and staff in a manner proven effective in other large-scale implementation projects.

Frontline's recommended team structure - outlined below - identifies the type of personnel that are commonly involved with the project. It should be anticipated that other personnel will be involved based on the client organizational structure and on an ad-hoc basis to provide specific insights, knowledge or support as the project moves through its different phases.

Frontline - Executive Sponsor

The Client will be assigned an Executive Sponsor – from the Frontline executive leadership team – to liaise with your senior leadership, act as project champion, and drive overall success of the program.

The Executive Sponsor will provide focus and oversight to the project while building the executive relationship between Client and Frontline and will participate in Executive Steering Committee meetings to review project progress, and significant risks and issues as needed.

Frontline - Project Manager

An implementation project management resource will be assigned to coordinate all planning, communication, scheduling, risks, project reporting and ensure project success.

- Acting as the day-to-day point of contact for the Client project team to ensure on-time delivery of the Frontline project deliverables
- Managing the implementation project plan and project dashboard for ongoing project status reporting, and conducting recurring Project Status Meetings

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

- Partnering with Client project team to track risks, issues, action items, and key project decisions
- Managing and tracking project scope change requests
- Partnering with the Client project team to develop on the training schedule and change management plan

Frontline - Implementation Consultants

Implementation consultants will provide subject matter expertise and will serve as the primary point of contact for all functional and system configuration work, lead consulting and training activities, as well as become the primary means of support during the initial go-live period.

Implementation Consultants responsibilities include:

- Partnering with Client in conducting Discovery and Requirements Gathering sessions
- Conducting configuration, consulting, training, and work sessions as defined by the project plan
- Review data templates with the client and explain expected data.
- Partner with the client and provide consistent and timely validation of the data provided to ensure it meets the minimum requirements for import.
- Provide data errors in an organized format, indicating which data points are non-compliant and require additional review/correction.
- Online training and consultation will be provided to show the client how to maintain data on an ongoing basis after the initial import.
- Partnering with the Client project team to perform unit testing and UAT as defined by the project plan
- Providing support following go-live and transition to Frontline Support through the Support Handoff meeting

Frontline – Strategic Consultants

Strategic Consultants engage in multi-solution implementations. The Strategic Consultant will work with the Client to determine strategic goals for the Frontline solution, review current processes for redundancy and waste, and make strategic process driven recommendations to achieve overall district objectives.

Client - Executive Sponsor

The Executive Sponsor provides focus and oversight to the project while building the executive relationship between Client and Frontline, ideally Superintendent, Assistant Superintendent of HR, CFO, etc.
The Executive Sponsor will work with all relevant parties to expedite and resolve issues that require the highest executive level involvement, such as contract amendments and scope adjustments. The Executive Sponsor will serve as project champions to promote the visibility and credibility of the Program.

- Provides leadership and promotes project goals within organization ensuring necessary resources are available
- Participates in Executive Sponsor meetings with Frontline Executive Sponsor/Steering Committee to review project progress, and significant risks and issues as needed
- Serves as a point of escalation beyond the Client Project Manager, if needed.
- Promotes Organizational Change Management in support of project success

Client - Project Manager

The Client Project Manager will oversee the implementation and execution of all project-related activities, while ensuring the successful completion of each phase and related activities to reach the project milestones successfully.

Additional responsibilities include:

- Acts as the primary project contact responsible for client-side communications, scheduling, deliverable tracking and advancing the project according to plan

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

- Works collaboratively with Frontline Project Manager to ensure that the project remains on track and risks are identified and mitigated early
- Ensures timely completion of Client project tasks and action items as identified by Project Plan
- Partners with Frontline Project Manager and project teams to track risks, issues, action items, and key project decisions., and works collaboratively with the Frontline Program Director to mitigate risks and resolve issues
- Partners with Frontline Project Manager on Project Change Management Plan, cascading project communications to the Executive Sponsor, Client project team and project stakeholders
- Partners with Frontline Project Manager on training schedule, identifying attendees, availability, and attendance for training sessions

Client - Implementation Process Owners

Working closely with the Frontline Implementation Consultants, the business process experts will be responsible for the following:

- Define organizational policies and answering policy-based questions and or clarifications
- Understands business requirements and can provide guidance about the future direction of the business area
- Responsible for identifying business impacts and deciding on configuration options in a timely manner
- Provides and coordinates functional support after the project go-live

Client - Functional and Subject Matter Experts

Working closely with the Frontline Implementation Consultants the subject matter experts will be responsible for the following:

- Provide specialist business process knowledge
- Responsible for configuration decisions and execution of test scenarios
- Ensure configuration and supports business impacts review
- Responsible for data validation

Client - System Administrator(s)

Working closely with the Frontline Implementation Consultants the system administrators will be responsible for the following:

- Responsible for day-to-day operations, upkeep of system, and user management.
- Create/edit/delete new records, packets, and forms
- Sending/tracking/completing forms
- It is necessary to include functional area system owners (e.g., recruiting, hiring and onboarding, compensation, time and attendance, etc.) who can define current policies, processes, and business needs
- Timely completion of project tasks and action items in support of the project plan and schedule
- Partners with IT Department and Frontline Consultant to verify data imports and data exchange
    - Provide named resource(s) responsible for data extraction.
    - Data must be provided using Frontline's standard templates.
    - The client will extract the data in the format requested, or work with their current vendor to extract the data.
    - If the client cannot generate the data based on the specification, there is no guarantee that Frontline Education staff will be able to import it.
    - It is the responsibility of the client to have reviewed the content of the data before sending to Frontline.
    - The district will work with Frontline Education to map any data that does not match a dropdown/look-up value in Frontline.
    - Any data transformation will be the responsibility of the client. This includes merging data sets, reformatting data, breaking apart or combining fields or removal of duplicate records.

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

- Once the data has been imported, the client will review the data as it exists in the system for accuracy If any discrepancies are found between what was sent and what was imported, Frontline will research and provide resolution or feedback. Once the data imported is deemed accurate, the client will provide sign-off.

Client - IT Department

Working closely with the Frontline Team the Client technical team will system administrators will be responsible for the following:

- Maintain user access, security, and workflow
- Ensure Frontline Education domains/IP addresses have been incorporated into any firewalls and/or spam filters
- Responsible for updating whitelist from Frontline
- Provide technical support in instances where local network/technology configurations impact usage of our solutions
- Engage with 3rd party vendor and manage the relationship for data transfers
- Work with the 3rd party vendor directly to provide Frontline with clearly defined specifications for data files
- Act as "subject matter expert" for all data content questions from Frontline representatives.
- Coordinate testing of files with the 3rd party vendor.
- Provide any SFTP credential information back to the vendor or facilitate the transfer of the data directly to the vendor.
- Subject Matter Expert for the implementation – including requirements, testing and go-live Support (as needed)

Scope of Work

Overall System Configuration

System configuration is accomplished through a blended approach of pre-configuration, Frontline Education configuration services, and Client configuration activities.

The system is collaboratively designed and built out over the course of multiple configuration calls and follow up actions. Natural spaces are planned in the project cadence for review and acceptance of configuration for individual data elements and pieces of functionality. Reference materials with step-by-step walk throughs are provided to help validate system is functioning to accomplish desired goals. Final User Acceptance Testing materials are provided to help both the Frontline and Client project teams walk through and ensure integrity of system configuration as planned.

Frontline Solution	Configuration Scope	Client to Provide
Frontline Absence Management	Employee Type: Frontline will import up to (500) employee types. School: Frontline will import up to (100) School locations. Absence Reasons: Frontline will import up to (50) absence reasons. Skills: Frontline will import up to (100) Must Have Skills. Permissions: Frontline will configure all administrative users with best practice default permissions. Pay Codes: Frontline will import Pay Codes required for payroll interfacing. Account Codes: Frontline will import Account Codes required for payroll interfacing. Data Imports: (1) Initial data import to include data listed below. After each data import, data must be maintained/updated/added manually in Frontline until the system is live (dual maintenance).	☐ User demographic data ☐ Employee FTEs and work schedules ☐ Leave policies ☐ Absence approval workflow ☐ School calendars ☐ Current Leave Entry examples

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

	○ (1) import of Employee Types ○ (1) import of Schools ○ (1) import of Absence Reasons ○ (1) import of Must Have Skills ○ (1) import of Employee information and permissions ○ (1) import of Substitute information and permissions ○ (1) import of Campus User information Data Excluded: ○ Historic data conversion, including inactive employees, past absences ○ Import of future absences created in another tool/system/process Reporting: All tables in Frontline are exportable (Excel or CSV). (15) standard reports included. Client may create additional ad hoc reporting with "Report Writer" utility. Data Transfer: Data Transfer abilities are available in Frontline Solutions. Frontline will set up (1) data transfer which is setup as either a flat file transfer or an export/import into an applicable vendor system. Specific examples of configurable Data Transfer types include: ○ (1) established HRIS/Payroll extract report. ○ For a complete list of our vendor partners, please refer to: https://www.frontlineeducation.com/Partners/Find_a_Partner	

Project Timelines

Based on Frontline experience with Implementing the solution, below is a high-level estimated project timeline and order of implementation. After the Kickoff call, the Frontline project team will work with the Client to finalize an agreed upon timeline and order of importance based on Client goals.

Client should be thinking about various scenarios that may impact the timeline and be prepared to share with the Frontline project team during Kickoff. Examples are:

- School vacation weeks – Client project staff unavailable to work on the project
- Planned leave of absences for Client project staff
- Availability of Client project staff during contract renewal season, back-to-school staffing season, etc.…
- The availability of resources to work on each solution - is it possible to run them at the same time since there are different project leads for each implementation, or are there project leads who would handle more than one of the implementations

Frontline will Kick off the overall project within (14) days of contract signature.

Solution	Standard Duration
Recruiting & Hiring Kickoff – Go Live	12 weeks
Frontline Central Kickoff – Go Live	10 weeks
Absence Management Kickoff – Go Live	9 weeks
Time & Attendance Kickoff – Go Live	9 weeks
Employee Evaluation Management Kickoff – Go Live	7 weeks
Professional Learning Management Kickoff – Go Live	6 weeks
HRMS Kickoff – Go Live	6 months
HCA Kickoff – Go Live	2 weeks

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

Project Scope Changes - Change Orders

Frontline shall perform the services specified in this SOW. Any other services or changes identified by the parties will require a duly executed Change Order. If the parties mutually agree to change this SOW, then, Frontline will create a Change Order documenting the change in Statement of Work, additional (or exchanged) services to be delivered and resources required, any changes to the project plan and/or deliverable dates (if applicable), and additional estimated fees (if applicable).

Both parties must properly execute the Change Order before any resources will be assigned or any additional/changed services will be performed.

Reasons for the execution of a Change Order include but are not limited to, any of the following changes to scope:

- Request to delay the Planned Go Live, 30 days or more from the original date
- Changes to the requirements once Discovery has been signed off and Configuration has begun
- Changes to decisions made by the Client that require rework or otherwise affect deliverables
- Changes to client team leading to the need for a pause in implementation, additional training, rework and/or changes to requirements

Steps to the Change Order Process: Project Scope Change Request Form

- Identify the change of scope
- Document the change
- Scope the change and quote
- Submission to Frontline and Client Executive Sponsors
- Executive Sponsor review
- Executive Sponsor approval / denial

Assumptions

- Frontline Education and Client will provide consistent, named resources to fill project roles throughout project timeline.
- Frontline Education have planned timelines based on presumed effort and availability of client resources. Time and effort will vary depending on actual availability and effort required to collect data and complete data entry and validation.
- Frontline Education and Client will use a collaborative approach to ensure implementation success.
- Client will provide subject matter experts familiar with organizational policies and procedures throughout the project.
- Some dual entry will be required during the transition from Legacy system to Frontline system. The amount will depend on decisions made regarding the transition.
- Data will only be loaded once, and delta files will not be used to update existing data
- Client project team will complete online courses, attend instructor-led training, participate in project status calls, and complete project tasks as planned.

Completion Criteria

- Frontline will make deliverables available to the Client for review and acceptance in accordance with the Implementation Plan timeline.
- Client will provide an adequate number of resources to review Deliverables to confirm conformity in all material respects based on mutually agreed upon requirements and specifications
- Client will provide written notice of acceptance or rejection within ten (10) business days of delivery.
- Deliverables which are not rejected by the Client within the above time frame shall be deemed accepted.
- During final sign-off, Client will approve of the work completed and Frontline will make the Production Environment live.

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.

- Frontline will consider the project complete after final acceptance or under the following conditions:
  - Client has delayed for greater than 60 days without agreement on a Change Order
  - Client has become unresponsive for greater than 60 days
  - Frontline has requested final signoff and acceptance, or rejection has not been provided within 10 days

© Frontline Education (190509)
This document is Proprietary and Confidential and no portion may be disclosed to a third party without prior written consent.