Agenda
School Board Regular Meeting and Public Hearing
Revised September 9, 2022

September 13, 2022
School Board of Manatee County
Regular Board Meeting - 10:00 AM
Walter Miller School Support Center
Board Room

Times Indicated are Approximate

1. CALL TO ORDER

2. INVOCATION | Rev. Robin Hager

3. PLEDGE OF ALLEGIANCE

4. INFORMATION ONLY (No Board Action Required)

1. Leaves for September 13, 2022
2. Local Wellness Policy 8510 Annual Report 2021-2022

5. APPROVAL OF THE AGENDA

1. Agenda Amendments - added after publishing

6. APPROVAL OF MINUTES

1. Approval of the Minutes of the August 23, 2022 School Board Meeting and Public Hearing, August 29, 2022 School Board Workshop, and September 6, 2022 Special Meeting and Public Hearing - updated September 9, 2022

7. RECOGNITIONS

1. United Way Suncoast/Grade-Level Reading Campaign

8. REPORTS AND PRESENTATIONS

1. Board Member Report | Greater Florida Consortium of School Boards Meeting

9. CONSENT ITEMS

All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired by a Board member, that item will be removed from the Consent Agenda and will be considered at the end of the section.

1. Approval of the New Agreement Between the School Board of Manatee County and Leonid Blinn Dental, P.A. for Clinical Experience for Manatee Technical College (MTC)

Dental Assisting Students for the 2022-2025 School Years, No Financial Impact

2. Approval of the New Agreement Between the School Board of Manatee County and Frank A. Kaman Sr., DDS, P.A. for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact
3. Approval of the New Agreement Between the School Board of Manatee County and Carroll and Sutton Orthodontics, LLC, for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact
4. Approval of the Manatee Technical College (MTC) 2022-2023 Adult Student Fee Schedule, Effective July 1, 2022, No Financial Impact
5. Approval of the New Apprenticeship Training Program Agreement Between the School Board of Manatee County and Manasota Air Conditioning Contractors Association, Inc. for Manatee Technical College's Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) Apprenticeship Program for the 2022-2025 School Years, No Financial Impact
6. Approval of Participation in and Travel to Various National Career and Technical Student Organization Competitions and Leadership Conferences for Qualifying Middle and High School Students and Advisors During the 2022-2023 School Year, No Financial Impact
7. Approval to Purchase School Nurse Assistant Program (SNAP) Health Center Software, SDMC No. 23-0070-BS, Estimated in the Amount of $100,000.00
8. Approval of the Memorandum of Understanding Between Sertoma Speech and Hearing Foundation and the School District of Manatee County, No Financial Impact
9. Approval to Apply, Accept and Expend an Amendment to the Safety and Security of School Buildings Grant, in the Amount of $65,310.15
10. Approval to Apply, Accept and Expend the Driving Choice Grant Program, in the Amount of $244,422.00
11. Approval to Purchase Cambridge AICE Program, SDMC No. 23-0071-BS, Continued Procurement with Vendor, Estimated in the Amount of $350,000.00
12. Approval of the Appointments, Change of Assignments, Promotions, Reappointments, Reassignments, Resignations, Retirements, Suspensions, Terminations, and Transfers
13. Approval of the Report of Teachers Out-of-Field Content, Reading, ESOL (English for Speakers of Other Languages), and/or Long-Term Substitutes
14. Approval of the Revision of the Nursing Instructor Job Description
15. Approval of Sole Source to Purchase Floor Resurfacing Materials Dex-O-Tex and Related Services, SDMC No. 23-0057-MR, Continued Procurement with Vendor, Estimated in the Amount of $180,000.00
16. Approval of the Use of the Lee County Proposal on Athletic Turf-Maintenance and Reconstruction, SDMC No. 19-0083-MR, Additional $210,000.00, an Estimated amount of $585,000.00 Annually - Revision 3
17. Approval of the Use of the School Board of Sarasota County Bid on Moving Services for Relocatable Building, SDMC No. 22-0043-MR, Additional $150,000.00, an Estimated amount of $300,000.00 Annually - Revision 1
18. Approval of the Use of the Sourcewell Proposal on Elevators, Escalators, and Moving Walks with Related Equipment, Services, Accessories, and Supplies, SMDC No. 20-

0038-MR, an Additional $400,000.00, an Estimated Amount of $1,350,000.00 - Revision 3

19. Approval of the Bid on Asphalt Repair and Maintenance, SDMC No. 22-0072-MR, an Additional $210,000.00, an Estimated Amount of $385,000.00 - Revision 1
20. Approval of the Proposal on Electric Motors Repair and Replacement Services, SDMC No. 20-0086-MR, an Additional $100,000.00, an Estimated Amount of $325,000.00 Annually - Revision 1
21. Approval of the 2022-2023 Uniform Statewide Assessment Calendar
22. Approval of Bayshore High School Track Resurfacing and Press Box - Change Order - 1 Final - Agreement Between Owner and P.J. Hayes, Inc., d.b.a. Tandem Construction, Reduction in the Amount of $1,712.78
23. Approval to Accept Donation of Golf Cart for Palmetto High School
24. Approval of Extension 3 of the Use of the State of Florida Contract #43211500-WSCA-15-ACS, for Computer Equipment, Peripherals, and Services, SDMC No. 15-0074-SM, Continued Procurement for Products and Services, Estimated in the Amount of $2,500,000.00

10. PUBLIC HEARING

1. Public Hearing for Consideration to Amend School Board Policies
2. Approval to Amend School Board Policies

11. PUBLIC COMMENTS AND RESPONSES (UP TO 60 MINUTES)

Public comment is not an open forum to discuss matters unrelated to education, to support or oppose candidates for public office, or to engage in commercial speech attempting to sell a service or product to the School Board or public. Also, public comment is not a forum to attack individual school system employees or Board Members. Any such complaints should be submitted in writing to the Superintendent for appropriate handling. Finally, this is not a forum for addressing issues involving individual students. Because of privacy concerns, such issues should be submitted in writing to the Superintendent for appropriate handling. Each speaker is allowed three minutes to address the Board. Speakers must stand at the podium and not approach the dais.

This is a business meeting of the School Board and the public expects that we conduct it in an orderly, efficient, effective and dignified manner. We request that speakers keep this in mind when making your comments. We also request that the audience keep that in mind and not demonstrate approval or disapproval of what a speaker has said by clapping or booing. The Board appreciates the public's input and will listen attentively, consider each comment, and usually will not respond, enter into debate, or answer questions during comments on agenda items or during the public comments section.

PUBLIC INPUT INSTRUCTIONS:
1. Before you begin speaking, please provide any handouts to the Agency Clerk.
2. Please identify yourself only by your full name for the record.
3. You have no more than three minutes to speak. Please stop speaking when the bell rings.
4. Florida Law requires all citizens to conduct themselves in an orderly fashion at public meetings.
5. **WARNING:** Any individual who interferes with the expeditious or orderly process of a School Board meeting, will be subject to removal from the meeting pursuant to Section 1001.372(3) Florida Statutes at the discretion of the Chair. Orderly fashion is deemed as, at a minimum (1) no profanity (2) no vulgar language (3) no discourteous, disrespectful, or disparaging conduct.

12. NEW BUSINESS (DISCUSSION ITEMS PULLED FROM CONSENT)

13. NEW BUSINESS (NON-CONSENT ITEMS/SUPERINTENDENT RECOMMENDATION)

1. Approval of the Agreed Upon Manatee Education Association (MEA) 2022-2023 Base Salary Terms, Estimated in the Amount of $12,289,850.00
2. Approval of the Salary Increase for the Non-Bargaining Employees, Estimated in the Amount of $1,161,972.00
3. Approval of the Salary Increase for the School Administrators and the Supervisory, Administrative, and Managerial & Professional (SAMP) Employees, Estimated in the Amount of $1,778,323.00
4. Approval of a New Job Description and Position of Medicaid Specialist

14. NEW BUSINESS (NO SUPERINTENDENT RECOMMENDATION)

1. Approval of the Proposed 2023 Greater Florida Consortium of School Boards (GFSCB) Legislative Program
2. Approval of Board Legal Representation Evaluation Tool

15. WORKSHOP ITEM REQUESTS

16. CONTINUED PUBLIC COMMENT (IF NECESSARY)

17. UPDATES
A. Legal Department Update
B. Operations Update

18. SUPERINTENDENT REMARKS

19. BOARD COMMENTS

20. ADJOURNMENT

AGENDA ITEM NO. 4.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting

Title
Leaves for September 13, 2022

Executive Summary
The list of personnel on leave due to child care, illness, illness in the line of duty, military duty, personal without pay, sick leave bank, and worker's compensation is attached for your information.

Contact
Submitting Department: Human Resources
Initiated By: Doug Wagner

Attachments:
LOA September 13, 2022

Board Meeting 9/13/2022

Employee ID	Name	Type of Leave	Department	Absence Period
300209	JA	FMLA	Miller Elementary School	2022-08-08 To 2023-05-30
237528	JB	FMLA	Prine Elementary School	2022-08-02 To 2022-10-07
304369	SB	FMLA	Southeast High School	2022-08-03 To 2022-10-26
238657	EH	SICK LEAVE	Bashaw Elementary School	2022-08-09 To 2023-05-30
103138	FN	FMLA	Oneco Elementary School	2022-08-02 To 2022-08-31
237642	MR	FMLA	School Bus Transportation	2022-08-09 To 2022-09-09
300071	LS	MILITARY	Bayshore High School	2022-08-09 To 2023-05-30
301977	CW	FMLA	School Bus Transportation	2022-08-09 To 2022-11-29

Rev. 08/30/22

AGENDA ITEM NO. 4.2

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Local Wellness Policy 8510 Annual Report 2021-2022

Executive Summary
Federal Law 7CFR Parts 210 and 220 require the Local Education Authority (LEA) to establish a local school wellness policy. It also requires the LEA to inform and update the public about the content and implementation of the local school wellness policy, along with the extent to which schools follow the policy and the progress made in attaining the goals of the policy. Board Policy Number 8510 was in effect for the 2021-2022 school year.

The intent of these requirements is to promote public transparency and ensure that parents have easy access to information about the wellness environment of the school their child attends.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Contact
Submitting Department: Food and Nutrition Services
Initiated by: Regina Thoma

Attachments:
2021-2022 SHAC End Of Year Report

2021-2022
End of Year Report

Student Health Advisory Committee

Student Health Advisory Committee Mission

The mission of the Manatee County School Health Advisory Committee (SHAC) is to provide a collaborative forum (Health Department, School Board, and community at large) and to advise on the delivery of a coordinated school health program that addresses physical, social and emotional health of students and staff. A coordinated school health program supports student readiness to learn, succeed academically, and become productive and healthy citizens.



- SHAC meets at least twice a year
- Create yearly goals
- Allows cross department communication
- Monitor and revise School Health Services Plan
- Monitor and revise Local Wellness Policy

2021-2022 Goals

- Utilize Schoology as a continuing education platform for mental health training
- Continue to conduct Mental Health 1st Aid training
- Provide free drug testing for students enrolled in SAFE program
- Develop of referral process for students under Handle with Care

2021-2022 Goals

- Provide all students free meals while meeting Federal and local requirements and using Covid precautions
- Provide resources and equipment to increase the number of school gardens

2021-2022 Goals

- Utilize Schoology as a continuing education platform
  - For Mental Health Schoology is used to monitor Schools' progress on the 5 hour Mental Health Curriculum that is provided to students in grades 6-12 per state statute

- Continue to conduct Mental Health 1st Aid training
  - Per state statute all public school employees must be trained and the training program used by all Florida schools' is Youth Mental Health First Aid

2021-2022 Goals

SAFE
Substance Abuse
Family Education

- Provide free drug testing for students enrolled in SAFE program
  - This program offers direct and most current information and results of field research regarding substances and their pharmacology, psychological impacts, and physiological effects.
  - Family involvement and interpersonal communication skills are reinforced.
  - Anger management and self-esteem awareness are integrated into problem-solving activities.
  - Random confidential drug screening prepares students for marketplace reality and emphasizes the importance of making appropriate life choices with a clear mind

2021-2022 Goals

SAFE
Substance Abuse
Family Education

- Provide free drug testing for students enrolled in SAFE program
  - Parents can also gain knowledge and a level of comfort enabling them to greater discuss the drug culture with their son/daughter
  - Referrals for additional counseling services are also available
  - Community partners include Centerstone, First Step of Sarasota, Family Resource Center, Teen Court, and the Manatee County Sheriff's Office.

2021-2022 Goals



- Develop of referral process for students under Handle with Care
  - Manatee County's Handle with Care (HWC) program is a multiagency collaborative effort to increase knowledge and awareness when a student has experienced a traumatic event in their home or community
  - Manatee was the first county in Florida to adopt the HWC model that was originally developed in West Virginia
  - Beginning with the 2017-2018 school year, the School District of Manatee County (SDMC) partnered with all local law enforcement agencies to establish an immediate notification system when a student enrolled in a district school becomes involved with an active case.

2021-2022 Goals

Manatee County Handle With Care

- Develop of referral process for students under Handle with Care
  - This system was designed to notify school principals, teachers, counselors, nurses, and other staff that a student may be experiencing some level of trauma and to simply be aware, if outward signs of problems begin to emerge.
  - During the 2019-2020 school year the SDMC was awarded a grant that allows the district to monitor each student involved with HWC and ensure they are connected to appropriate supports and services, if any outward signs do present.
  - Teachers can now refer students to Handle with Care if the students or family chooses to disclose the situation

2021-2022 Goals

- Provide all students free meals while meeting federal and local requirements and using Covid precautions
  - Utilized alternative vendors to purchase food and supplies as needed
  - Utilized district warehouse to store and deliver supplies
  - Provided training to staff on Covid precautions
  - Created weekly Teams meeting to discuss food shortages and substitutions
  - Marketed free meals to the community
  - Provided meals for student's who ere out due to Covid quarantine

2021-2022 Goals

- Provide resources and equipment to increase the number of school gardens
  - Provided 12 elementary schools with Earth Boxes and plants
  - 48 Earth Boxes total
  - Conducted events at each school to plant boxes
  - Provided resources including: 3 school garden curriculum that use Florida benchmarks, garden journals, rule bookmarks, the book *Up In The Garden Down In The Dirt,* stickers, and activity books.







2021-2022 Goals

- Provide resources and equipment to increase the number of school gardens
  - Worked with FFA programs and classes to harvest items form the school gardens and create recipes in the kitchen. Sugg, Tara, Kinnan, Parrish Community High, and Mills participated.
  - Sampled recipes with students at lunch







2022-2023 Goals

- Support SDMC SPARK initiative by encouraging all department's participation in training
- Promote "Every Kid Healthy" Week
- Research and re-Introduce 5-2-1-0-9 wellness messaging
- Develop and implement healthy hydration messaging to be used at all district sites
- Promote and support employee wellness program

2022-2023 Goals

- Provide mentoring, counseling, and other interventions as an option to decrease the number of days for out of school suspensions
- Research most effective ways to provide student access to mental health resources using technology like QR codes
- Evaluate new opt-in for student health services and develop best practices
- Communicate information to the community about the importance of applying for meal benefits
- Organize and support summer Kid's Wellness and Resource Fair

2022-2023 Areas of Concern

- Employee mental health and overall wellness
- Clarifying and implementing new regulations
- Attracting and retaining qualified staff

Next SHAC Meeting (Tentative Schedule)

- 09/12/22 – Wakeland Support Center; 12-2pm

AGENDA ITEM NO. 5.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting

Title
Agenda Amendments - *added after publishing*

Executive Summary
The Chair finds good cause to amend the agenda to include:

Agenda amended on Friday, September 9, 2022, to **update** Financial Impact sections of items to change language from "proposed 2022-2023 budget" to "approved 2022-2023 budget" due to the 2022-2023 Budget receiving approval after the original publication of the September 13, 2022 Agenda.

Agenda amended on Friday, September 9, 2022, to **remove** New Business (No Superintendent Recommendation) item, *Approval of the Proposed Revisions to the Audit Committee Charter.*

Agenda amended on Friday, September 9, 2022, to **add** attachment and **update** Approval of Minutes item, *Approval of the Minutes of the August 23, 2022 School Board Meeting and Public Hearing, August 29, 2022 School Board Workshop, and September 6, 2022 Special Meeting and Public Hearing.*

Contact
Submitting Department: School Board
Initiated By: Chair Golden

AGENDA ITEM NO. 6.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting

Title
Approval of the Minutes of the August 23, 2022 School Board Meeting and Public Hearing, August 29, 2022 School Board Workshop, and September 6, 2022 Special Meeting and Public Hearing - *updated September 9, 2022*

Executive Summary
Approval of the Minutes of the August 23, 2022 School Board Meeting and Public Hearing, August 29, 2022 School Board Workshop, and September 6, 2022 Special Meeting and Public Hearing.

Contact
Submitting Department: School Board

Attachments:
August 23, 2022 Regular Meeting and Public Hearing Minutes
August 29, 2022 Workshop Minutes
September 6, 2022 Special Meeting and Public Hearing Minutes - added September 9, 2022

Minutes

August 23, 2022

Regular Meeting and Public Hearing - 10:00 AM
Manatee County School District
215 Manatee Avenue West
Bradenton, FL 34205
www.manateeschools.net

Times Indicated Are Approximate

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1) CALL TO ORDER

Attendee Name	Status
Charlie Kennedy, Board Member Cynthia Saunders, Superintendent Doug Wagner, Deputy Superintendent of Operations Gina Messenger, Vice-Chair James Golden, Chair Mary Foreman, Board Member Mitchell Teitelbaum, General Counsel Stephen Dye, Board Attorney Tim Bargeron, Deputy Superintendent of Business Services Chad Choate, Board Member	Present

Minutes: Chair Golden called the meeting to order at 10:00 AM.

2) INVOCATION | Pastor Rick Starrett

Minutes: The invocation was given by Pastor Rick Starrett.

3) PLEDGE OF ALLEGIANCE

Minutes: Chair Golden led in the recitation of the Pledge of Allegiance.

4) INFORMATION ONLY (No Board Action Required)

4.1 Leaves for August 23, 2022

5) APPROVAL OF THE AGENDA

5.1 Agenda Amendments

Minutes: The Chair found good cause to amend the agenda to include:

Agenda amended on Monday, August 22, 2022, to **add** New Business (No Superintendent Recommendation) item, *Approval of the Appointment of Audit Committee Member.*

Agenda amended on Friday, August 19, 2022, to **remove** Recognition item, *Gratitude Award – Audit Committee Member*.

Agenda amended on Friday, August 19, 2022, to **add** attachment and **update** New Business (No Superintendent Recommendation) item, *Approval of the Superintendent's Performance Evaluation for the Period of 2021-2022*.

Agenda amended on Friday, August 19, 2022, to **remove** Consent Agenda item, *Approval of the 2022-2023 Uniform Statewide Assessment Calendar.*

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Gina Messenger
SECONDER:	Charlie Kennedy
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

6) APPROVAL OF MINUTES

6.1 Approval of the Minutes of the August 9, 2022 Exempt Shade Meetings, August 9, 2022 Board Meeting, and the August 12, 2022 Board Workshop

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Gina Messenger
SECONDER:	Charlie Kennedy
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

7) RECOGNITIONS

7.1 Brain Health Initiative

Minutes: Mr. Mike Barber, Director of Communications, Family and Community Engagement, introduced Mr. Kevin Chapman, Executive Director of Administration.

Mr. Chapman spoke regarding the Brain Health Initiative and Dr. Stephanie Peabody, Founder and Executive Director of the Brain Health Initiative. He stated that the Brain Health Initiative was founded in 2020 as a joint effort with Massachusetts General Hospital, part of the Harvard Medical School system, and brings staff from the Harvard system and the State of Florida together to improve brain health and performance outcomes. He shared that the pilot project involves six schools (Gullett Elementary, Bayshore Elementary, Dr. Mona Jain Middle, Lee Middle, Lakewood Ranch High and Bayshore High) to provide the latest technology, programming, and data to improve performance while addressing overall brain health and wellness.

Mr. Chapman introduced Dr. Peabody. Dr. Peabody joined the Meeting remotely and provided additional details about the Brain Health Initiative program. She shared statistics and expressed enthusiasm for the partnership with Manatee County Schools.

The Board Members asked questions and held discussion with Dr. Peabody.

Chair Golden inquired about the pilot schools. Superintendent Saunders noted that the District selected a number of schools as a pilot and noted that more schools may be added following the pilot schools. She noted that there were three Title I schools and three non-title schools.

8) CONSENT ITEMS

8.1 Approval of the Renewal Agreement Between the School Board of Manatee County and BayView Dental Health Professionals, PA, for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact

8.2 Approval of the New Agreement Between the School Board of Manatee County and SHIV OHM, P.L. d/b/a Smyl Manatee, for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact

8.3 Approval of the Renewal Agreement Between the School Board of Manatee County and Presbyterian Retirement Communities, Inc. d/b/a Westminster Point Pleasant for Clinical Experience for Manatee Technical College (MTC) Nursing Students for the 2022-2025 School Years, No Financial Impact

8.4 Renewal of the Cooperative Agreement Between the School Board of Manatee County, Manatee Technical College (MTC), and the Manatee County Sheriff's Office (MCSO) to Provide GED Education to Incarcerated Adults for the 2022-2023 School Year, in the Amount of $9,880.00

8.5 Approval of the New Agreement Between the School Board of Manatee County and Florida Craniofacial Institute PA for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact

8.6 Approval to Apply, Accept and Expend the Nita M. Lowey 21st Century Community Learning Centers Request for Application, Effective August 2022 to July 2023, in the Amount of $342,550.00

8.7 Approval of the Contract Renewal Between the School Board of Seminole County, East Coast Technical Assistance Center and the School Board of Manatee County for the 2022-2023 School Year, in the Amount of $17,600.00

8.8 Approval to Apply, Accept and Expend the High-Impact Reading Interventions and Targeted Supports (HIITS) Grant, in the Amount of $767,250.00

8.9 Approval to Apply, Accept and Expend Unified School Improvement Grant (UniSIG), in the Amount of $592,250.00

8.10 Approval to Renew the School Health Services Plan for 2022-2024

8.11 Approval to Renew the Memorandum of Understanding with Step Up Suncoast/Head Start for the 2022-2025 School Years

8.12 Approval of Manatee Technical College - Florida Law Enforcement Academy - Agreement Between Owner and A.D. Morgan - Amendment 1, in the Amount of $2,503.02

8.13 Approval of Manatee Technical College - Florida Law Enforcement Academy - Agreement Between Owner and Fawley Bryant Architects - Amendment 1, in the Amount of $24,947.00

8.14 Approval of Lorraine Road Parcel - Fee Simple Deed Transferring Ownership of Property to Manatee County and Affidavit of Ownership and Encumbrances, No Financial Impact

8.15 Approval of Lorraine Road Parcel - Temporary Construction Easement, No Financial Impact

8.16 Approval of Palmetto High School - Partial Replacement - Agreement Between Owner and Universal Engineering Sciences, in the Amount of $187,499.00

8.17 Approval of Virgil Mills Elementary School - Front Entrance Canopy - Agreement Between Owner and Skanska Building USA, Inc., in the Amount of $152,559.00

8.18 Approval of the Appointments, Change of Assignments, Promotions, Reappointments, Reassignments, Resignations, Retirements, Suspensions, Terminations, and Transfers

8.19 Approval of the Report of Teachers Out-of-Field Content, Reading, ESOL (English for Speakers of Other Languages), and/or Long-Term Substitutes

8.20 Approval of the Waiver(s) of the Manatee Education Association (MEA) Collective Bargaining Agreement

8.21 Approval to Revise 21-0014-MR Type IIB Panelized Modular Building and 18-0006-MRR1 Relocatable Classrooms, Toilet, Multipurpose Building, Estimated in the Amount of $600,000.00

8.22 Approval of Renewal(s) on the Bid for Medical Equipment and Supplies - Catalog Discount, SDMC No. 18-0024-BS, Estimated in the Amount of $1,000,000.00

8.23 Approval of Bid on Armored Car Services, SDMC No. 23-0062-KD, Estimated in the Amount of $100,000.00 Per Fiscal Year

8.24 Approval of Agreement Between the School Board of Manatee County and Brain Health Initiative Florida Suncoast & Beyond for the Suncoast Schools for Brain Health Pilot Project, No Financial Impact

8.25 Approval to Purchase Ellevation Software and Services, SDMC No. 23-0069-BS, Estimated in the Amount of $100,000.00

8.26 Approval of the Agreement Between the School District of Manatee County and the Manatee Education Foundation for the 2022-2023 School Year

8.27 Approval to Purchase Mental Health Services through Palm Shores Behavioral Health Center, SDMC No. 23-0068-BS, Continued Procurement for Services, Estimated in the Amount of $262,000.00

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Gina Messenger
SECONDER:	Charlie Kennedy
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

9) PUBLIC HEARING

9.1 Public Hearing for Consideration to Amend School Board Policies

Minutes: Chair Golden closed the Regular Meeting to open the Public Hearing at 10:29 AM.

There were no Public Comments.

Chair Golden closed the Public Hearing and reconvened the Regular Meeting at 10:32 AM.

9.2 Approval to Amend School Board Policies

Minutes: At the request of Board Member Foreman, Mr. Kevin Chapman, Executive Director of Administration, provided an overview of the proposed Policy revisions.

Board Member Kennedy requested the language in Policy 3120 changed from "the Board will develop and implement" to "the Superintendent will develop and implement", noting that it is an operational responsibility. Mr. Stephen Dye, School Board Attorney, agreed with the principle stated by Board Member Kennedy and noted the Statute needed to be reviewed. The Board reached consensus to change the language if it is in accordance with Statute.

Board Member Foreman discussed Policy 3120.11 regarding the substitution of military service for education and noted that the District's job descriptions still require a bachelor's degree and certification for most of the District's teaching positions, with the exception of some vocational teaching positions.

Chair Golden reiterated that the motion to approve the Policies was as recommended by the Superintendent with one caveat being that if the statutory language allows the change from School Board to Superintendent, that revision will be made without the revision requiring additional Board approval.

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Gina Messenger
SECONDER:	Chad Choate
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

10) PUBLIC COMMENTS AND RESPONSES (UP TO 60 MINUTES)

Minutes: Public Comment as follows:

1. Norman Nelson

2. Michael Hartman

11) NEW BUSINESS (DISCUSSION ITEMS PULLED FROM CONSENT)

12) NEW BUSINESS (NON-CONSENT ITEMS/SUPERINTENDENT RECOMMENDATION)

12.1 Approval of New Job Description and Position of Parent Engagement and Outreach Advocate, Exceptional Student Education (ESE)

Minutes: At the request of Board Member Choate, Superintendent Saunders, provided an overview of the role of the position. Board Member Foreman commended the Superintendent for this development.

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Mary Foreman
SECONDER:	Gina Messenger
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

12.2 Approval of a New Job Description and Position of Student Assistant, Transportation

Minutes: Following a request from Chair Golden, Superintendent Saunders discussed the position and noted that the duties would be specific to assisting a particular individual child, rather than all students on the bus.

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Gina Messenger
SECONDER:	Charlie Kennedy
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

13) NEW BUSINESS (NO SUPERINTENDENT RECOMMENDATION)

13.1 Approval of the Superintendent's Performance Evaluation for the Period of 2021-2022

Minutes: Vice-Chair Messenger moved that the Board accept the Performance Evaluation, rating the Superintendent as highly effective.

Vice-Chair Messenger stated that each Board Member took the time to complete the evaluation and meet with Superintendent Saunders. She stated that Superintendent Saunders is rated highly effective by the Board.

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Gina Messenger
SECONDER:	Charlie Kennedy
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

13.2 Approval of the Appointment of Audit Committee Member

Minutes: Board Member Kennedy moved the approval of Mr. Jim Daniel as a Member of the Audit Committee. Board Member Kennedy spoke regarding Mr. Daniel's experience and noted that he had interviewed on Friday, August 19, 2022. He thanked Board Member Foreman for recommending Mr. Daniel to the Committee.

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Charlie Kennedy
SECONDER:	Mary Foreman
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

14) WORKSHOP ITEM REQUESTS

Minutes: Chair Golden reviewed the upcoming Workshop topics.

The Board requested to revise the start time of the August 29 Workshop from 10:00 AM to 9:00 AM.

Board Member Foreman inquired about adding the Police Athletic League (PAL) to the list of topics. Mr. Stephen Dye, School Board Attorney, stated that work is being initiated with PAL and it will be coming to the Board in the future. He stated that they are currently in the information gathering stage and will present to the Board once the information is ready. Superintendent Saunders stated that she will share an update with each Board Member individually.

Vice-Chair Messenger requested a Workshop to discuss the plan for the proceeds from the sale of the property.

Chair Golden spoke regarding classroom and library materials and requested a Workshop discussion. Board Member Kennedy reiterated the importance of the discussion. He spoke in support of character education.

Chair Golden summarized the requests, noting that there would be a discussion of non-curriculum matters.

15) CONTINUED PUBLIC COMMENT (IF NECESSARY)

16) UPDATES

A. Legal Department Update

Minutes: There was no update. Mr. Stephen Dye, School Board Attorney, offered for the Board Members to reach out directly to him if any need arises.

B. Operations Update

Minutes: Mr. Doug Wagner, Deputy Superintendent of Operations, updated the Board on the following:

Annual Post-Secondary Education Night – shared that the District is hosting its annual Post-Secondary Education Night on Thursday, September 15, 6:00 – 8:00 PM.

Job Fair – spoke regarding the Job Fair scheduled for Thursday, August 25, 2022, 4:00 – 7:00 PM, at the Wakeland Support Center.

Safety & Security – spoke regarding updates to the safety regulations at sporting events.

17) SUPERINTENDENT REMARKS

Minutes: Superintendent Cynthia Saunders updated the Board on the following:

Sharing the Good News of the District – shared that she presented the State of the District at the Chamber of Commerce Meeting the previous week and noted upcoming presentations scheduled for the Lakewood Ranch Business Alliance, Parrish Civic Association, Kiwanis and the Manatee Community Foundation.

Partner in Education – shared that the Pittsburgh Pirates and Bradenton Marauders were holding a Fan Appreciation Night on Saturday, September 3, 2022 and offering $10 tickets for District staff.

Chair Golden acknowledged the presence of Board Members Messenger, Choate and Golden for the Superintendent's Presentation at the Chamber of Commerce Meeting.

18) BOARD COMMENTS

Board Member Kennedy

Citizens' Financial Oversight Committee (CFOC) – shared that he attended the last CFOC Meeting and that the Committee requested he share an outstanding request with the Board regarding ways to measure employee turnover and conduct an exit survey.

New Committee Member – welcomed Mr. George Small, CFOC Member, and thanked him for his service on the Committee.

Audit Committee Report – shared that Audit Committee Member Ginger Mentzer would be presenting a Report to the Board during the August 29 Workshop.

Brenda Alcorn – expressed condolences for the passing of former Manatee High School Teacher, Ms. Brenda Alcorn, and thanked her for her many years of service to the District.

Board Member Foreman

Start of the School Year - commended everyone for a great start to the school year.

Election Day – expressed best wished to Mr. Choate and Rev. Golden and encouraged all to vote.

Board Member Choate

Start of the School Year - thanked everyone for the good start to the school year.

Transportation – thanked Mr. Doug Wagner and the Transportation Team for their quick response to an issue.

Chamber of Commerce – shared that the Superintendent's State of the District presentation was great.

10-Day Count – stated that he was looking forward to seeing the results of the 10-day count.

Election Day – encouraged all to vote.

Greater Florida Consortium of School Boards (GFCSB) – shared that he would be joining Board Member Foreman and Vice-Chair Messenger on Thursday and Friday for the Meeting in Ft. Lauderdale, FL.

Vice-Chair Messenger

Election Day – encouraged all to vote.

Chair Golden

Voting - echoed Vice-Chair Messenger's reminder to vote and spoke regarding the legislative initiative for civics education to inform students about the voting process.

19) ADJOURNMENT

Minutes: There being no further business to come before the Board, Chair Golden adjourned the Meeting at 11:29 AM.

_____
Cynthia Saunders, Ex Officio Secretary
and Superintendent of Schools

_____
Rev. James T. Golden
Chairman

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. School Board meetings are held in accessible locations. Auxiliary aids will be provided, upon written request received at least 48 hours prior to the meeting, to participants with disabilities.

Minutes

August 29, 2022

Workshop - 9:00 AM
Manatee County School District
215 Manatee Avenue West
Bradenton, FL 34205
www.manateeschools.net

Times Indicated Are Approximate

I) CALL TO ORDER

Attendee Name	Status
Charlie Kennedy, Board Member Cynthia Saunders, Superintendent Doug Wagner, Deputy Superintendent of Operations Gina Messenger, Vice-Chair James Golden, Chair Mary Foreman, Board Member Mitchell Teitelbaum, General Counsel Stephen Dye, Board Attorney Tim Bargeron, Deputy Superintendent of Business Services Chad Choate, Board Member	Present

Minutes: Vice-Chair Messenger called the Workshop to order at 9:00 AM.

II) AGENDA AMENDMENTS

1. Agenda Amendments

Minutes: The Chair found good cause to amend the agenda to include:

Agenda amended on Friday, August 26, 2022, to **add** attachment to Workshop item, *Discussion of Board Legal Representation Evaluation Tool.*

Agenda amended on Tuesday, August 23, 2022, to **revise** the start time of the Workshop from 10:00 AM to 9:00 AM.

Vice-Chair Messenger announced that the order of the Agenda would be rearranged and items number 1 and 3 would be switched. She shared the order of the agenda as follows:

1. Audit Committee Report to the Board
2. Internal Auditor Update
3. Curriculum Presentation
4. Discussion of Board Legal Representation Evaluation Tool

III) WORKSHOP

1. (Former Item 3) Audit Committee Report to the Board

Minutes: Board Member Kennedy welcomed Mr. Joe Blitzko and Mr. Skip Wagner, Audit Committee Members in attendance at the Workshop.

Chair Golden arrived at 9:04 AM.

Ms. Ginger Mentzer, Audit Committee Member, updated the Board on the July 13, 2022 Audit Committee Meeting. She discussed Audit Committee requests to the Board including the following: Audit Committee Member participation for Board Shade Meetings, the recommendation that the Board hire a staff internal auditor, and a request for reconsideration of the in-person quorum requirement for Committee Meetings.

At the request of Board Member Kennedy, Mr. Stephen Dye, School Board Attorney, spoke regarding Board Shade Meetings and the exemption under the Sunshine Law. He stated that there has never been an official action of the Board regarding cybersecurity and the involvement of the Audit Committee.

Ms. Mentzer discussed the requirement for an in-person quorum for Committee Meetings and noted that it is a State issue. The Board discussed the legal requirement with Mr. Dye.

Board Member Foreman spoke in support of requesting an opinion regarding the requirement for an in-person quorum for the Committee to meet without taking action and an opinion regarding the quorum requirements for voting.

Board Member Kennedy spoke regarding a candidate for the Committee and requested the Board reach a decision. Mr. Dye stated that the legal team opined against approval of the candidate due to a conflict of interest related to his employment at a District Charter School.

Chair Golden requested the Report with the requests from the Audit Committee in writing. Board Member Kennedy noted that the recommendations are reflected in the Audit Committee Meeting Minutes.

Mr. Dye spoke regarding the quorum requirement. He noted the process for receiving an opinion from the Attorney General. He stated that changing the quorum requirement would be a legislative issue.

Ms. Mentzer updated the Board regarding additional topics from the July Audit Committee Meeting. Following a question from Chair Golden, Ms. Mentzer stated that she was not reading from a written report.

Mr. Kennedy discussed the current membership of the Audit Committee.

Mr. Joe Blitzko, Audit Committee Member, stepped forward and reiterated the need for an internal audit staff. He discussed the internal audit process and read excerpts from a guide. Board Member Foreman requested that Mr. Blitzko provide a copy of his comments to the Agency Clerk to distribute to the Board Members. Mr. Blitzko also discussed the relationship between the Auditor Committee and the Auditor General.

Chair Golden thanked the Committee for the input.

2. Internal Auditor Update

Minutes: Ms. Lorri Kidder and Mr. Mark Smith, of Carr, Riggs & Ingram, updated the Board on the Benefits Audit Report for the 2021-2022 Internal Audit Plan including the background, objective, scope, methodology, testing, and results. The Report included the following functions:

- Benefits Governance
- Compliance with State Statute
- Benefit Vendor Records
- Benefit Elections
- Benefit Deductions
- System and Organization Control (SOC) Reports

Following the presentation, the Board asked questions and held discussion.

Board Member Foreman requested the language, "low score", be clarified on page 2 to state that it means low risk. She also inquired about the effectiveness of PeopleSoft for the Benefits Function. Board Member Foreman inquired about the stop-loss insurance and a cost analysis. Ms. Kidder spoke regarding the minutes from the Health Insurance Committee Meetings.

Chair Golden noted a legislative decision regarding COVID-19 claims. Superintendent Saunders provided clarification.

Board Member Foreman discussed premiums and requested a Workshop on health insurance.

Superintendent Saunders stated that she could provide Board Member Foreman a series of annual reports and noted that the minutes should be posted. She stated that the insurance benefit cost is a bargaining matter. She offered to send the Board Members a comparison of the last 5 years of health insurance costs and the District payment.

3. (Former Item 1) Curriculum Presentation

Minutes: Dr. Laurie Breslin, Executive Director of Curriculum, updated the Board on the following:

- Curriculum & Instruction Focus
- Instructional Focus Tools
- High Yield Instructional Strategies: Vocabulary, Summarization, Writing
- B.E.S.T. Implementation Timeline
- 3-5 ELA Instructional Plan 2022-2023
- Supplemental Instructional Materials
- Accelerated Opportunities
- 2022-2023 Florida Instructional Materials Social Studies Adoption Draft Timeline
- FAST K-10 Progress Monitoring Overview
- District FAST PM 1 Testing Windows
- FAST PM 1 Test Lengths

Board Member Kennedy left the Workshop at 10:29 AM.

The Board asked questions throughout the presentation.

Chair Golden announced a recess at 11:02 AM and reconvened at 11:14 AM.

4. Discussion of Board Legal Representation Evaluation Tool

Minutes: Chair Golden noted that the purpose of the tool is to give constructive feedback to the Legal Firm. He discussed the proposed tool.

Mr. Stephen Dye, School Board Attorney, spoke regarding the composition of the form.

At the request of Chair Golden, Mr. Mitchell Teitelbaum, General Counsel, stated that he had reviewed the document and found no issues.

The Board Members discussed the proposed form. Board Member Choate spoke in support of the form and stated that it was adequate.

Board Member Foreman stated that it is best practice to have the evaluation form at the beginning of the assessment period. She spoke in support of using the previously utilized evaluation tool for the current year. She expressed concern with item numbers 2 and 18 of the attached evaluation tool and explained the reasons. She requested to change the language from "District Staff" to "Superintendent".

Vice-Chair Messenger stated that the evaluation is similar to the previously utilized version. She noted that at times, District staff does reach out to the Board attorney for a matter of the Board.

Chair Golden discussed the language utilized in the composition of the form. Mr. Dye provided additional explanation.

The Board Members held discussion with Mr. Dye.

Board Member Messenger asked Mr. Dye if he would be comfortable with the tool changing. Mr. Dye stated that he was and noted that the proposed tool is more tailored to what the services are in Manatee County.

Chair Golden stated that at the appropriate place and at the appropriate time, the Board would vote on utilizing this tool for the evaluation of the School Board Attorney.

IV) PUBLIC COMMENTS

Minutes: Public Comment as follows:

1. Norman Nelson

V) ADJOURNMENT

Minutes: Chair Golden adjourned the Workshop at 11:39 AM.

_____
Cynthia Saunders, Ex Officio Secretary
and Superintendent of Schools

_____
Rev. James T. Golden
Chairman

NOTICE
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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. School Board meetings are held in accessible locations. Auxiliary aids will be provided, upon written request received at least 48 hours prior to the meeting, to participants with disabilities.

Minutes

September 6, 2022

Special Meeting and Public Hearing - 5:00 PM
Manatee County School District
215 Manatee Avenue West
Bradenton, FL 34205
www.manateeschools.net

Times Indicated Are Approximate

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1) CALL TO ORDER

Attendee Name	Status
Charlie Kennedy, Board Member Cynthia Saunders, Superintendent Gina Messenger, Vice-Chair James Golden, Chair Mary Foreman, Board Member Stephen Dye, School Board Attorney Doug Wagner, Deputy Superintendent of Operations Tim Bargeron, Deputy Superintendent of Business Services Chad Choate, Board Member	Present
Mitchell Teitelbaum, General Counsel	Absent

Minutes: Vice-Chair Messenger called the Meeting to order at 5:00 PM.

2) PLEDGE OF ALLEGIANCE

Minutes: Vice-Chair Messenger led in the recitation of the Pledge of Allegiance.

3) AGENDA AMENDMENTS

a. Agenda Amendments

Minutes: The Chair found good cause to amend the agenda to include:

Agenda amended on Thursday, September 1, 2022, to **update** attachments to Public Hearing item, *Public Hearing 2022-2023 Final Millage and Final Budget*.

RESULT:	**Adopted [4-0]**
MOVER:	Charlie Kennedy
SECONDER:	Mary Foreman
AYES:	Charlie Kennedy, Gina Messenger, Mary Foreman, Chad Choate
ABSENT:	James Golden

4) INFORMATION ONLY (No Board Action Required)

a. Year-to-Date Charter School Financial Statement Summary Through June 30, 2022

5) NEW BUSINESS

a. Approval of the Budget Amendments for June 2022

Minutes: At the request of Board Member Foreman, Mr. Tim Bargeron, Deputy Superintendent of Business Services, provided an overview of the Budget Amendments for June 2022.

Chair Golden arrived at 5:03 PM.

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Charlie Kennedy
SECONDER:	Chad Choate
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

b. Approval of the Annual Financial Report and all Official Parts thereof for the Fiscal Year Ended June 30, 2022

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Gina Messenger
SECONDER:	Charlie Kennedy
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

Minutes: Board Member Foreman inquired about the amount of FEFP and the Health Insurance Fund. Mr. Tim Bargeron, Deputy Superintendent of Business Services, provided information.

6) PUBLIC HEARING

a. Public Hearing 2022-2023 Final Millage and Final Budget

Minutes: Chair Golden closed the Regular Meeting to open the Public Hearing at 5:10 PM.

Public Comment as follows:

1. Jean Henderson
2. Robert Lesher
3. Michael Hartman

Chair Golden closed the Public Hearing and reconvened the Regular Meeting at 5:23 PM.

b. Approval of the Final Millages and Budget for 2022-2023

Minutes: Mr. Tim Bargeron, Deputy Superintendent of Business Services, utilized the attached presentation to provide information on the following:

- Statutory Requirements/Timelines
- Millage Rate Trends and Required Local Effort
- Roll-Back Rate
- Proposed Final Millage Rate
- Proposed Final Budget

The Board asked questions and held discussion. Mr. Choate requested a comparative chart be provided to the public or to the Board to show Required Local Effort.

b.1 Motion and Approval of Supplemental Operating Discretionary Millage for the Fiscal Year 2022-2023 of 0.7480

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Charlie Kennedy
SECONDER:	Gina Messenger
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

b.2 Motion and Approval of Required Local Effort Millage for the Fiscal Year 2022-2023 of 3.2740 mills

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Charlie Kennedy
SECONDER:	Gina Messenger
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

b.3 Motion and Approval of Capital Outlay Millage for the Fiscal Year 2022-2023 of 1.5000 mills

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Charlie Kennedy
SECONDER:	Gina Messenger
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

b.4 Motion and Approval of Additional Millage (voted levy) for the Fiscal Year 2022-2023 of 1.0000 mill

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Charlie Kennedy
SECONDER:	Gina Messenger
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

b.5 Motion and Approval of the Resolution Adopting the Fiscal Year 2022-2023 Total Millage of 6.5220

RESULT:	**Adopted [UNANIMOUS]**
MOVER:	Charlie Kennedy
SECONDER:	Gina Messenger
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Mary Foreman, Chad Choate

b.6 Motion and Approval of the Fiscal Year 2022-2023 Final Budget, in the Amount of $1,187,117,338

Minutes: Board Member Foreman asked questions and expressed concerns regarding the budget. Following a comment about staffing for non-schools, Superintendent Saunders provided information regarding changes. She stated that staffing had been discussed during a previous Board Workshop and noted that it is the first step in the budget process.

The Board asked questions and held discussion regarding personnel. Mr. Tim Bargeron, Deputy Superintendent of Business Services, provided additional details.

Board Member Foreman requested a one-on-one meeting with Mr. Bargeron to address her questions and asked if the Board would desire to hold a Workshop regarding the Budget Book.

RESULT:	**Adopted [4-1]**
MOVER:	Charlie Kennedy
SECONDER:	Gina Messenger
AYES:	Charlie Kennedy, Gina Messenger, James Golden, Chad Choate
NAYS:	Mary Foreman

7) PUBLIC COMMENTS AND RESPONSES

Minutes: Public Comment as follows:

1. Norman Nelson
2. Michael Hartman

8) ADJOURNMENT

Minutes: There being no further business to come before the Board, Chair Golden adjourned the Meeting at 6:16 PM.

_____
Cynthia Saunders, Ex Officio Secretary
and Superintendent of Schools

_____
Rev. James T. Golden
Chairman

NOTICE

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AGENDA ITEM NO. 7.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
United Way Suncoast/Grade-Level Reading Campaign

Executive Summary
The School Board recognizes the United Way Suncoast and Chief Impact Officer for Early Learning and Youth Success Bronwyn Beightol for their longtime support of our students and schools.

The United Way has made a difference in the lives of our students and community by taking leadership roles and joining with other community partners in making programs like the Suncoast Campaign for Grade-Level Reading and The Big Plan possible.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Inclusive Culture & Engagement | Goal 4
Enhance parent and community engagement.

Contact
Submitting Department: Communications, Family & Community Engagement
Initiated By: Mike Barber

AGENDA ITEM NO. 8.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting

Title
Board Member Report | Greater Florida Consortium of School Boards Meeting

Executive Summary
School Board Members Chad Choate, Mary Foreman, and Gina Messenger attended the Greater Florida Consortium of School Boards Meeting August 25-26, 2022 in Fort Lauderdale, Florida. They will update the Board.

Contact
Submitting Department: School Board

AGENDA ITEM NO. 9.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the New Agreement Between the School Board of Manatee County and Leonid Blinn Dental, P.A. for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact

Executive Summary
The School Board has, over the years, contracted with providers for clinical experience and/or on-the-job training for District students.

In order for the students to participate in this type of clinical or on-the-job experience, it is necessary for the participating office to sign an agreement with the School District. The opportunity to receive this type of clinical experience is a great advantage to our students. Not only do they obtain a valuable hands-on learning experience, but also placements resulting in permanent jobs for the students after they finish their training.

A copy of the agreement is attached for review.

Clinical Providers for Dental Assisting: Leonid Blinn Dental, P.A.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Manatee Technical College | Goal 1
Keep pace with the growth of Manatee County by expanding educational opportunities for students and business and industry.

Manatee Technical College | Goal 2
Expand workforce development education for high-skill, high-wage occupations to meet the local needs of our fast-growing economy.

Recommendation
The Superintendent recommends approval of the new agreement between the School Board of Manatee County and Leonid Blinn Dental, P.A. for clinical experience for Manatee Technical College (MTC) Dental Assisting students for the 2022-2025 school years, no financial impact.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Adult, Career and Technical Education
Initiated By: Dr. Paul Gansemer

Attachments:
Affiliation Agreement MTC and Leonid Blinn Dental

The School Board of Manatee County
d/b/a Manatee Technical College
Affiliation Agreement for Clinical Practice

AGREEMENT for affiliation with Leonid Blinn Dental, P.A.

Address: 5631 Clark Road, Sarasota, FL 34233

This agreement is made this 16 day of AUGUST between the School Board of Manatee County, Florida, d/b/a Manatee Technical College (hereafter called the School) and Leonid Blinn Dental, P.A. (hereafter called the Affiliating Site).

WHEREAS, it is of mutual interest and benefit that the students enrolled in the Manatee Technical College Health Science Program are provided the opportunity and benefit of the educational facilities of Leonid Blinn Dental, P.A. for clinical experience.

NOW, THEREFORE, in consideration of the premises, which are hereby deemed to be incorporated into this Agreement as an integral part hereof and not mere recital hereto, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Affiliating Site, the Health Science program, and the School hereby agree as follows:

RESPONSIBILITIES OF THE SCHOOL: The School shall perform all of the following duties and obligations with due diligence, due care and in good faith:

Provision to Provide Educational Services: The School shall provide to the Affiliating Site Health Science Education students who have demonstrated a basic level of proficiency and ability to perform technical skills as required by their specific program. School personnel shall also provide the requisite instruction, supervision and guidance required in this phase of the program. The School will assign a program coordinator to make periodic coordinating visits to the Affiliating Site. The program coordinator shall, upon request, provide evidence of all initial and periodic reasonable background checks, health screens and drug tests that are conducted or obtained by, or are verified as acceptable to Affiliating Site. The School program coordinator will collaborate with assigned site personnel to ensure that students meet identified curriculum competencies, and has the authority--*after consultation with the Affiliating Site*--to discontinue the training of any student if deemed appropriate. The student, when in training at the Affiliating Site, will at all times be under the direct supervision of assigned personnel at the Affiliating Site, and that person(s) will complete the student evaluation record (efficiency rating) in collaboration with the School program coordinator.

Non Discrimination: Neither the School nor its personnel shall discriminate against any patient or other person on the basis of sex, sexual preference, race, creed, color, age, national origin or disability.

Patient Records: The School shall ensure that all required patient records relating to the educational services rendered by its personnel and students are prepared and maintained in accordance with applicable Florida and Federal law and any other requirements that may be imposed by Affiliating Site or any applicable Payor. All such records shall be delivered to and maintained by and in accordance with its

policies and procedures. The School shall ensure that its personnel and students at all times maintain the confidentiality of medical records in accordance with applicable laws and regulations.

Incident/Injury Reporting: The School shall be responsible for advising its personnel and students to report any incident/injury that occurs during the performance of any services by such personnel or students under this Agreement or that is witnessed as having occurred on the property of the Affiliating Site. The Affiliating Site shall be responsible for implementing the post-exposure protocol in Exhibit A. Neither the School, the program, its personnel, nor the Affiliating Site shall be responsible for any medical care, counseling or other necessary follow up as a consequence of such incident/injury. The School, its personnel and students shall be responsible for compliance with any State or Federal statutes, regulations, rulings or orders related to safe work practices and environment. The SCHOOL BOARD OF MANATEE COUNTY, the School, and the Affiliating Site will follow the post- exposure evaluation protocols established in Exhibit A.

INSURANCE: During the term of this Agreement and any extension thereof, the School shall maintain, at its own cost and expense, professional liability insurance with minimum coverage of at least $1 million per occurrence and $3 million in the aggregate. If such coverage is pursuant to a claims-made policy, and it is terminated for any reason during the term of this Agreement or during a period of three (3) years after the termination of this Agreement, then the School will obtain and maintain tail or prior acts coverage for a period of three (3) years after termination thereof. In addition, the School agrees to maintain general liability insurance to cover its actions and those of its personnel and Workers' Compensation coverage (in such amounts as may be required by law) for its personnel. Upon request of the Affiliating Site, the School will provide a certificate of insurance verifying coverage, and the School will notify Affiliating Site in writing within two (2) business days of any cancellation or adverse modification of such insurance coverage. If the School fails to obtain or maintain the insurance required hereunder, Affiliating Site at its option may terminate this Agreement.

Affiliating Site shall obtain and maintain professional liability and general liability insurance in the minimum amounts of $1 million per occurrence and $3 million in the aggregate per annum that provides coverage for activities that the Affiliating Site and their employees participate in pursuant to this Agreement. Evidence of professional and general liability insurance coverage shall be provided to School annually unless requested earlier. Affiliating Site shall give School thirty (30) days prior written notice to the extent Affiliating Site has such notice of impending cancellation or termination of such insurance and, upon cancellation or termination thereof, shall immediately notify School. In the event that Affiliating Site maintains claims-made coverage, and Affiliating Site's coverage is terminated within three (3) years of the date on which School ceases to participate or have its Students or Faculty Members participate in Site Activities pursuant to this Agreement, Affiliating Site shall obtain "tail coverage," or other prior acts coverage, if such coverage is available, in the amount stated above until the expiration of three (3) years from the last date on which School, a Student, or a Faculty Member participated in a Site Activity, as contemplated by this Agreement. Failure to secure and maintain the insurance coverage required by this Section shall constitute a material default and the Agreement may be terminated by School.

RESPONSIBILITIES OF HEALTH CARE FACILITY (Affiliating Site) The Affiliating Site shall perform all of the following duties and obligations with due diligence, care, and in good faith.

1. The personnel of the Affiliating Site will recognize the student as a participant in an educational program, and will be willing to cooperate as appropriate to make arrangements for teaching situations for the student that will contribute to his growth and development of skills.

2. The Affiliating Site shall certify to the School that it is licensed and fully accredited by an appropriate accrediting body and that the individual responsible for direction of the student is licensed/certified in the State of Florida.

3. Students shall not receive compensation for their participation in the above educational experiences.

4. Adequate time will be allowed for orientation of the student to the Affiliating Site.

5. The student, when in training at the Affiliating Site, will at all times be under the direct supervision by designated personnel who is/are licensed/certified by the State of Florida.

6. Assignments in the Affiliating Site at no time will exceed that which permits good care for patients/clients, exceeds state statutes, ratios or guidelines, and good learning practice. It is recognized that the assignments may vary with the ability of the student and the conditions of the site.

7. At the end of the clinical experience, an evaluation will be completed for each student in terms of his personal characteristics, knowledge and performance of skills. The evaluation report will be developed-- in collaboration with the School coordinator-- by a designated person who has direct knowledge of the student's performance in the area in which the student gains experience.

8. The Affiliating Site will provide the student with emergency medical care (first-aid) in the event of an accident or injury. In the event of accident, injury, or serious illness of the student, the Affiliating Site will ***immediately*** notify the School Assistant Director and the School coordinator. The coordinator will notify the appropriate emergency contact for that student.

9. The student will be subject to the rules and regulations of the Affiliating Site. The Affiliating Site will have the right to discontinue the training of any student on its premises, upon consultation with the School coordinator.

10. The student may be scheduled for assignment during regular operating hours of the Affiliating Site.

Provision of Facilities and Equipment: The Affiliating Site shall provide appropriate space designated by the facility for the educational experience, plus any equipment, expendable supplies and services necessary for the proper operation of the educational experience. In connection with the foregoing, Affiliating Site shall be responsible for compliance by its facility and its personnel with any State or Federal statutes, regulations, rulings or orders related to safe work practices and environment.

Provision of Educational Experience*:* The Affiliating Site shall have adequate means for educational experiences, including:

- provide opportunities for observational and practice experiences in the patient units and clinics and in other departments
- assist in the orientation of the School personnel and students to the physical facilities, policies, and procedures of the facility, as required;
- allow the School personnel and students, at their own expense, to use cafeteria facilities, if available.
- retain overall responsibilities for quality of patient care;
- the facility shall certify to the School that it is licensed and fully accredited by an appropriate

accrediting body and the individual responsible for direction of the student is licensed in the State of Florida.

INDEPENDENCE OF THE PARTIES; NO CONNECTION TO REFERRALS: In the performance of their separate businesses, it is understood and agreed by Affiliating Site that the School and each shall be, and at all times is, an independent and unrelated entity acting and performing as a separate business. Accordingly, none of the provisions of this Agreement are intended to create, nor shall be deemed or construed to create, any relationship between the School and Affiliating Site other than that of independent entities contracting with each other solely for the purpose of achieving the provisions of this Agreement. The parties hereto shall be considered to be independent, and neither of them, nor any of their respective representatives, employees or agents shall be construed to be the agent, employee, servant or representative of the other.

TERM AND RENEWAL-- TERMINATION:

(a) **Term and Renewal:** This Agreement shall be in effect from the date of the signature of the School Board Chair for a period of three years, through __June 30, 2025__, upon which time the School and Affiliating Site have the option, without change to this Agreement, to extend this Agreement for a period of an additional three years.

(b) **Termination for Cause:** The School Board of Manatee County reserves the right to terminate this contract in whole or in part at any time before the date of completion, in the event it is determined that the Affiliating Site has failed to comply with the conditions of the agreement. The School Board shall promptly notify the Affiliating Site in writing of the determination and the reasons for the termination, together with the effective date of the termination. Payments made to Affiliating Site or recoveries by the School Board under contracts terminated for cause shall be in accordance with the legal rights and liabilities of the parties under the laws of the State of Florida.

(c) Termination for Convenience: Termination of this contract in whole or in part may be made by School District Manatee County when the district determines that the continuation of the contract would not produce beneficial results commensurate with the further expenditure of funds or in furtherance of the goals and directives of the School District of Manatee County. Termination may be initiated within 30 days' notice when Board approval is not required and subject to Board approval when required.

(d) **Effect of Illegality or Reimbursement Changes:** If a legislative body, a court of competent jurisdiction or an administrative agency having authority to regulate any of the parties, holds this Agreement or the obligations to be performed hereunder to be illegal under this Agreement, then the parties agree to negotiate in good faith to amend this Agreement. If necessary, this Agreement shall be deemed suspended until such amendment can be accomplished. Otherwise, the parties agree, for a period of sixty (60) days, to restructure the practical conduct of this contractual arrangement in a manner that will eliminate the illegal or unenforceable aspects hereof.

CONSTRUCTION AND INTERPRETATION

Compliance with Jessica Lunsford Act: The School District of Manatee County and State of Florida, requires all contractors/subcontracts to comply with the Jessica Lunsford Act (JLA) which consists of a level II background screening via fingerprinting. Providers, individuals or entities under contract with the School Board of Manatee County required to go on school grounds when students are present, must comply with the requirements of the law and agree to indemnify and hold harmless the School Board of Manatee County for any claims made against the School Board related to the failure to comply with

Florida Statute Section 1012.465 and Section 1012.32 Florida Statutes. Information on JLA requirements and how to comply can be accessed at: http://www.manateeschools.net/pages/SDMC/Departments/District_Support_Services/Purchasing/Jessica_Lunsford_Act

Assignment: Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the prior written consent of the other party (not to be unreasonably withheld.) If this matter pertains to a school that becomes a Charter School, this contract may be cancelled by The School Board of Manatee County upon thirty days written notice and The School Board of Manatee County will be released of any and all obligations under this contract.

Third Party Beneficiaries: This agreement constitutes the entire agreement between the parties and supersedes any and all prior agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment or waiver of any provision of this agreement will be effective unless in writing and signed by both parties.

Governing Law: This agreement will be governed by the internal laws of the State of Florida, without regard to its conflicts of laws rules. Each party agrees to comply with all applicable laws in the performance of this agreement. All disputes are to be resolved in Manatee County, Florida by binding Arbitration before the American Arbitration Association or other mutually agreed and similar forum. The costs of such dispute will be borne by the individual party.

Relationship of Parties: The parties are independent contractors. This agreement does not create a partnership, franchise, joint venture, agency or employment relationship between the parties. It is expressly acknowledged that the School Board of Manatee County does not direct or control the work or services to be performed, or how to perform such work or services under this agreement.

Indemnification: Affiliating Site with the School Board of Manatee County agrees to defend indemnify and hold harmless The School Board of Manatee County, their agents, employees, officers and Board Members against any and all third-party claims, loses, damages, expenses, or liabilities arising from any action or failure to act with respect to this agreement. When pertaining to a services contract, the Affiliating Site, will obtain at its own cost and expense general liability insurance with minimum coverage amounts of at least one million dollars per occurrence and three million dollars in excess coverage and such insurance will name The School Board of Manatee County, their Board Members and School District Employees as an additional insured. A certificate of insurance will be furnished within ten business days from the execution of this agreement. Failure to provide such insurance allows the School Board of Manatee County, the election to immediately terminate this agreement.

Confidentiality: Confidentiality is subject to the Florida Public Records Act and all Federal, State and Local Statutes, including but not limited to Trademark Protection, Copyright protection, Family Educational Rights and Privacy Act of 1996, Health Insurance Portability and Accountability Act of 1996, Family Medical Leave Act of 1993, Americans with Disabilities Act of 1990, and Genetic Information Non Discrimination Act of 2008.

Sovereign Immunity: The parties acknowledge and agree that the School Board of Manatee County, Florida, as a political subdivision of the State of Florida, is a sovereign entity that is by law immune from suit except to the extent specified in 768.28 of Florida Statutes. No provision of the agreement shall constitute, or be interpreted as, a waiver of sovereign immunity, and all defenses relative to sovereign immunity shall be preserved.

Contact with Students: Unless otherwise specified, the contracting party with The School Board of Manatee County will have no employees or independent contractors, material men, supplier or anyone involved in any manner with projects resulting from this proposal shall have direct or indirect contact with students at project sites. A violation of this provision shall result in immediate termination of the offender and issuance of a trespass notice from the School District. Vendor/Proposer shall be responsible for insuring compliance by all employees, independent contractors and sub-contractors or other persons involved in any manner with projects resulting from this proposal.

Standards of Conduct: The contracting party with The School Board of Manatee County will be held to the same standards of conduct as employees of the School District of Manatee County while conducting business with the District. These standards, as defined in School Board Policies, will apply not only to employees of the vendor, but also to the employees of its sub-contractors.

Severability and Waiver: If any provision of this agreement is held to be contrary to law, the provision will be subjected to modification and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this agreement will remain in effect. No failure or delay by either party to exercise a right under this agreement will be a waiver of that right.

Force Majeure: The term "FORCE MAJEURE" means circumstances beyond the reasonable control of a party, (such as acts of God, government restrictions, wars, insurrections, labor disputes, financial insolvency, economic hardship, strife, failure of suppliers, communications or data systems) which delay or prevent the party from performing under the terms of this agreement. Affected performance obligations will be suspended during the duration of the Force Majeure. In the event that the Force Majeure persists more than 90 days, the party may elect to terminate this agreement upon written notice.

Equal Opportunity: The Affiliating Site agrees to comply with the provisions of the Civil Rights Act of 1991, The Civil Rights Act of 1964, and The Americans with Disabilities Act, Age Discrimination in Employment Act, Section 1000.05, Florida Statutes, and The Pregnancy Discrimination Act. Said Affiliating Site further agrees not to discriminate on the basis of race, sex, national origin, religion, handicap, age or marital status.

Federal Debarment & Suspension Certification: This agreement is subject to the requirement by Executive Order 12549, Debarment and Suspension, 7CFR Part 3017.510 and/or 34 CFR Part 85, Section 85.510.

Compliance With Sunshine Act: The Florida Sunshine Law is a series of laws designed to guarantee that the public has access to the public records of governmental bodies in Florida, Fla. Stat. sec. 286.011 et seq, and Fla. Stat. sec. 119.01 et. seq. The Affiliating Site with The School Board of Manatee County hereby acknowledges and agrees to comply with The Florida "Sunshine" Law, including but, not limited to keeping and maintaining all records that relate and/or pertain to the terms of this agreement available for inspection and copying, public records requests, internal audits and for any other informational purpose.

School District Policy: In accordance with School Board of Manatee County Policy and Procedures, no contract for providing supplies, equipment or services shall be effected with any individual or business entity in which any member of the School Board of Manatee County or the Superintendent has any financial interest. No contract for goods or services may be made with any business entity in which the Superintendent, Board Member or their spouse or child has an employment relationship or a material interest. No School Board employee may directly or indirectly purchase or recommend for purchase of

goods or services from any business organization in which his/her spouse or child has a material interest as defined in F.S. 112.

Compliance with Regulations: Federal, state, county, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the proposer will in no way be a cause for relief from responsibility. The proposer shall have in their possession and must provide all applicable insurance, permits, licenses, etc., which may be required by federal, state, or county law to furnish services under the scope of this contract. The successful proposer(s) must not be in violation of any zoning or other ordinances in the performance of this contract.

Safety Standards: All equipment must meet the applicable requirements of the Occupational Safety and Health Act (OSHA) and any standards there under.

Tax Exemptions: When purchasing directly from a supplier the School District of Manatee County, Florida is exempt from Federal Excise, State Sales and Use Taxes. Tax exemption certificates and numbers will be furnished on request.

Other Provisions:

Possession of Firearms: Possession of firearms will not be tolerated on the project or any School District of Manatee County property. No person who has a firearm in their vehicle may park their vehicle on School District property. Furthermore, no person may possess or bring a firearm on School District property. If any employee or independent contractor of the vendor/proposer, or any of its sub-contractors, is found to have brought a firearm on School District property, said employee or independent contractor shall be immediately removed and terminated from the project by the vendor/proposer. If a sub-contractor fails to terminate said employee or independent contractor, the vendor/proposer shall terminate its agreement with the sub-contractor. If the vendor/proposer fails to terminate said employee or independent contractor or fails to terminate the agreement with the sub-contractor who fails to terminate said employee or independent contractor, this agreement may be terminated by the School District of Manatee County. "Firearm" means any weapon (including a starter gun or antique firearm) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any destructive devise, or any machine gun. Powder actuated construction nailers and fasteners are excluded from this definition.

Criminal Acts: Employment on the project by the Affiliating Site, or any of its subcontractors, of any employee, or independent contractor, with any prior convictions of any crimes against children, crimes of violence or crimes of moral turpitude will not be tolerated. If it is determined that any person with such criminal history is on the project site, the Affiliating Site agrees to take all steps necessary to remove such person from the project and the property. The School District of Manatee County shall have the right to terminate this agreement if the Affiliating Site does not comply with this provision.

Possession/Use/Under the Influence of Mind Altering Substances: Possession/use and/or being under the influence of any illegal mind altering substances, such as, but not limited to alcohol and/or substances delineated in Chapter 893, Florida Statutes, by Affiliating Site employees or independent contractors or its sub-contractors employees or independent contractors will not be tolerated on School District property. If any employee or independent contractor is found to have brought and/or used or is under the influence of any illegal mind-altering substances as described above on School District property, said employee or independent contractor shall be removed and terminated from the project by the Affiliating Site. If a sub-contractor fails to terminate said

employee or independent contractor, the Affiliating Site shall terminate its agreement with the sub-contractor. If the Affiliating Site fails to terminate said employee or independent contractor or fails to terminate the agreement with the sub-contractor who fails to terminate said employee or independent contractor, this agreement may be terminated by the School District of Manatee County.

Entire Agreement: This agreement constitutes the entire agreement between the parties and supersedes all prior agreements, proposals or representations, whether written or oral, concerning its subject matter. No modification, amendment, or waiver of any provision of this agreement will be effective unless in writing and signed by both parties. Notice is by writing sent certified mail.

Headings: The headings of the various sections and paragraphs in this Agreement are inserted for the convenience of the parties and shall not affect the meaning, construction or interpretation of this Agreement.

Custodian of Public Records: If the vendor has questions regarding the applicability of chapter 119, Florida statutes, to the contractor's duty to provide public records relating to this contract, contact the custodian of public records: Public Records Custodian 215 Manatee Avenue W. Bradenton, Florida, 34205 (941) 708-8770 publicrecords@manateeschools.net

COUNTERPARTS: This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, Leonid Blinn Dental, P.A. and Manatee Technical College have duly executed this Agreement.

THE SCHOOL DISTRICT OF MANATEE COUNTY

Date_____ By: _____
Superintendent, School District of Manatee County

Date_____ By: _____
Chair, School Board of Manatee County

Date_____ By: _____
Mitchell Teitelbaum, Esq. General Counsel

Date_____ By: _____
(Affiliating Site Authorized Signature)

Title:_____

EXHIBIT A

POST - EXPOSURE PROTOCOLS FOR STUDENT EXPOSURES TO BLOODBORNE PATHOGENS AT THE (Affiliating Site)

Student Exposure to Bloodborne Pathogens

In the event a student is exposed to blood or other potentially infectious materials, the (Affiliating Site), business, or governmental entity shall immediately provide the attached ***Notification Letter for Adult Health Occupation Students*** to the exposed student to sign and date. The (Affiliating Site), shall immediately call the Adult Health Occupations Administrator and provide a copy of the signed attached ***Notification Letter for Adult Health Occupation Students*** to them and retain a copy for their records. The (Affiliating Site), shall immediately advise the exposed student to go to their family physician, urgent care facility or hospital emergency room to seek immediate evaluation and treatment. The (Affiliating Site), shall attempt to obtain consent from the source individual to have their blood tested to determine HBV, HCV and HIV infectivity and provide that information to the student through their designated licensed healthcare professional. The (Affiliating Site), shall comply with all federal, state and local regulations related to maintaining medical confidentiality and protection of personal health information. The School District of Manatee County and the (Affiliating Site), are not responsible for the payment of costs related to a student's post-exposure evaluation, prophylaxis, counseling or treatment. The student is responsible for the payment of all costs related to exposure evaluation and treatment.

School Board of Manatee County

P.O. Box 9069
Bradenton, Florida 34206-9069

Cynthia Saunders
SUPERINTENDENT
** * **
215 MANATEE AVENUE WEST
BRADENTON, FL 34205
TELEPHONE (941)708-8770
FAX (941)708-8686

SCHOOL BOARD
*Rev. James Golden, CHAIR**
Gina Messenger, Vice Chair
CHAD CHOATE III
MARY FOREMAN

Notification Letter for Adult Health Occupation Student

Date: _____

Instructor: _____ Class: _____

Dear Student:

You, _____, were involved in an incident where you may have been exposed to blood and/or other potentially infectious materials on _____.
(Date)

You must consult with your family physician, urgent-care facility or hospital emergency room for further evaluation and follow-up.

This is a very important health matter and your prompt attention is necessary to avoid any possibility of complications in the future.

Please complete the Adult Health Occupation Student section below. The business entity shall provide a copy of the signed letter to you and a copy to your instructor.

Please call your instructor if you have any questions.

_____
Signature

_____
Health Care Facility

TO BE COMPLETED BY THE ADULT HEALTH OCCUPATION STUDENT

I, _____, acknowledge receipt of this letter.

_____ _____
Adult Health Occupation Student's Signature Date Signed

Rev. 01/12/2022

Detail by Officer/Registered Agent Name

Florida Profit Corporation
LEONID BLINN DENTAL, P.A.

Filing Information

Document Number	P15000065489
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Effective Date	08/03/2015
State	FL
Status	ACTIVE

Principal Address

5631 Clark Road
SARASOTA, FL 34233

Changed: 02/15/2022

Mailing Address

5794 SPIDER LILY CIR
SARASOTA, FL 34238

Changed: 02/22/2019

Registered Agent Name & Address

Blinn, Leonid
5794 SPIDER LILY CIR
SARASOTA, FL 34238

Name Changed: 02/22/2019

Address Changed: 02/22/2019

Officer/Director Detail

Name & Address

Title P

BLINN, LEONID
5794 SPIDER LILY CIR
SARASOTA, FL 34238

Annual Reports

Report Year	Filed Date
2020	01/27/2020
2021	02/01/2021
2022	02/15/2022

Document Images

02/15/2022 -- ANNUAL REPORT	View image in PDF format
02/01/2021 -- ANNUAL REPORT	View image in PDF format
01/27/2020 -- ANNUAL REPORT	View image in PDF format
02/22/2019 -- ANNUAL REPORT	View image in PDF format
02/23/2018 -- ANNUAL REPORT	View image in PDF format
05/01/2017 -- ANNUAL REPORT	View image in PDF format
03/11/2016 -- ANNUAL REPORT	View image in PDF format
08/03/2015 -- Domestic Profit	View image in PDF format

Florida Department of State, Division of Corporations

AGENDA ITEM NO. 9.2

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the New Agreement Between the School Board of Manatee County and Frank A. Kaman Sr., DDS, P.A. for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact

Executive Summary
The School Board has, over the years, contracted with providers for clinical experience and/or on-the-job training for District students.

In order for the students to participate in this type of clinical or on-the-job experience, it is necessary for the participating office to sign an agreement with the School District. The opportunity to receive this type of clinical experience is a great advantage to our students. Not only do they obtain a valuable hands-on learning experience, but also placements result in permanent jobs for the students after they finish their training.

A copy of the agreement is attached for review.

Clinical Providers for Dental Assisting: Frank A. Kaman Sr., DDS, P.A. Frank Kaman Sr., President

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Manatee Technical College | Goal 1
Keep pace with the growth of Manatee County by expanding educational opportunities for students and business and industry.

Manatee Technical College | Goal 2
Expand workforce development education for high-skill, high-wage occupations to meet the local needs of our fast-growing economy.

Recommendation
The Superintendent recommends approval of the new agreement between the School Board of Manatee County and Frank A. Kaman Sr., DDS, P.A. for clinical experience for Manatee Technical College (MTC) Dental Assisting students for the 2022-2025 school years, no financial impact.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Adult, Career and Technical Education
Initiated By: Dr. Paul Gansemer

Attachments:
Frank A. Kaman, SR DDS PA Affiliation Agreement 2022-2025

The School Board of Manatee County
d/b/a Manatee Technical College
Affiliation Agreement for Clinical Practice

AGREEMENT for affiliation with Frank A. Kaman, SR. D.D.S., P.A.

Address: 5664 Bee Ridge Road, Suite #200, Sarasota, Florida 34233

This agreement is made this _16___ day of August, between the School Board of Manatee County, Florida, d/b/a Manatee Technical College (hereafter called the School) and Frank A. Kaman, SR. D.D.S., P.A. (hereafter called the Affiliating Site).

WHEREAS, it is of mutual interest and benefit that the students enrolled in the Manatee Technical College Health Science Program are provided the opportunity and benefit of the educational facilities of Frank A. Kaman, SR. D.D.S., P.A. for clinical experience.

NOW, THEREFORE, in consideration of the premises, which are hereby deemed to be incorporated into this Agreement as an integral part hereof and not mere recital hereto, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Affiliating Site, the Health Science program, and the School hereby agree as follows:

RESPONSIBILITIES OF THE SCHOOL: The School shall perform all of the following duties and obligations with due diligence, due care and in good faith:

Provision to Provide Educational Services: The School shall provide to the Affiliating Site Health Science Education students who have demonstrated a basic level of proficiency and ability to perform technical skills as required by their specific program. School personnel shall also provide the requisite instruction, supervision and guidance required in this phase of the program. The School will assign a program coordinator to make periodic coordinating visits to the Affiliating Site. The program coordinator shall, upon request, provide evidence of all initial and periodic reasonable background checks, health screens and drug tests that are conducted or obtained by, or are verified as acceptable to Affiliating Site. The School program coordinator will collaborate with assigned site personnel to ensure that students meet identified curriculum competencies, and has the authority--*after consultation with the Affiliating Site*--to discontinue the training of any student if deemed appropriate. The student, when in training at the Affiliating Site, will at all times be under the direct supervision of assigned personnel at the Affiliating Site, and that person(s) will complete the student evaluation record (efficiency rating) in collaboration with the School program coordinator.

Non Discrimination: Neither the School nor its personnel shall discriminate against any patient or other person on the basis of sex, sexual preference, race, creed, color, age, national origin or disability.

Patient Records: The School shall ensure that all required patient records relating to the educational services rendered by its personnel and students are prepared and maintained in accordance with applicable Florida and Federal law and any other requirements that may be imposed by Affiliating Site or any applicable Payor. All such records shall be delivered to and maintained by and in accordance with its

policies and procedures. The School shall ensure that its personnel and students at all times maintain the confidentiality of medical records in accordance with applicable laws and regulations.

Incident/Injury Reporting: The School shall be responsible for advising its personnel and students to report any incident/injury that occurs during the performance of any services by such personnel or students under this Agreement or that is witnessed as having occurred on the property of the Affiliating Site. The Affiliating Site shall be responsible for implementing the post-exposure protocol in Exhibit A. Neither the School, the program, its personnel, nor the Affiliating Site shall be responsible for any medical care, counseling or other necessary follow up as a consequence of such incident/injury. The School, its personnel and students shall be responsible for compliance with any State or Federal statutes, regulations, rulings or orders related to safe work practices and environment. The SCHOOL BOARD OF MANATEE COUNTY, the School, and the Affiliating Site will follow the post- exposure evaluation protocols established in Exhibit A.

INSURANCE: During the term of this Agreement and any extension thereof, the School shall maintain, at its own cost and expense, professional liability insurance with minimum coverage of at least $1 million per occurrence and $3 million in the aggregate. If such coverage is pursuant to a claims-made policy, and it is terminated for any reason during the term of this Agreement or during a period of three (3) years after the termination of this Agreement, then the School will obtain and maintain tail or prior acts coverage for a period of three (3) years after termination thereof. In addition, the School agrees to maintain general liability insurance to cover its actions and those of its personnel and Workers' Compensation coverage (in such amounts as may be required by law) for its personnel. Upon request of the Affiliating Site, the School will provide a certificate of insurance verifying coverage, and the School will notify Affiliating Site in writing within two (2) business days of any cancellation or adverse modification of such insurance coverage. If the School fails to obtain or maintain the insurance required hereunder, Affiliating Site at its option may terminate this Agreement.

Affiliating Site shall obtain and maintain professional liability and general liability insurance in the minimum amounts of $1 million per occurrence and $3 million in the aggregate per annum that provides coverage for activities that the Affiliating Site and their employees participate in pursuant to this Agreement. Evidence of professional and general liability insurance coverage shall be provided to School annually unless requested earlier. Affiliating Site shall give School thirty (30) days prior written notice to the extent Affiliating Site has such notice of impending cancellation or termination of such insurance and, upon cancellation or termination thereof, shall immediately notify School. In the event that Affiliating Site maintains claims-made coverage, and Affiliating Site's coverage is terminated within three (3) years of the date on which School ceases to participate or have its Students or Faculty Members participate in Site Activities pursuant to this Agreement, Affiliating Site shall obtain "tail coverage," or other prior acts coverage, if such coverage is available, in the amount stated above until the expiration of three (3) years from the last date on which School, a Student, or a Faculty Member participated in a Site Activity, as contemplated by this Agreement. Failure to secure and maintain the insurance coverage required by this Section shall constitute a material default and the Agreement may be terminated by School.

RESPONSIBILITIES OF HEALTH CARE FACILITY (Affiliating Site) **The** Affiliating Site shall perform all of the following duties and obligations with due diligence, care, and in good faith.

1. The personnel of the Affiliating Site will recognize the student as a participant in an educational program, and will be willing to cooperate as appropriate to make arrangements for teaching situations for the student that will contribute to his growth and development of skills.

2. The Affiliating Site shall certify to the School that it is licensed and fully accredited by an appropriate accrediting body and that the individual responsible for direction of the student is licensed/certified in the State of Florida.

3. Students shall not receive compensation for their participation in the above educational experiences.

4. Adequate time will be allowed for orientation of the student to the Affiliating Site.

5. The student, when in training at the Affiliating Site, will at all times be under the direct supervision by designated personnel who is/are licensed/certified by the State of Florida.

6. Assignments in the Affiliating Site at no time will exceed that which permits good care for patients/clients, exceeds state statutes, ratios or guidelines, and good learning practice. It is recognized that the assignments may vary with the ability of the student and the conditions of the site.

7. At the end of the clinical experience, an evaluation will be completed for each student in terms of his personal characteristics, knowledge and performance of skills. The evaluation report will be developed-- in collaboration with the School coordinator-- by a designated person who has direct knowledge of the student's performance in the area in which the student gains experience.

8. The Affiliating Site will provide the student with emergency medical care (first-aid) in the event of an accident or injury. In the event of accident, injury, or serious illness of the student, the Affiliating Site will ***immediately*** notify the School Assistant Director and the School coordinator. The coordinator will notify the appropriate emergency contact for that student.

9. The student will be subject to the rules and regulations of the Affiliating Site. The Affiliating Site will have the right to discontinue the training of any student on its premises, upon consultation with the School coordinator.

10. The student may be scheduled for assignment during regular operating hours of the Affiliating Site.

Provision of Facilities and Equipment: The Affiliating Site shall provide appropriate space designated by the facility for the educational experience, plus any equipment, expendable supplies and services necessary for the proper operation of the educational experience. In connection with the foregoing, Affiliating Site shall be responsible for compliance by its facility and its personnel with any State or Federal statutes, regulations, rulings or orders related to safe work practices and environment.

Provision of Educational Experience*:* The Affiliating Site shall have adequate means for educational experiences, including:

- provide opportunities for observational and practice experiences in the patient units and clinics and in other departments
- assist in the orientation of the School personnel and students to the physical facilities, policies, and procedures of the facility, as required;
- allow the School personnel and students, at their own expense, to use cafeteria facilities, if available.
- retain overall responsibilities for quality of patient care;
- the facility shall certify to the School that it is licensed and fully accredited by an appropriate

accrediting body and the individual responsible for direction of the student is licensed in the State of Florida.

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(a) **Term and Renewal:** This Agreement shall be in effect from the date of the signature of the School Board Chair for a period of three years, through __June 30, 2025__, upon which time the School and Affiliating Site have the option, without change to this Agreement, to extend this Agreement for a period of an additional three years.

(b) **Termination for Cause:** The School Board of Manatee County reserves the right to terminate this contract in whole or in part at any time before the date of completion, in the event it is determined that the Affiliating Site has failed to comply with the conditions of the agreement. The School Board shall promptly notify the Affiliating Site in writing of the determination and the reasons for the termination, together with the effective date of the termination. Payments made to Affiliating Site or recoveries by the School Board under contracts terminated for cause shall be in accordance with the legal rights and liabilities of the parties under the laws of the State of Florida.

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Compliance with Jessica Lunsford Act: The School District of Manatee County and State of Florida, requires all contractors/subcontracts to comply with the Jessica Lunsford Act (JLA) which consists of a level II background screening via fingerprinting. Providers, individuals or entities under contract with the School Board of Manatee County required to go on school grounds when students are present, must comply with the requirements of the law and agree to indemnify and hold harmless the School Board of Manatee County for any claims made against the School Board related to the failure to comply with

Florida Statute Section 1012.465 and Section 1012.32 Florida Statutes. Information on JLA requirements and how to comply can be accessed at: http://www.manateeschools.net/pages/SDMC/Departments/District_Support_Services/Purchasing/Jessica_Lunsford_Act

Assignment: Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the prior written consent of the other party (not to be unreasonably withheld.) If this matter pertains to a school that becomes a Charter School, this contract may be cancelled by The School Board of Manatee County upon thirty days written notice and The School Board of Manatee County will be released of any and all obligations under this contract.

Third Party Beneficiaries: This agreement constitutes the entire agreement between the parties and supersedes any and all prior agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment or waiver of any provision of this agreement will be effective unless in writing and signed by both parties.

Governing Law: This agreement will be governed by the internal laws of the State of Florida, without regard to its conflicts of laws rules. Each party agrees to comply with all applicable laws in the performance of this agreement. All disputes are to be resolved in Manatee County, Florida by binding Arbitration before the American Arbitration Association or other mutually agreed and similar forum. The costs of such dispute will be borne by the individual party.

Relationship of Parties: The parties are independent contractors. This agreement does not create a partnership, franchise, joint venture, agency or employment relationship between the parties. It is expressly acknowledged that the School Board of Manatee County does not direct or control the work or services to be performed, or how to perform such work or services under this agreement.

Indemnification: Affiliating Site with the School Board of Manatee County agrees to defend indemnify and hold harmless The School Board of Manatee County, their agents, employees, officers and Board Members against any and all third-party claims, loses, damages, expenses, or liabilities arising from any action or failure to act with respect to this agreement. When pertaining to a services contract, the Affiliating Site, will obtain at its own cost and expense general liability insurance with minimum coverage amounts of at least one million dollars per occurrence and three million dollars in excess coverage and such insurance will name The School Board of Manatee County, their Board Members and School District Employees as an additional insured. A certificate of insurance will be furnished within ten business days from the execution of this agreement. Failure to provide such insurance allows the School Board of Manatee County, the election to immediately terminate this agreement.

Confidentiality: Confidentiality is subject to the Florida Public Records Act and all Federal, State and Local Statutes, including but not limited to Trademark Protection, Copyright protection, Family Educational Rights and Privacy Act of 1996, Health Insurance Portability and Accountability Act of 1996, Family Medical Leave Act of 1993, Americans with Disabilities Act of 1990, and Genetic Information Non Discrimination Act of 2008.

Sovereign Immunity: The parties acknowledge and agree that the School Board of Manatee County, Florida, as a political subdivision of the State of Florida, is a sovereign entity that is by law immune from suit except to the extent specified in 768.28 of Florida Statutes. No provision of the agreement shall constitute, or be interpreted as, a waiver of sovereign immunity, and all defenses relative to sovereign immunity shall be preserved.

Contact with Students: Unless otherwise specified, the contracting party with The School Board of Manatee County will have no employees or independent contractors, material men, supplier or anyone involved in any manner with projects resulting from this proposal shall have direct or indirect contact with students at project sites. A violation of this provision shall result in immediate termination of the offender and issuance of a trespass notice from the School District. Vendor/Proposer shall be responsible for insuring compliance by all employees, independent contractors and sub-contractors or other persons involved in any manner with projects resulting from this proposal.

Standards of Conduct: The contracting party with The School Board of Manatee County will be held to the same standards of conduct as employees of the School District of Manatee County while conducting business with the District. These standards, as defined in School Board Policies, will apply not only to employees of the vendor, but also to the employees of its sub-contractors.

Severability and Waiver: If any provision of this agreement is held to be contrary to law, the provision will be subjected to modification and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this agreement will remain in effect. No failure or delay by either party to exercise a right under this agreement will be a waiver of that right.

Force Majeure: The term "FORCE MAJEURE" means circumstances beyond the reasonable control of a party, (such as acts of God, government restrictions, wars, insurrections, labor disputes, financial insolvency, economic hardship, strife, failure of suppliers, communications or data systems) which delay or prevent the party from performing under the terms of this agreement. Affected performance obligations will be suspended during the duration of the Force Majeure. In the event that the Force Majeure persists more than 90 days, the party may elect to terminate this agreement upon written notice.

Equal Opportunity: The Affiliating Site agrees to comply with the provisions of the Civil Rights Act of 1991, The Civil Rights Act of 1964, and The Americans with Disabilities Act, Age Discrimination in Employment Act, Section 1000.05, Florida Statutes, and The Pregnancy Discrimination Act. Said Affiliating Site further agrees not to discriminate on the basis of race, sex, national origin, religion, handicap, age or marital status.

Federal Debarment & Suspension Certification: This agreement is subject to the requirement by Executive Order 12549, Debarment and Suspension, 7CFR Part 3017.510 and/or 34 CFR Part 85, Section 85.510.

Compliance With Sunshine Act: The Florida Sunshine Law is a series of laws designed to guarantee that the public has access to the public records of governmental bodies in Florida, Fla. Stat. sec. 286.011 et seq, and Fla. Stat. sec. 119.01 et. seq. The Affiliating Site with The School Board of Manatee County hereby acknowledges and agrees to comply with The Florida "Sunshine" Law, including but, not limited to keeping and maintaining all records that relate and/or pertain to the terms of this agreement available for inspection and copying, public records requests, internal audits and for any other informational purpose.

School District Policy: In accordance with School Board of Manatee County Policy and Procedures, no contract for providing supplies, equipment or services shall be effected with any individual or business entity in which any member of the School Board of Manatee County or the Superintendent has any financial interest. No contract for goods or services may be made with any business entity in which the Superintendent, Board Member or their spouse or child has an employment relationship or a material interest. No School Board employee may directly or indirectly purchase or recommend for purchase of

goods or services from any business organization in which his/her spouse or child has a material interest as defined in F.S. 112.

Compliance with Regulations: Federal, state, county, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the proposer will in no way be a cause for relief from responsibility. The proposer shall have in their possession and must provide all applicable insurance, permits, licenses, etc., which may be required by federal, state, or county law to furnish services under the scope of this contract. The successful proposer(s) must not be in violation of any zoning or other ordinances in the performance of this contract.

Safety Standards: All equipment must meet the applicable requirements of the Occupational Safety and Health Act (OSHA) and any standards there under.

Tax Exemptions: When purchasing directly from a supplier the School District of Manatee County, Florida is exempt from Federal Excise, State Sales and Use Taxes. Tax exemption certificates and numbers will be furnished on request.

Other Provisions:

Possession of Firearms: Possession of firearms will not be tolerated on the project or any School District of Manatee County property. No person who has a firearm in their vehicle may park their vehicle on School District property. Furthermore, no person may possess or bring a firearm on School District property. If any employee or independent contractor of the vendor/proposer, or any of its sub-contractors, is found to have brought a firearm on School District property, said employee or independent contractor shall be immediately removed and terminated from the project by the vendor/proposer. If a sub-contractor fails to terminate said employee or independent contractor, the vendor/proposer shall terminate its agreement with the sub-contractor. If the vendor/proposer fails to terminate said employee or independent contractor or fails to terminate the agreement with the sub-contractor who fails to terminate said employee or independent contractor, this agreement may be terminated by the School District of Manatee County. "Firearm" means any weapon (including a starter gun or antique firearm) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any destructive devise, or any machine gun. Powder actuated construction nailers and fasteners are excluded from this definition.

Criminal Acts: Employment on the project by the Affiliating Site, or any of its subcontractors, of any employee, or independent contractor, with any prior convictions of any crimes against children, crimes of violence or crimes of moral turpitude will not be tolerated. If it is determined that any person with such criminal history is on the project site, the Affiliating Site agrees to take all steps necessary to remove such person from the project and the property. The School District of Manatee County shall have the right to terminate this agreement if the Affiliating Site does not comply with this provision.

Possession/Use/Under the Influence of Mind Altering Substances: Possession/use and/or being under the influence of any illegal mind altering substances, such as, but not limited to alcohol and/or substances delineated in Chapter 893, Florida Statutes, by Affiliating Site employees or independent contractors or its sub-contractors employees or independent contractors will not be tolerated on School District property. If any employee or independent contractor is found to have brought and/or used or is under the influence of any illegal mind altering substances as described above on School District property, said employee or independent contractor shall be removed and terminated from the project by the Affiliating Site. If a sub-contractor fails to terminate said

employee or independent contractor, the Affiliating Site shall terminate its agreement with the sub-contractor. If the Affiliating Site fails to terminate said employee or independent contractor or fails to terminate the agreement with the sub-contractor who fails to terminate said employee or independent contractor, this agreement may be terminated by the School District of Manatee County.

Entire Agreement: This agreement constitutes the entire agreement between the parties and supersedes all prior agreements, proposals or representations, whether written or oral, concerning its subject matter. No modification, amendment, or waiver of any provision of this agreement will be effective unless in writing and signed by both parties. Notice is by writing sent certified mail.

Headings: The headings of the various sections and paragraphs in this Agreement are inserted for the convenience of the parties and shall not affect the meaning, construction or interpretation of this Agreement.

Custodian of Public Records: If the vendor has questions regarding the applicability of chapter 119, Florida statutes, to the contractor's duty to provide public records relating to this contract, contact the custodian of public records: Public Records Custodian 215 Manatee Avenue W. Bradenton, Florida, 34205 (941) 708-8770 publicrecords@manateeschools.net

COUNTERPARTS: This Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, Frank A. Kaman, SR. D.D.S., P.A. and Manatee Technical College have duly executed this Agreement.

THE SCHOOL DISTRICT OF MANATEE COUNTY

Date_____ By:

_____
Superintendent, School District of Manatee County

Date_____ By:

_____
Chair, School Board of Manatee County

Date_____ By:

_____
Mitchell Teitelbaum, Esq. General Counsel

Date_____ By:

_____
(Affiliating Site Authorized Signature)

Title:_____

EXHIBIT A

POST - EXPOSURE PROTOCOLS FOR STUDENT EXPOSURES TO BLOODBORNE PATHOGENS AT THE (Affiliating Site)

Student Exposure to Bloodborne Pathogens

In the event a student is exposed to blood or other potentially infectious materials, the (Affiliating Site), business, or governmental entity shall immediately provide the attached ***Notification Letter for Adult Health Occupation Students*** to the exposed student to sign and date. The (Affiliating Site), shall immediately call the Adult Health Occupations Administrator and provide a copy of the signed attached ***Notification Letter for Adult Health Occupation Students*** to them and retain a copy for their records. The (Affiliating Site), shall immediately advise the exposed student to go to their family physician, urgent care facility or hospital emergency room to seek immediate evaluation and treatment. The (Affiliating Site), shall attempt to obtain consent from the source individual to have their blood tested to determine HBV, HCV and HIV infectivity and provide that information to the student through their designated licensed healthcare professional. The (Affiliating Site), shall comply with all federal, state and local regulations related to maintaining medical confidentiality and protection of personal health information. The School District of Manatee County and the (Affiliating Site), are not responsible for the payment of costs related to a student's post-exposure evaluation, prophylaxis, counseling or treatment. The student is responsible for the payment of all costs related to exposure evaluation and treatment.

School Board of Manatee County

P.O. Box 9069
Bradenton, Florida 34206-9069

Cynthia Saunders
SUPERINTENDENT
** * **
215 MANATEE AVENUE WEST
BRADENTON, FL 34205
TELEPHONE (941)708-8770
FAX (941)708-8686

SCHOOL BOARD
*Rev. James Golden, CHAIR**
Gina Messenger, Vice Chair
CHAD CHOATE III
MARY FOREMAN

Notification Letter for Adult Health Occupation Student

Date: _____

Instructor: _____ Class: _____

Dear Student:

You, _____, were involved in an incident where you may have been exposed to blood and/or other potentially infectious materials on _____.
(Date)

You must consult with your family physician, urgent-care facility or hospital emergency room for further evaluation and follow-up.

This is a very important health matter and your prompt attention is necessary to avoid any possibility of complications in the future.

Please complete the Adult Health Occupation Student section below. The business entity shall provide a copy of the signed letter to you and a copy to your instructor.

Please call your instructor if you have any questions.

_____
Signature

_____
Health Care Facility

TO BE COMPLETED BY THE ADULT HEALTH OCCUPATION STUDENT

I, _____, acknowledge receipt of this letter.

_____ _____
Adult Health Occupation Student's Signature Date Signed

Rev. 01/12/2022

THE DOCTORS COMPANY

CERTIFICATE OF INSURANCE	Issue Date: **07/18/2022**
Effective Date: **02/09/2022**	**A Claims-Made Professional Liability Policy**
First Named Insured: **Frank Kaman Sr. DDS** **5664 Bee Ridge Road** **Suite 200** **Sarasota, FL 34233**	**IMPORTANT NOTICE:** This document is issued as a matter of information and does not confer rights to any recipient. This document is not binding, is not part of the Policy described below, and does not change or extend the coverage provided by that Policy.

Insured: **Frank Kaman Sr. DDS**	
Specialty: **DDS01 - General Dentistry**	
Policy Number:	Policy Period:
1355611	**From: 02/09/2022 To: 02/09/2023**
Retroactive Date:	Departure Period:
02/09/1986	**From: N/A To: N/A**
The Insured above is: ☒ A Named Insured ☐ A Locum Tenens ☐ An Additional Insured	Agency and Address: **FDA Services, Inc.** **545 John Knox Rd, Ste. 201** **Tallahassee, FL 32303** **(800)877-7597**

LIMITS OF LIABILITY

Claim Limit:	**$1,500,000**
Aggregate Limit:	**$4,500,000**

I. Locum Tenens and Additional Insureds share Limits of Liability with the applicable Named Insured.

II. Photocopies of this document are deemed as valid as the original.

III. The Policy, including Endorsements, determines the coverage provided. Some Claims may not be covered by the terms of the Policy, or may be subject to restrictions such as lower Limits of Liability.

IV. If the Policy, or coverage for any person, is canceled for any reason or if the terms of the Policy are changed, we will notify the First Named Insured (and any additional Named Insureds as required by applicable state law). Coverage is not in effect unless and until all payments are received when due.

V. If a Departure Period is indicated, the Policy will not respond to Probable Claim Events arising from Professional Services Incidents or Review Incidents that take place during the designated period; however, the Policy will respond if we receive a Claim Report during this period.



Detail by Entity Name

Florida Profit Corporation
FRANK A. KAMAN, SR. D D.S., P.A.

Filing Information

Document Number	P04000021545
FEI/EIN Number	86-1095070
Date Filed	01/29/2004
State	FL
Status	ACTIVE

Principal Address

5664 BEE RIDGE ROAD
SUITE #200
SARASOTA, FL 34233

Changed. 04/19/2015

Mailing Address

5664 BEE RIDGE ROAD
SUITE #200
SARASOTA, FL 34233

Changed 04/19/2015

Registered Agent Name & Address

Kaman, Frank A, Sr.
5347 Hunt Club Way
SARASOTA, FL 34238

Name Changed 06/10/2020

Address Changed: 06/10/2020

Officer/Director Detail

Name & Address

Title Pres

KAMAN, FRANK A, Sr DR.
5664 BEE RIDGE ROAD
SUITE #200
SARASOTA, FL 34233

Title SEC.

KAMAN, ELLEN M
5664 BEE RIDGE ROAD #200
SARASOTA, FL 34233

Title VP

Kaman, Frank A, Dr
5664 BEE RIDGE ROAD
SUITE #200
SARASOTA, FL 34233

Annual Reports

Report Year	Filed Date
2020	06/10/2020
2021	02/28/2021
2022	03/12/2022

Document Images

03/12/2022 -- ANNUAL REPORT	View image in PDF format
02/28/2021 -- ANNUAL REPORT	View image in PDF format
06/10/2020 -- ANNUAL REPORT	View image in PDF format
02/10/2019 -- ANNUAL REPORT	View image in PDF format
04/15/2018 -- ANNUAL REPORT	View image in PDF format
05/30/2017 -- ANNUAL REPORT	View image in PDF format
04/10/2016 -- ANNUAL REPORT	View image in PDF format
04/19/2015 -- ANNUAL REPORT	View image in PDF format
04/07/2014 -- ANNUAL REPORT	View image in PDF format
03/23/2013 -- ANNUAL REPORT	View image in PDF format
04/17/2012 -- ANNUAL REPORT	View image in PDF format
04/19/2011 -- ANNUAL REPORT	View image in PDF format
03/30/2010 -- ANNUAL REPORT	View image in PDF format
04/16/2009 -- ANNUAL REPORT	View image in PDF format
04/28/2008 -- ANNUAL REPORT	View image in PDF format
04/12/2007 -- ANNUAL REPORT	View image in PDF format
04/24/2006 -- ANNUAL REPORT	View image in PDF format
04/09/2005 -- ANNUAL REPORT	View image in PDF format
01/29/2004 -- Domestic Profit	View image in PDF format

AGENDA ITEM NO. 9.3

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the New Agreement Between the School Board of Manatee County and Carroll and Sutton Orthodontics, LLC, for Clinical Experience for Manatee Technical College (MTC) Dental Assisting Students for the 2022-2025 School Years, No Financial Impact

Executive Summary
The School Board has, over the years, contracted with providers for clinical experience and/or on-the-job training for District students.

In order for the students to participate in this type of clinical or on-the-job experience, it is necessary for the participating office to sign an agreement with the School District. The opportunity to receive this type of clinical experience is a great advantage to our students. Not only do they obtain a valuable hands-on learning experience, but also placements resulting in permanent jobs for the students after they finish their training.

A copy of the agreement is attached for review.

Clinical Providers for Dental Assisting: Carroll and Sutton Orthodontics, LLC

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Manatee Technical College | Goal 1
Keep pace with the growth of Manatee County by expanding educational opportunities for students and business and industry.

Manatee Technical College | Goal 2
Expand workforce development education for high-skill, high-wage occupations to meet the local needs of our fast-growing economy.

Recommendation
The Superintendent recommends approval of the new agreement between the School Board of Manatee County and Carroll and Sutton Orthodontics, LLC, for clinical experience for Manatee Technical College (MTC) Dental Assisting students for the 2022-2025 school years, no financial impact.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Adult, Career and Technical Education
Initiated by: Dr. Paul Gansemer

Attachments:
Carroll and Sutton Orthodontics, LLC Affiliation Agreement

The School Board of Manatee County
d/b/a Manatee Technical College
Affiliation Agreement for Clinical Practice

AGREEMENT for affiliation with Carroll & Sutton Orthodontics, LLC

Address: 8208 Tourist Center Dr., Bradenton, Florida 34201
1776 S. Tamiami Trail, South Venice, Florida 34293
3045 Bobcat Village Center Road, North Port, Florida 34288

This agreement is made this 11th day of August, between the School Board of Manatee County, Florida, d/b/a Manatee Technical College (hereafter called the School) and Carroll & Sutton Orthodontics, LLC (hereafter called the Affiliating Site).

WHEREAS, it is of mutual interest and benefit that the students enrolled in the Manatee Technical College Health Science Program are provided the opportunity and benefit of the educational facilities of Carroll & Sutton Orthodontics, LLC for clinical experience.

NOW, THEREFORE, in consideration of the premises, which are hereby deemed to be incorporated into this Agreement as an integral part hereof and not mere recital hereto, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Affiliating Site, the Health Science program, and the School hereby agree as follows:

RESPONSIBILITIES OF THE SCHOOL: The School shall perform all of the following duties and obligations with due diligence, due care and in good faith:

Provision to Provide Educational Services: The School shall provide to the Affiliating Site Health Science Education students who have demonstrated a basic level of proficiency and ability to perform technical skills as required by their specific program. School personnel shall also provide the requisite instruction, supervision and guidance required in this phase of the program. The School will assign a program coordinator to make periodic coordinating visits to the Affiliating Site. The program coordinator shall, upon request, provide evidence of all initial and periodic reasonable background checks, health screens and drug tests that are conducted or obtained by, or are verified as acceptable to Affiliating Site. The School program coordinator will collaborate with assigned site personnel to ensure that students meet identified curriculum competencies, and has the authority--*after consultation with the Affiliating Site*--to discontinue the training of any student if deemed appropriate. The student, when in training at the Affiliating Site, will at all times be under the direct supervision of assigned personnel at the Affiliating Site, and that person(s) will complete the student evaluation record (efficiency rating) in collaboration with the School program coordinator.

Non Discrimination: Neither the School nor its personnel shall discriminate against any patient or other person on the basis of sex, sexual preference, race, creed, color, age, national origin or disability.

Patient Records: The School shall ensure that all required patient records relating to the educational services rendered by its personnel and students are prepared and maintained in accordance with applicable

Florida and Federal law and any other requirements that may be imposed by Affiliating Site or any applicable Payor. All such records shall be delivered to and maintained by and in accordance with its policies and procedures. The School shall ensure that its personnel and students at all times maintain the confidentiality of medical records in accordance with applicable laws and regulations.

Incident/Injury Reporting: The School shall be responsible for advising its personnel and students to report any incident/injury that occurs during the performance of any services by such personnel or students under this Agreement or that is witnessed as having occurred on the property of the Affiliating Site. The Affiliating Site shall be responsible for implementing the post-exposure protocol in Exhibit A. Neither the School, the program, its personnel, nor the Affiliating Site shall be responsible for any medical care, counseling or other necessary follow up as a consequence of such incident/injury. The School, its personnel and students shall be responsible for compliance with any State or Federal statutes, regulations, rulings or orders related to safe work practices and environment. The SCHOOL BOARD OF MANATEE COUNTY, the School, and the Affiliating Site will follow the post- exposure evaluation protocols established in Exhibit A.

INSURANCE: During the term of this Agreement and any extension thereof, the School shall maintain, at its own cost and expense, professional liability insurance with minimum coverage of at least $1 million per occurrence and $3 million in the aggregate. If such coverage is pursuant to a claims-made policy, and it is terminated for any reason during the term of this Agreement or during a period of three (3) years after the termination of this Agreement, then the School will obtain and maintain tail or prior acts coverage for a period of three (3) years after termination thereof. In addition, the School agrees to maintain general liability insurance to cover its actions and those of its personnel and Workers' Compensation coverage (in such amounts as may be required by law) for its personnel. Upon request of the Affiliating Site, the School will provide a certificate of insurance verifying coverage, and the School will notify Affiliating Site in writing within two (2) business days of any cancellation or adverse modification of such insurance coverage. If the School fails to obtain or maintain the insurance required hereunder, Affiliating Site at its option may terminate this Agreement.

Affiliating Site shall obtain and maintain professional liability and general liability insurance in the minimum amounts of $1 million per occurrence and $3 million in the aggregate per annum that provides coverage for activities that the Affiliating Site and their employees participate in pursuant to this Agreement. Evidence of professional and general liability insurance coverage shall be provided to School annually unless requested earlier. Affiliating Site shall give School thirty (30) days prior written notice to the extent Affiliating Site has such notice of impending cancellation or termination of such insurance and, upon cancellation or termination thereof, shall immediately notify School. In the event that Affiliating Site maintains claims-made coverage, and Affiliating Site's coverage is terminated within three (3) years of the date on which School ceases to participate or have its Students or Faculty Members participate in Site Activities pursuant to this Agreement, Affiliating Site shall obtain "tail coverage," or other prior acts coverage, if such coverage is available, in the amount stated above until the expiration of three (3) years from the last date on which School, a Student, or a Faculty Member participated in a Site Activity, as contemplated by this Agreement. Failure to secure and maintain the insurance coverage required by this Section shall constitute a material default and the Agreement may be terminated by School.

RESPONSIBILITIES OF HEALTH CARE FACILITY (Affiliating Site) **The** Affiliating Site shall perform all of the following duties and obligations with due diligence, care, and in good faith.

1. The personnel of the Affiliating Site will recognize the student as a participant in an educational program, and will be willing to cooperate as appropriate to make arrangements for teaching

situations for the student that will contribute to his growth and development of skills.

2. The Affiliating Site shall certify to the School that it is licensed and fully accredited by an appropriate accrediting body and that the individual responsible for direction of the student is licensed/certified in the State of Florida.

3. Students shall not receive compensation for their participation in the above educational experiences.

4. Adequate time will be allowed for orientation of the student to the Affiliating Site.

5. The student, when in training at the Affiliating Site, will at all times be under the direct supervision by designated personnel who is/are licensed/certified by the State of Florida.

6. Assignments in the Affiliating Site at no time will exceed that which permits good care for patients/clients, exceeds state statutes, ratios or guidelines, and good learning practice. It is recognized that the assignments may vary with the ability of the student and the conditions of the site.

7. At the end of the clinical experience, an evaluation will be completed for each student in terms of his personal characteristics, knowledge and performance of skills. The evaluation report will be developed-- in collaboration with the School coordinator-- by a designated person who has direct knowledge of the student's performance in the area in which the student gains experience.

8. The Affiliating Site will provide the student with emergency medical care (first-aid) in the event of an accident or injury. In the event of accident, injury, or serious illness of the student, the Affiliating Site will ***immediately*** notify the School Assistant Director and the School coordinator. The coordinator will notify the appropriate emergency contact for that student.

9. The student will be subject to the rules and regulations of the Affiliating Site. The Affiliating Site will have the right to discontinue the training of any student on its premises, upon consultation with the School coordinator.

10. The student may be scheduled for assignment during regular operating hours of the Affiliating Site.

Provision of Facilities and Equipment: The Affiliating Site shall provide appropriate space designated by the facility for the educational experience, plus any equipment, expendable supplies and services necessary for the proper operation of the educational experience. In connection with the foregoing, Affiliating Site shall be responsible for compliance by its facility and its personnel with any State or Federal statutes, regulations, rulings or orders related to safe work practices and environment.

Provision of Educational Experience: The Affiliating Site shall have adequate means for educational experiences, including:

- provide opportunities for observational and practice experiences in the patient units and clinics and in other departments
- assist in the orientation of the School personnel and students to the physical facilities, policies, and procedures of the facility, as required;
- allow the School personnel and students, at their own expense, to use cafeteria facilities, if available.

- retain overall responsibilities for quality of patient care;
- the facility shall certify to the School that it is licensed and fully accredited by an appropriate accrediting body and the individual responsible for direction of the student is licensed in the State of Florida.

INDEPENDENCE OF THE PARTIES; NO CONNECTION TO REFERRALS: In the performance of their separate businesses, it is understood and agreed by Affiliating Site that the School and each shall be, and at all times is, an independent and unrelated entity acting and performing as a separate business. Accordingly, none of the provisions of this Agreement are intended to create, nor shall be deemed or construed to create, any relationship between the School and Affiliating Site other than that of independent entities contracting with each other solely for the purpose of achieving the provisions of this Agreement. The parties hereto shall be considered to be independent, and neither of them, nor any of their respective representatives, employees or agents shall be construed to be the agent, employee, servant or representative of the other.

TERM AND RENEWAL-- TERMINATION:

(a) **Term and Renewal:** This Agreement shall be in effect from the date of the signature of the School Board Chair for a period of three years, through __June 30, 2025__, upon which time the School and Affiliating Site have the option, without change to this Agreement, to extend this Agreement for a period of an additional three years.

(b) **Termination for Cause:** The School Board of Manatee County reserves the right to terminate this contract in whole or in part at any time before the date of completion, in the event it is determined that the Affiliating Site has failed to comply with the conditions of the agreement. The School Board shall promptly notify the Affiliating Site in writing of the determination and the reasons for the termination, together with the effective date of the termination. Payments made to Affiliating Site or recoveries by the School Board under contracts terminated for cause shall be in accordance with the legal rights and liabilities of the parties under the laws of the State of Florida.

(c) Termination for Convenience: Termination of this contract in whole or in part may be made by School District Manatee County when the district determines that the continuation of the contract would not produce beneficial results commensurate with the further expenditure of funds or in furtherance of the goals and directives of the School District of Manatee County. Termination may be initiated within 30 days' notice when Board approval is not required and subject to Board approval when required.

(d) **Effect of Illegality or Reimbursement Changes:** If a legislative body, a court of competent jurisdiction or an administrative agency having authority to regulate any of the parties, holds this Agreement or the obligations to be performed hereunder to be illegal under this Agreement, then the parties agree to negotiate in good faith to amend this Agreement. If necessary, this Agreement shall be deemed suspended until such amendment can be accomplished. Otherwise, the parties agree, for a period of sixty (60) days, to restructure the practical conduct of this contractual arrangement in a manner that will eliminate the illegal or unenforceable aspects hereof.

CONSTRUCTION AND INTERPRETATION

Compliance with Jessica Lunsford Act: The School District of Manatee County and State of Florida, requires all contractors/subcontracts to comply with the Jessica Lunsford Act (JLA) which consists of a level II background screening via fingerprinting. Providers, individuals or entities under contract with the School Board of Manatee County required to go on school grounds when students are present, must

comply with the requirements of the law and agree to indemnify and hold harmless the School Board of Manatee County for any claims made against the School Board related to the failure to comply with Florida Statute Section 1012.465 and Section 1012.32 Florida Statutes. Information on JLA requirements and how to comply can be accessed at:
http://www.manateeschools.net/pages/SDMC/Departments/District_Support_Services/Purchasing/Jessica_Lunsford_Act

Assignment: Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the prior written consent of the other party (not to be unreasonably withheld.) If this matter pertains to a school that becomes a Charter School, this contract may be cancelled by The School Board of Manatee County upon thirty days written notice and The School Board of Manatee County will be released of any and all obligations under this contract.

Third Party Beneficiaries: This agreement constitutes the entire agreement between the parties and supersedes any and all prior agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment or waiver of any provision of this agreement will be effective unless in writing and signed by both parties.

Governing Law: This agreement will be governed by the internal laws of the State of Florida, without regard to its conflicts of laws rules. Each party agrees to comply with all applicable laws in the performance of this agreement. All disputes are to be resolved in Manatee County, Florida by binding Arbitration before the American Arbitration Association or other mutually agreed and similar forum. The costs of such dispute will be borne by the individual party.

Relationship of Parties: The parties are independent contractors. This agreement does not create a partnership, franchise, joint venture, agency or employment relationship between the parties. It is expressly acknowledged that the School Board of Manatee County does not direct or control the work or services to be performed, or how to perform such work or services under this agreement.

Indemnification: Affiliating Site with the School Board of Manatee County agrees to defend indemnify and hold harmless The School Board of Manatee County, their agents, employees, officers and Board Members against any and all third-party claims, loses, damages, expenses, or liabilities arising from any action or failure to act with respect to this agreement. When pertaining to a services contract, the Affiliating Site, will obtain at its own cost and expense general liability insurance with minimum coverage amounts of at least one million dollars per occurrence and three million dollars in excess coverage and such insurance will name The School Board of Manatee County, their Board Members and School District Employees as an additional insured. A certificate of insurance will be furnished within ten business days from the execution of this agreement. Failure to provide such insurance allows the School Board of Manatee County, the election to immediately terminate this agreement.

Confidentiality: Confidentiality is subject to the Florida Public Records Act and all Federal, State and Local Statutes, including but not limited to Trademark Protection, Copyright protection, Family Educational Rights and Privacy Act of 1996, Health Insurance Portability and Accountability Act of 1996, Family Medical Leave Act of 1993, Americans with Disabilities Act of 1990, and Genetic Information Non Discrimination Act of 2008.

Sovereign Immunity: The parties acknowledge and agree that the School Board of Manatee County, Florida, as a political subdivision of the State of Florida, is a sovereign entity that is by law immune from suit except to the extent specified in 768.28 of Florida Statutes. No provision of the agreement shall constitute, or be interpreted as, a waiver of sovereign immunity, and all defenses relative to sovereign

immunity shall be preserved.

Contact with Students: Unless otherwise specified, the contracting party with The School Board of Manatee County will have no employees or independent contractors, material men, supplier or anyone involved in any manner with projects resulting from this proposal shall have direct or indirect contact with students at project sites. A violation of this provision shall result in immediate termination of the offender and issuance of a trespass notice from the School District. Vendor/Proposer shall be responsible for insuring compliance by all employees, independent contractors and sub-contractors or other persons involved in any manner with projects resulting from this proposal.

Standards of Conduct: The contracting party with The School Board of Manatee County will be held to the same standards of conduct as employees of the School District of Manatee County while conducting business with the District. These standards, as defined in School Board Policies, will apply not only to employees of the vendor, but also to the employees of its sub-contractors.

Severability and Waiver: If any provision of this agreement is held to be contrary to law, the provision will be subjected to modification and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this agreement will remain in effect. No failure or delay by either party to exercise a right under this agreement will be a waiver of that right.

Force Majeure: The term "FORCE MAJEURE" means circumstances beyond the reasonable control of a party, (such as acts of God, government restrictions, wars, insurrections, labor disputes, financial insolvency, economic hardship, strife, failure of suppliers, communications or data systems) which delay or prevent the party from performing under the terms of this agreement. Affected performance obligations will be suspended during the duration of the Force Majeure. In the event that the Force Majeure persists more than 90 days, the party may elect to terminate this agreement upon written notice.

Equal Opportunity: The Affiliating Site agrees to comply with the provisions of the Civil Rights Act of 1991, The Civil Rights Act of 1964, and The Americans with Disabilities Act, Age Discrimination in Employment Act, Section 1000.05, Florida Statutes, and The Pregnancy Discrimination Act. Said Affiliating Site further agrees not to discriminate on the basis of race, sex, national origin, religion, handicap, age or marital status.

Federal Debarment & Suspension Certification: This agreement is subject to the requirement by Executive Order 12549, Debarment and Suspension, 7CFR Part 3017.510 and/or 34 CFR Part 85, Section 85.510.

Compliance With Sunshine Act: The Florida Sunshine Law is a series of laws designed to guarantee that the public has access to the public records of governmental bodies in Florida, Fla. Stat. sec. 286.011 et seq, and Fla. Stat. sec. 119.01 et. seq. The Affiliating Site with The School Board of Manatee County hereby acknowledges and agrees to comply with The Florida "Sunshine" Law, including but, not limited to keeping and maintaining all records that relate and/or pertain to the terms of this agreement available for inspection and copying, public records requests, internal audits and for any other informational purpose.

School District Policy: In accordance with School Board of Manatee County Policy and Procedures, no contract for providing supplies, equipment or services shall be effected with any individual or business entity in which any member of the School Board of Manatee County or the Superintendent has any financial interest. No contract for goods or services may be made with any business entity in which the Superintendent, Board Member or their spouse or child has an employment relationship or a material

interest. No School Board employee may directly or indirectly purchase or recommend for purchase of goods or services from any business organization in which his/her spouse or child has a material interest as defined in F.S. 112.

Compliance with Regulations: Federal, state, county, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the proposer will in no way be a cause for relief from responsibility. The proposer shall have in their possession and must provide all applicable insurance, permits, licenses, etc., which may be required by federal, state, or county law to furnish services under the scope of this contract. The successful proposer(s) must not be in violation of any zoning or other ordinances in the performance of this contract.

Safety Standards: All equipment must meet the applicable requirements of the Occupational Safety and Health Act (OSHA) and any standards there under.

Tax Exemptions: When purchasing directly from a supplier the School District of Manatee County, Florida is exempt from Federal Excise, State Sales and Use Taxes. Tax exemption certificates and numbers will be furnished on request.

Other Provisions:

Possession of Firearms: Possession of firearms will not be tolerated on the project or any School District of Manatee County property. No person who has a firearm in their vehicle may park their vehicle on School District property. Furthermore, no person may possess or bring a firearm on School District property. If any employee or independent contractor of the vendor/proposer, or any of its sub-contractors, is found to have brought a firearm on School District property, said employee or independent contractor shall be immediately removed and terminated from the project by the vendor/proposer. If a sub-contractor fails to terminate said employee or independent contractor, the vendor/proposer shall terminate its agreement with the sub-contractor. If the vendor/proposer fails to terminate said employee or independent contractor or fails to terminate the agreement with the sub-contractor who fails to terminate said employee or independent contractor, this agreement may be terminated by the School District of Manatee County. "Firearm" means any weapon (including a starter gun or antique firearm) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, any destructive devise, or any machine gun. Powder actuated construction nailers and fasteners are excluded from this definition.

Criminal Acts: Employment on the project by the Affiliating Site, or any of its subcontractors, of any employee, or independent contractor, with any prior convictions of any crimes against children, crimes of violence or crimes of moral turpitude will not be tolerated. If it is determined that any person with such criminal history is on the project site, the Affiliating Site agrees to take all steps necessary to remove such person from the project and the property. The School District of Manatee County shall have the right to terminate this agreement if the Affiliating Site does not comply with this provision.

Possession/Use/Under the Influence of Mind Altering Substances: Possession/use and/or being under the influence of any illegal mind altering substances, such as, but not limited to alcohol and/or substances delineated in Chapter 893, Florida Statutes, by Affiliating Site employees or independent contractors or its sub-contractors employees or independent contractors will not be tolerated on School District property. If any employee or independent contractor is found to have brought and/or used or is under the influence of any illegal mind altering substances as described above on School District property, said employee or independent contractor shall be removed and

IN WITNESS WHEREOF, Carroll & Sutton Orthodontics, LLC and Manatee Technical College have duly executed this Agreement.

THE SCHOOL DISTRICT OF MANATEE COUNTY

Date_____ By:

_____
Superintendent, School District of Manatee County

Date_____ By:

_____
Chair, School Board of Manatee County

Date_____ By:

_____
Mitchell Teitelbaum, Esq. General Counsel

Date_____ By:

_____
(Affiliating Site Authorized Signature)

Title:_____

EXHIBIT A

POST - EXPOSURE PROTOCOLS FOR STUDENT EXPOSURES TO BLOODBORNE PATHOGENS AT THE (Affiliating Site)

Student Exposure to Bloodborne Pathogens

In the event a student is exposed to blood or other potentially infectious materials, the (Affiliating Site), business, or governmental entity shall immediately provide the attached ***Notification Letter for Adult Health Occupation Students*** to the exposed student to sign and date. The (Affiliating Site), shall immediately call the Adult Health Occupations Administrator and provide a copy of the signed attached ***Notification Letter for Adult Health Occupation Students*** to them and retain a copy for their records. The (Affiliating Site), shall immediately advise the exposed student to go to their family physician, urgent care facility or hospital emergency room to seek immediate evaluation and treatment The (Affiliating Site), shall attempt to obtain consent from the source individual to have their blood tested to determine HBV, HCV and HIV infectivity and provide that information to the student through their designated licensed healthcare professional The (Affiliating Site), shall comply with all federal, state and local regulations related to maintaining medical confidentiality and protection of personal health information. The School District of Manatee County and the (Affiliating Site), are not responsible for the payment of costs related to a student's post-exposure evaluation, prophylaxis, counseling or treatment The student is responsible for the payment of all costs related to exposure evaluation and treatment

School Board of Manatee County

P.O. Box 9069
Bradenton, Florida 34206-9069

Cynthia Saunders
SUPERINTENDENT
* * *
215 MANATEE AVENUE WEST
BRADENTON, FL 34205
TELEPHONE (941)708-8770
FAX (941)708-8686

SCHOOL BOARD
*Rev. James Golden, CHAIR**
Gina Messenger, Vice Chair
CHAD CHOATE III
MARY FOREMAN

Notification Letter for Adult Health Occupation Student

Date: _____

Instructor: _____ Class: _____

Dear Student:

You, _____, were involved in an incident where you may have been exposed to blood and/or other potentially infectious materials on _____.
(Date)

You must consult with your family physician, urgent-care facility or hospital emergency room for further evaluation and follow-up.

This is a very important health matter and your prompt attention is necessary to avoid any possibility of complications in the future.

Please complete the Adult Health Occupation Student section below. The business entity shall provide a copy of the signed letter to you and a copy to your instructor.

Please call your instructor if you have any questions.

_____
Signature

_____
Health Care Facility

TO BE COMPLETED BY THE ADULT HEALTH OCCUPATION STUDENT

I, _____, acknowledge receipt of this letter.

_____ _____
Adult Health Occupation Student's Signature Date Signed

Rev. 01/12/2022

AMERICAN ASSOCIATION OF ORTHODONTISTS INSURANCE COMPANY

(A Risk Retention Group)
300 W. Clarendon Ave., Suite 240, Phoenix, AZ 85015

ORTHODONTIST PROFESSIONAL LIABILITY DECLARATIONS

PRODUCER
Pearl Insurance Group, LLC
1200 E Glen Avenue
Peoria Heights, IL 61616-5348

POLICY NUMBER PLC07FL00197-16

NAMED INSURED AND MAILING ADDRESS

Dr Aaron W. Carroll
Aaron W. Carroll, DMD, MS, PLLC
Carroll & Sutton Orthodontics, LLC
8208 Tourist Center Drive
Bradenton, FL 34201

The NAMED INSURED is duly registered and licensed to practice as an orthodontist under the laws of all jurisdictions in which he/she practices

POLICY PERIOD FROM 06/01/2022 TO 06/01/2023 RETROACTIVE DATE 06/01/2007
AT 12 01 A M. STANDARD TIME AT YOUR MAILING ADDRESS SHOWN ABOVE

THIS IS A CLAIMS MADE POLICY. Except as otherwise provided herein, this policy covers only claims first made against the insured during the policy period. ***Please read carefully.***

LIMITS OF LIABILITY

EACH ORTHODONTIC INCIDENT LIMIT	$1,000,000
AGGREGATE LIMIT	$3,000,000

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE COVERAGES AS STATED IN THIS POLICY.

PREMIUM: $1,697.00
PATIENT COMPENSATION FUND (IN. & LA. Only): $ 0.00
CAPITAL CONTRIBUTION: $0.00

FORMS AND ENDORSEMENT(S) MADE A PART OF THIS POLICY AT TIME OF ISSUE:
AAOIC-PLCM(06/22)

SIGNED 05/31/2022 BY T.R. Prachtl, DDS, MS
Date Chairman, Board of Directors & CEO

THESE DECLARATIONS TOGETHER WITH THE COVERAGE FORM(S), AND ENDORSEMENTS, IF ANY, ISSUED TO FORM A PART THEREOF, COMPLETE THE ABOVE NUMBERED POLICY
This policy is issued by your risk retention group. Your risk retention group may not be subject to all of the insurance laws and regulations of your state. State insurance insolvency guaranty funds are not available for your risk retention group



Detail by Entity Name

Florida Limited Liability Company
CARROLL & SUTTON ORTHODONTICS, LLC

Filing Information

Document Number	L07000027875
FEI/EIN Number	20-8640677
Date Filed	03/14/2007
State	FL
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	12/22/2014
Event Effective Date	NONE

Principal Address

3045 BOBCAT VILLAGE CENTER RD
NORTH PORT, FL 34288

Changed 10/24/2013

Mailing Address

3045 BOBCAT VILLAGE CENTER RD
NORTH PORT, FL 34288

Changed 10/24/2013

Registered Agent Name & Address

CARROLL, AARON W, D.M D
7314 Periwinkle Drive
SARASOTA, FL 34231

Address Changed 04/19/2017

Authorized Person(s) Detail

Name & Address

Title AMBR

AARON W CARROLL, D M D , M.S, PLLC
3045 BOBCAT VILLAGE CENTER RD
NORTH PORT, FL 34288

Title AMBR

MICHAEL A SUTTON, D M.D , M S , PLLC
2449 YORKSHIRE DR
SARASOTA, FL 34231

Annual Reports

Report Year	Filed Date
2020	03/06/2020
2021	03/31/2021
2022	02/22/2022

Document Images

02/22/2022 -- ANNUAL REPORT	View image in PDF format
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12/22/2014 -- LC Amendment	View image in PDF format
05/01/2014 -- ANNUAL REPORT	View image in PDF format
10/24/2013 -- LC Amendment	View image in PDF format
01/30/2013 -- ANNUAL REPORT	View image in PDF format
03/27/2012 -- ANNUAL REPORT	View image in PDF format
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02/16/2010 -- ANNUAL REPORT	View image in PDF format
04/29/2009 -- ANNUAL REPORT	View image in PDF format
10/30/2008 -- REINSTATEMENT	View image in PDF format
03/14/2007 -- Florida Limited Liability	View image in PDF format

AGENDA ITEM NO. 9.4

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Manatee Technical College (MTC) 2022-2023 Adult Student Fee Schedule, Effective July 1, 2022, No Financial Impact

Executive Summary
The Legislature requires students enrolled in adult post-secondary career and technical education programs/courses and Adult General Education students to pay tuition and fees. The required local effort for an adult student varies with classification and is based on course framework requirements as established by the Florida Department of Education (FLDOE).

School districts may establish fees based on Florida Statutes for students enrolled in post-secondary workforce education programs.

Residency for Tuition Purposes shall be determined as required in s. 1009.21, Florida Statutes. In addition, due to the passing of SB7028, all qualified veterans will now be entitled to an out-of-state fee waiver, which sets their tuition to that of the cost charged to Florida Residents.

The attachment presents the tuition fees for fiscal year 2022-2023. The other fees reflect the cost of supplies and materials necessary for a student to perform classroom and laboratory experiences required in the programs or other costs associated with attending Manatee Technical College (MTC), which vary with the nature and length of the program or course. Some of the fees listed are program, activity, or situation-specific and will be charged accordingly.

There are numerous scholarships, financial aid resources, and student exemptions from fee payments available to adult students who meet certain criteria; for example, Pell Grants, Financial Aid Trust Fund, and Fee Waivers. Student tuition payment plans could also be offered based on committee approval.

A copy of the fee schedule is attached for review.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Manatee Technical College | Goal 1
Keep pace with the growth of Manatee County by expanding educational opportunities for students and business and industry.

Manatee Technical College | Goal 2
Expand workforce development education for high-skill, high-wage occupations to meet the local needs of our fast-growing economy.

Recommendation
The Superintendent recommends approval of the Manatee Technical College (MTC) 2022-2023 adult student fee schedule, effective July 1, 2022, no financial impact.

Financial Impact
There is no financial impact.

Contact

Submitting Department: Adult, Career and Technical Education
Initiated By: Dr. Paul Gansemer

Attachments:
MTC Fee Schedule 2022-2023

Manatee Technical College (MTC)

Proposed Tuition and Fees 2022-2023 –Effective July 1, 2022

Background: Annually the Florida Legislature establishes the tuition for post-secondary centers. There are no tuition changes this year from the Florida Legislature. Continuing Workforce tuition must generate revenue 100% of the total cost in order to provide the course.

TUITION

Tuition	Cost Per Hour	Financial Aid	Capital Improvement	Technology Fee	Total
Job Prep – Resident	$2.44	$.24	$.12	$.12	$2.92
Job Prep -- Non-Resident	$9.78	$.97	$.48	$.48	$11.71

Adult Ed - Resident/Non-Resident $45.00 per semester

Continuing Workforce Development $5.25*

*The tuition for Continuing Workforce Development courses must generate revenue 100% of the total costs. Therefore, the fees charged per hour for Continuing Workforce Development courses will vary based on the actual cost of the individual course. The amount of $5.25 is used as an example. The actual cost may be higher or lower.

OTHER FEES

- GED - Completed Battery of 4 tests $128, or $32 each.
  Retest fees - $12 each for reading, math, science, or social studies, 3rd attempt is $32 each.
- Florida Basic Abilities Test (FBAT) - Required for students entering the Basic Law Enforcement and Corrections programs - $45 + handling fee.
- Dental Assisting Test (HESI) - $60.00
- LPN Test (TEAS) - $75.00
- Adult Ed Placement Test (TABE)/ Comprehensive Adult Student Assessment System (CASAS) - $25
- Test of Basic Skill Assessment (TABE) - $25
- Standardized Testing fees such as Industry Certification/Licensure/other tests and exams- Fees based on actual cost and administered at the cost of the test plus any expenses incurred.
- Program Laboratory Fees varies by program from $90-$3,360.
- Career and Technical Student Organization Leadership Fee - $30 (optional).
- Application Fee Career Prep Programs - $30.
- Administrative Fee - $40 - covers parking, ID badge and Health and Safety. (Waived for Adult Ed)
- Uniforms - $10 and up - based on individual program – standard sizes.
- ID Card replacement card $10; ID w/ lanyard $12.
- Non-Sufficient Funds Fee for returned checks – based on amount collected and administered by a third-party provider such as Check Ready or others as approved.
- Copying - $0.15 per page (for student records, Financial Aid, billing, etc.).
- Transcript & Certificates - $12 Official Transcript including processing fee, for a duplicate certificate copy - $8.00 plus $4.00 processing fee.

- Drug Testing Fee when applicable - $25 or current fee, subject to change.
- Level II Background Check - $55-Cash; $58-Credit Card
- Fingerprinting - $85 subject to change due to agency costs. (Paid directly to vendor).
- Some health programs such as LPN may have a second fingerprinting/background check before graduation $85 subject to change due to agency costs. (Paid directly to vendor).
- Some programs have a High Liability Fee - $13 and $55.
- Graduation Fee – up to $50 maximum based on individual program.
- Note: Some fees can be waived at the discretion of the MTC administration on a case by case bases.

AGENDA ITEM NO. 9.5

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the New Apprenticeship Training Program Agreement Between the School Board of Manatee County and Manasota Air Conditioning Contractors Association, Inc. for Manatee Technical College's Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) Apprenticeship Program for the 2022-2025 School Years, No Financial Impact

Executive Summary
In an effort to continue to develop a highly trained workforce, Manatee Technical College (MTC) is collaborating with Manasota Air Conditioning Contractors Association, Inc.(MACCA) to assist students with flexible training options and developing career skills targeted to specific trades beyond the initial workforce training MTC provides. Students in the HVAC industry will have an opportunity for a higher level of education and earn while they learn.

Through this contract, MTC will partner with MACCA to conduct the Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) Apprenticeship program.

Per the contract, MTC will provide the instructors recommended by MACCA for didactic learning, a classroom, and all data reporting to Florida Department of Education (FLDOE). MACCA will provide a curriculum. MACCA will also conduct all recruiting efforts and placement of students in On-the-Job positions. MTC will earn Workforce Funding for both the On-the-Job Training (OJT) and Related Technical Instruction (RTI).

A copy of the agreement is attached for review.

Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) Apprenticeship Provider: Manasota Air Conditioning Contractors Association, Inc.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Manatee Technical College | Goal 1
Keep pace with the growth of Manatee County by expanding educational opportunities for students and business and industry.

Manatee Technical College | Goal 2
Expand workforce development education for high-skill, high-wage occupations to meet the local needs of our fast-growing economy.

Recommendation
The Superintendent recommends approval of the new Apprenticeship Training Program Agreement between the School Board of Manatee County and Manasota Air Conditioning Contractors Association, Inc. for Manatee Technical College's Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) Apprenticeship Program for the 2022-2025 school years, no financial impact.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Adult, Career and Technical Education

Initiated By: Dr. Paul Gansemer

Attachments:
MTC Apprenticeship Agreement MACCA

THE SCHOOL BOARD OF MANATEE COUNTY
d/b/a MANATEE TECHNICAL COLLEGE
APPRENTICESHIP TRAINING PROGRAM AGREEMENT

This Agreement is entered into between The School Board of Manatee County, Florida, through its Manatee Technical College, 6305 State Road 70 East, Bradenton, FL 34203, hereinafter referred to as "SCHOOL" and Manasota Air Conditioning Contractors Association, Inc., 1532 US Highway41 Bypass S, 144, Venice, FL, 34293 hereinafter referred to as "APPR". The agreement is effective upon the signature of all parties, through June 30, 2025 unless terminated sooner.

WHEREAS, SCHOOL is authorized by the State Department of Education (DOE) to provide career training programs in accordance with Florida and State Board of Education Rules; and

WHEREAS, SCHOOL desires to cooperate with APPR in implementing an apprenticeship training program; and

WHEREAS, APPR has experienced staff to provide apprenticeship students with realistic work experiences and related classroom experiences; and

WHEREAS, SCHOOL and APPR desire to train the students to meet the journeymen level of efficiency and enhance the skills of journeymen in their trade area;

NOW THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable considerations the receipt of which is hereby acknowledged, the parties agree as follows:

A. APPR agrees to:

1. Obtain and maintain professional liability and general liability insurance in the minimum amounts of $1 million per occurrence and $1 million in the aggregate per annum that provides coverage for activities that the APPR and their employees participate in pursuant to this Agreement. Evidence of professional and general liability insurance coverage shall be provided to School annually unless requested earlier. APPR shall give School thirty (30) days prior written notice to the extent APPR has such notice of impending cancellation or termination of such insurance and, upon cancellation or termination thereof, shall immediately notify School. In the event that APPR maintains claims-made coverage, and APPR’s coverage is terminated within three (3) years of the date on which School ceases to participate or have its Students or Faculty Members participate in Site Activities pursuant to this Agreement, APPR shall obtain "tail coverage," or other prior acts coverage, if such coverage is available, in the amount stated above until the expiration of three (3) years from the last date on which School, a Student, or a Faculty Member participated in a Site Activity, as contemplated by this Agreement. Failure to secure and maintain the

insurance coverage required by this Section shall constitute a material default and the Agreement may be terminated by School.

2. Provide a training director, who will maintain all Florida Division of Workforce Development Office of Apprenticeship (DWDA) required training records for the program, including on-the-job training (OJT) official credential files.

3. Supply curriculum and provide equipment.

4. Provide all appropriate and required DWDA registration forms, documentation, and data for each class, use SCHOOL registration forms, attendance rosters, and provide other information necessary to meet Florida Statutes and SCHOOL Rules.

5. Provide written assurance to SCHOOL that (I) APPR does not discriminate against its members or applicants for participants on the basis of race, color, national origin, sex or disability; and (2) apprentice training will be offered and conducted for its participants free of such discrimination. Be responsible for the placement of all student work assignments for accomplishment of OJT in conformance with participating employer agreements.

6. Allow SCHOOL to recommend students for the Apprenticeship program providing they meet APPR's requirements. Should any student recommended by SCHOOL be denied into the program, APPR agrees to provide a written explanation to SCHOOL.

7. Communicate written plans to appropriate SCHOOL personnel should APPR require a dissolution of the program. APPR will assist apprentices in transferring to another approved apprenticeship program.

8. APPR employees understand that, by coordinating the apprenticeship program, they will have access to records that contain individually identifiable information. The Family Educational Rights and Privacy Act of 1974, better known as the Buckley Amendment or "FERPA," prohibits the disclosure of such information. APPR employees acknowledge that they fully understand that intentional disclosure of this information to any unauthorized person could result in criminal and civil penalties imposed by law. APPR employees further acknowledge that such willful or unauthorized disclosure also violates the provisions of this Agreement and could constitute just cause for termination of this Agreement.

9. **Compliance with Jessica Lunsford Act:** The School District of Manatee County and State of Florida, requires all contractors/subcontracts to comply with the Jessica Lunsford Act (JLA) which consists of a level II background screening via fingerprinting. Providers, individuals or entities under contract with the School Board of Manatee County required to go on school grounds when students are present, must comply with the requirements of the law and agree to indemnify and hold harmless the School Board of Manatee County for any claims made against the School Board related to the

failure to comply with Florida Statute Section 1012.465 and Section 1012.32 Florida Statutes. Information on JLA requirements and how to comply can be accessed at: http://www.manateeschools.net/pages/SDMC/Departments/District_Support_Services/Purchasing/Jessica_Lunsford_Act

B. SCHOOL agrees to:

1. Provide a liaison to coordinate the activities of this program between APPR and SCHOOL. Additional responsibilities will consist of maintaining the attendance, grades, OJT and Florida Department of Education (FLDOE) required training records for the program.

2. Appropriate classrooms (classrooms with tables), facilities, instructor workstation, and office equipment, and technology agreed upon by both parties. Furnish required SCHOOL forms and letters necessary to support this program.

3. Plan curriculum based on program standards specified in APPR syllabus.

4. Employ and Compensate Instructors utilizing the standard rate of pay of at least $21.42/hr with a minimum 10:1 student ratio.

5. Responsibility for the day-to-day coordination and supervision of RTI / OJT portion of the program and associated fees.

6. Provide quarterly reports on attendance, grades, competency scores, copies of OJT sheet and student totals to APPR for reporting purposes / files.

7. Retain one hundred percent (100%) of Florida Education Finance Program (FEFP) and Professional Education Act (CAPE) funding.

C. Both Parties agree that:

1. This Agreement shall be reviewed at the conclusion of each academic year for program adjustments.

2. Termination:
   a. Termination for Cause: The School Board of Manatee County reserves the right to terminate this contract in whole or in part at any time before the date of completion, in the event it is determined that the Affiliating Site has failed to comply with the conditions of the agreement. The School Board shall promptly notify the Affiliating Site in writing of the determination and the reasons for the termination, together with the effective date of the termination. Payments made to Affiliating Site or recoveries by the School Board under contracts terminated for cause shall be in accordance with the legal rights

and liabilities of the parties under the laws of the State of Florida. Termination for cause includes terminations under 215.4725, F.S.

b. Termination for Convenience: Termination of this contract in whole or in part may be made by School District Manatee County when the district determines that the continuation of the contract would not produce beneficial results commensurate with the further expenditure of funds or in furtherance of the goals and directives of the School District of Manatee County. Termination may be initiated within 30 days' notice when Board approval is not required and subject to Board approval when required.

3. Be responsible for recruiting and assigning students to the instructional program.

4. Assume responsibility of apprentices should the program be discontinued by SCHOOL prior to completion date; APPR and SCHOOL will work together to develop a teach-out plan to ensure apprentices completion of the program.

5. Maintain the official records and files as required by the Division of Workforce Development, Office of Apprenticeship (DWDA) and Florida Department of Education (FLDOE). APPR will maintain all DWDA required records and files, SCHOOL will maintain all FLDOE educational records for students.

6. Any state legislative recommendations mandated for the School Board operations or funding of apprenticeship programs will be reviewed and incorporated as necessary.

7. The responsibility for the day-to-day coordination and supervision of this educational program shall be a shared responsibility. APPR will be responsible for the OJT portion of the program. SCHOOL will be responsible for the RTI portion of the program.

8. Through their designated representatives, both parties shall collaborate in the development of policies and operational procedures for the efficient management and operation of this program.

9. Both Parties will perform their obligations hereunder in accordance with all applicable federal, state, and local laws.

10. No amendment to this agreement shall be valid or in force unless submitted in writing and executed by a duly authorized representative of both parties executing and entering into this agreement.

11. It is further understood that all equipment, supplies, and materials provided by SCHOOL under this Agreement shall remain the property of SCHOOL. It is further understood that all equipment, supplies, and materials provided by APPR under this Agreement shall remain the property of APPR. However, any and all capital improvements to SCHOOL facilities, funded by APPR, remain the property of the School Board.

12. To ensure that APPR is offering and reporting apprenticeship-related instruction and coordinated activities in accordance with prescribed program review standards, the following provisions will be met:
    a. The apprenticeship program and all participants reported for FTE have been registered with the Division of Jobs & Benefits, Department of Labor, and Employment Security of Federal Bureau of Apprenticeship Training.

    b. The classroom-related instruction and on-the-job training for apprentices are reported as job preparatory under the post-secondary occupational program title appropriated for instruction being given.

    c. The related classroom instructors and apprenticeship coordinators approved by APPR and SCHOOL.

    d. Supervised related classroom instruction in a formal setting is provided to each apprentice for not less than 144 hours per year and has been approved by APPR.

    e. The capability in the instructional delivery to accomplish the apprenticeship program objectives as evidenced by adequate facilities, equipment supplies, and instructional materials.

    f. The ratio of Apprenticeship Coordinator/instructor to apprentices is in accordance with state standards to enable the effective delivery of OJT and other services to the apprentices.

    g. The records are available documenting coordination of related instruction with job experience.

    h. The administration of the "Apprenticeship" program and the general welfare of the apprentices is the responsibility of APPR.

13. Indemnification: Vendor agrees to defend indemnify and hold harmless the School District, their agents, employees, officers, and Board Members against any and all third-party claims, losses, damages, expenses, or liabilities arising from any action or failure to act with respect to this agreement to the extent provided by law. When pertaining to a services contract, Vendor will obtain at its own cost and expense general liability insurance with minimum coverage amounts of at least one million dollars per occurrence and three million dollars in excess coverage and such insurance will name The School Board, their Board Members and School District Employees as an additional insured To the extent applicable Vendor will maintain and furnish workers compensation insurance A certificate of insurance will be furnished within ten business days from the execution of this agreement Failure to provide such insurance allows the School District, the election to immediately terminate this agreement. Certain employees are subject to written waiver of indemnification

14. Sovereign Immunity: The parties acknowledge and agree that the School Board, a political subdivision of the State of Florida, is a sovereign entity that is by law immune from suit except to the extent specified in Section 768 28 Florida Statutes No provision of the agreement shall constitute, or be interpreted as, a waiver of sovereign immunity, and all defenses relative to sovereign immunity shall be preserved.

15. Covid-19 Clause: The Vendor agrees to comply with the School District of Manatee County's COVID-19 protocols.

16. Confidentiality: Confidentiality is pursuant to Florida Public Records Act and all Federal, State and Local Statutes, including but not limited to Trademark Protection, Copyright protection, Family Educational Rights and Privacy Act of 1996, Health Insurance Portability and Accountability Act of 1996, Family Medical Leave Act of 1993, Americans with Disabilities Act of 1990, and Genetic Information Non Discrimination Act of 2008

17. All persons employed by APPR shall be considered the employees of APPR, and APPR is responsible for payment of worker's compensation, unemployment insurance, social security and withholding taxes.

18. Any notice given or required to be given pursuant to this Agreement shall be hand delivered or mailed, first class postage prepaid, to SCHOOL at: 6305 State Road 70 E, Bradenton, Florida 34203, attention: Director, and to APPR at 1532 US Highway41 Bypass S, 144, Venice, FL, 34293 or at such other address as either party may direct in writing.

19. Governing Law: Confidentiality is pursuant to Florida Public Records Act and all Federal, State and Local Statutes, including but not limited to Trademark Protection, Copyright protection, Family Educational Rights and Privacy Act of 1996, Health Insurance Portability and Accountability Act of 1996, Family Medical Leave Act of 1993, Americans with Disabilities Act of 1990, and Genetic Information Non-Discrimination Act of 2008

20. Custodian of Public Records: If the vendor has questions regarding the applicability of Chapter 119, Florida Statutes, to the contractor's duty to provide public records relating to this contract, contract the Custodian of Public Records:

    Public Records Custodian
    215 Manatee Avenue W. Bradenton, Florida, 34205
    (941) 708-8770
    publicrecords@manateeschools.net

21. Entire Agreement: This agreement constitutes the entire agreement between the parties and supersedes all prior agreements, proposals or representations, whether written or oral, concerning its subject matter. No modification,

amendment, or waiver of any provision of this agreement will be effective unless in writing and signed by both parties. Notice is by writing sent certified mail.

Effective upon signature and School Board approval.

Manasota Air Conditioning Contractors Association, Inc.

Date 8/16/2022 _____

Date _____ _____

SCHOOL BOARD OF MANATEE COUNTY

Date _____ _____
Board Chair

Date _____ _____
Cynthia Saunders, Superintendent

Date _____ _____
Mitchell Teitelbaum, Esq. General Counsel

Southern-Owners Page 1

Issued 08-26-2021

INSURANCE COMPANY
6101 ANACAPRI BLVD., LANSING, MI 48917-3999

TAILORED PROTECTION POLICY DECLARATIONS

AGENCY BALDWIN KRYSTYN SHERMAN PARTNERS LLC
12-0448-00 MKT TERR 068 239-931-5600

Rewrite Effective 08-02-2021

POLICY NUMBER 184612-20677014-21

Company Use 20-46-FL-1803

INSURED MANASOTA AIR CONDITIONING CONTRACTORS ASSOCIATION

ADDRESS 1532 US HIGHWAY 41 BYP S # 144

VENICE FL 34293-1032

Company Bill

Policy Term
12:01 a.m. 08-02-2021 to 12:01 a.m. 08-02-2022

55039 (11-87)

COMMON POLICY INFORMATION

Business Description: Assoc For Ac Company

Entity: Association

Program: Office

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PART(S):	PREMIUM
COMMERCIAL GENERAL LIABILITY COVERAGE	$206.00
MINIMUM PREMIUM ADJUSTMENT (GL)	$231.00
COMMERCIAL INLAND MARINE COVERAGE	$1,004.00
SURTAX	$0.43
FLORIDA EMERGENCY TRUST FUND SURCHARGE	$4.00
TOTAL	**$1,445.43**
PAID IN FULL DISCOUNT	**$101.01**
TOTAL POLICY PREMIUM IF PAID IN FULL	**$1,344.42**

THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.
The Paid in Full Discount does not apply to fixed fees, statutory charges or minimum premiums.

Forms that apply to all coverage part(s) shown above (except garage liability, dealer's blanket, commercial automobile, if applicable):
IL0017 (11-85) 55156 (07-12)

A merit rating plan factor of 0.95 applies.

Countersigned By: BALDWIN KRYSTYN SHERMAN PARTNERS LLC

Southern-Owners Ins. Co. Issued 08-26-2021

AGENCY BALDWIN KRYSTYN SHERMAN PARTNERS LLC Company **POLICY NUMBER 184612-20677014-21**
12-0448-00 MKT TERR 068 Bill 20-46-FL-1803

INSURED MANASOTA AIR CONDITIONING Term 08-02-2021 to 08-02-2022

55040 (11-87)

COMMERCIAL GENERAL LIABILITY COVERAGE

COVERAGE	LIMITS OF INSURANCE
General Aggregate	$2,000,000
(Other Than Products-Completed Operations)	
Products-Completed Operations Aggregate	$2,000,000
Each Occurrence	$1,000,000
COMMERCIAL GENERAL LIABILITY PLUS ENDORSEMENT	
Damage to Premises Rented to You	$300,000 Any One Premises
(Fire, Lightning, Explosion, Smoke or Water Damage)	
Medical Payments	$10,000 Any One Person
Hired Auto & Non-Owned Auto	$1,000,000 Each Occurrence
Expanded Coverage Details See Form:	
Extended Watercraft	
Broadened Supplementary Payments	
Broadened Knowledge Of Occurrence	
Additional Products-Completed Operations Aggregate	
Blanket Additional Insured - Lessor of Leased Equipment	
Blanket Additional Insured - Managers or Lessors of Premises	
Newly Formed or Acquired Organizations Extension	
Blanket Waiver of Subrogation	

Twice the "General Aggregate Limit", shown above, is provided at no additional charge for each 12 month period in accordance with form 55885.

AUDIT TYPE: Non-Audited

Forms that apply to this coverage:

59350 (01-15)	55146 (06-04)	IL0021 (07-02)	CG0220 (03-12)	IL0017 (11-85)
CG2106 (05-14)	55091 (05-17)	CG2138 (11-85)	59325 (12-19)	CG0001 (04-13)
55513 (05-17)	55719 (05-17)	55029 (05-17)	CG2196 (03-05)	CG2132 (05-09)
CG2147 (12-07)	55885 (05-17)	CG2294 (10-01)		

Southern-Owners Ins. Co. Issued 08-26-2021

AGENCY BALDWIN KRYSTYN SHERMAN PARTNERS LLC Company **POLICY NUMBER 184612-20677014-21**
12-0448-00 MKT TERR 068 Bill 20-46-FL-1803

INSURED MANASOTA AIR CONDITIONING Term 08-02-2021 to 08-02-2022

LOCATION 0001 - BUILDING 0001

Location: 1532 Us Highway 41 Byp S # 144, Venice, FL 34293-1032
Territory: 006 **County:** Sarasota

CLASSIFICATION	CODE	SUBLINE	PREMIUM BASIS	RATE	PREMIUM
Commercial General Liability Plus Endorsement Included At 7.5% Of The Premises Operation Premium	00501	Prem/Op	Prem/Op Prem Included	Included	Included
Professional And Trade Associations - No Building Or Premises Owned Or Leased Except As Offices (Not-For-Profit)	46882	Prem/Op Prod/Comp Op	Members 205 205	Each 1 .938 .012	$192.00 $2.00

COMMERCIAL GENERAL LIABILITY COVERAGE - LOCATION 0001 SUMMARY	PREMIUM
TERRORISM - CERTIFIED ACTS SEE FORM: 59350	$2.00
LOCATION 0001	**$196.00**

LOCATION 0002 - BUILDING 0001

Location: 4445 Career Ln, North Port, FL 34289-2319
Territory: 006 **County:** Sarasota

CLASSIFICATION	CODE	SUBLINE	PREMIUM BASIS	RATE	PREMIUM
Warehouses-Private (Not-For Profit)	68707	Prem/Op Prod/Comp Op	Area 250 250	Each 1000 35.774 4.261	$9.00 $1.00

COMMERCIAL GENERAL LIABILITY COVERAGE - LOCATION 0002 SUMMARY	PREMIUM
TERRORISM - CERTIFIED ACTS SEE FORM: 59350	INCLUDED
LOCATION 0002	**$10.00**

16198 (07-87)

COMMERCIAL INLAND MARINE COVERAGE

COINSURANCE CONTRACT - The rate charged in this policy is based upon the use of the coinsurance clause attached to this policy, with the consent of the insured.

COVERAGES PROVIDED

Insurance applies to covered property for which a limit of insurance is shown.

Forms that apply to Inland Marine:
16079 (04-16) 59350 (01-15) 16080 (08-86) 55081 (05-18) 16566 (12-14)
16757 (12-17) 59325 (12-19) 16859 (07-19)

LOCATION 0002 - BUILDING 0001

Location: 4445 Career Ln, North Port, FL 34289-2319

Southern-Owners Ins. Co. Issued 08-26-2021

AGENCY BALDWIN KRYSTYN SHERMAN PARTNERS LLC Company **POLICY NUMBER 184612-20677014-21**
12-0448-00 MKT TERR 068 Bill 20-46-FL-1803

INSURED MANASOTA AIR CONDITIONING Term 08-02-2021 to 08-02-2022

COVERAGE	COINSURANCE	DEDUCTIBLE	LIMIT	RATE	PREMIUM
OTHER					
8520 Miscellaneous Property		$500	$15,000	2.851	$428.00
TOTAL FOR THIS COVERAGE:					$428.00

Rating Information for TOOLS AND EQUIPMENT (TE)- ACTUAL CASH VALUE
Territory: 058 County: Sarasota
Program: Office

COVERAGE	COINSURANCE	DEDUCTIBLE	LIMIT	RATE	PREMIUM
TOOLS AND EQUIPMENT (TE)- ACTUAL CASH VALUE					
INSURED'S EQUIPMENT - SPECIAL FORM					
Unscheduled Items Up To $2,500 Each		$500	$20,000	Variable	$566.00
TOTAL FOR THIS COVERAGE:					$566.00

Forms that apply to this location:
16010 (04-15)

COMMERCIAL INLAND MARINE COVERAGE - LOCATION 0002 SUMMARY	PREMIUM
TERRORISM - CERTIFIED ACTS SEE FORM: 59350	$10.00
LOCATION 0002	**$1,004.00**

A single deductible applies per claim. If more than one item is involved in a claim, the single highest applicable deductible amount is used.

	PREMIUM
TOOLS AND EQUIPMENT SUBTOTAL	**$566.00**
TOOLS AND EQUIPMENT BALANCE TO MINIMUM	**$0.00**



Detail by Entity Name

Florida Not For Profit Corporation
MANASOTA AIR CONDITIONING CONTRACTORS ASSOCIATION, INC.

Filing Information

Document Number	N06000010844
FEI/EIN Number	41-2228078
Date Filed	10/17/2006
State	FL
Status	ACTIVE

Principal Address

1532 US Highway 41 Bypass S
144
VENICE, FL 34293

Changed: 02/19/2018

Mailing Address

1532 US Highway 41 Bypass S
144
VENICE, FL 34293

Changed: 02/19/2018

Registered Agent Name & Address

PARSONS, ROBIN
1532 US Highway 41 Bypass S
144
VENICE, FL 34293

Name Changed: 02/19/2018

Address Changed: 02/19/2018

Officer/Director Detail

Name & Address

Title President

Martin, Keith
1532 US Highway 41 Bypass S
144

VENICE, FL 34293

Title Secretary, Treasurer

VanFleet, Keith
1532 US Highway 41 Bypass S
144
VENICE, FL 34293

Title Executive Director

Parsons, Robin
1532 US Highway 41 Bypass S
144
VENICE, FL 34293

Annual Reports

Report Year	Filed Date
2020	01/08/2020
2021	02/10/2021
2022	01/26/2022

Document Images

01/26/2022 -- ANNUAL REPORT	View image in PDF format
02/10/2021 -- ANNUAL REPORT	View image in PDF format
01/08/2020 -- ANNUAL REPORT	View image in PDF format
02/08/2019 -- ANNUAL REPORT	View image in PDF format
02/19/2018 -- ANNUAL REPORT	View image in PDF format
04/01/2017 -- ANNUAL REPORT	View image in PDF format
04/26/2016 -- ANNUAL REPORT	View image in PDF format
03/17/2015 -- ANNUAL REPORT	View image in PDF format
03/20/2014 -- ANNUAL REPORT	View image in PDF format
04/12/2013 -- ANNUAL REPORT	View image in PDF format
04/20/2012 -- ANNUAL REPORT	View image in PDF format
02/18/2011 -- ANNUAL REPORT	View image in PDF format
02/26/2010 -- ANNUAL REPORT	View image in PDF format
04/14/2009 -- ANNUAL REPORT	View image in PDF format
04/24/2008 -- ANNUAL REPORT	View image in PDF format
02/22/2007 -- ANNUAL REPORT	View image in PDF format
10/17/2006 -- Domestic Non-Profit	View image in PDF format

AGENDA ITEM NO. 9.6

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of Participation in and Travel to Various National Career and Technical Student Organization Competitions and Leadership Conferences for Qualifying Middle and High School Students and Advisors During the 2022-2023 School Year, No Financial Impact

Executive Summary
Family, Career and Community Leaders of America (FCCLA), FFA Organization (FFA), HOSA-Future Health Professionals (HOSA), SkillsUSA, Future Business Leaders of America (FBLA), and Technology Student Association (TSA) are national co-curricular student organizations predominately for students at the middle and high school levels across the United States. The mission of these organizations is to prepare students for the challenges of a dynamic world by promoting literacy, leadership, and problem-solving skills that result in personal growth and career-related opportunities in the curricular fields that these organizations represent.

Attendance at this national conference and competition allows students the opportunity to apply what they know and have learned in our schools through rigorous national competition with students from around the country who have proven they are the best in their state. Event dates are FCCLA July 2-6, 2023, in Denver, CO; FFA October 26-29, 2022, in Indianapolis, IN; HOSA June 21-24, 2023, in Dallas, TX; SkillsUSA June 19-23, 2023, in Atlanta, GA; FBLA, June 27-30, 2023, in Atlanta, GA; TSA National Conference, June 28-July 2, 2023, in Louisville, KY. Travel to and from the event may take place before and after the stated dates depending on the mode of transportation.

Depending on the school chapters' various funding sources, including but not limited to donations, parent contributions, fundraising activities, grants, and local funds, could all be used to support the expense of this trip. The Carl D. Perkins Secondary includes funds set aside for this type of travel. Travel Authorizations are submitted for final approval to the Superintendent for each school participating in the field trip.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Adult, Career & Technical Education | Goal 1
Implement curriculum opportunities for students to learn technical skills with a wide range of strategies through their educational career.

Adult, Career & Technical Education | Goal 2
Implement curriculum opportunities for students to learn people skills with a wide range of strategies through their educational career.

Recommendation
The Superintendent recommends approval of participation in and travel to various national Career and Technical Student Organization competitions and leadership conferences for qualifying middle and high school students and advisors during the 2022-2023 school year, no financial impact.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Adult, Career and Technical Education
Initiated By: Dr. Paul Gansemer

Attachments:
CTSO National Conference Dates 2022-2023

CTSO National Conferences 2022-23



Family, Career and Community Leaders of America (FCCLA) is a national Career and Technical Student Organization (CTSO) for students in Family and Consumer Sciences (FCS) education in public and private school through grade 12. FCCLA offers intra-curricular resources and opportunities for students to pursue careers that support families. Since 1945, FCCLA members have been making a difference in their families, careers, and communities by addressing important personal, work, and societal issues through Family and Consumer Sciences education.

Today, more than 155,000 members from 4,253 chapters are active in a network of associations in 47 states, including Puerto Rico. The work of FCCLA helps students and teachers focus on a variety of youth concerns, including parenting, family relationships, substance abuse, peer pressure, sustainability, nutrition and fitness, teen violence, and career preparation in four specific Career Pathways. Involvement in FCCLA offers members the opportunity to expand their leadership potential and develop skills for life—planning, goal setting, problem solving, decision making, and interpersonal communication—necessary in the home and workplace.

National Conference: July 2-6 2023, Denver, Colorado



HOSA: HOSA-Future Health Professionals is a global student-led organization recognized by the U.S. Department of Education and the Department of Health and Human Services and several federal and state agencies. HOSA's mission is to empower HOSA-Future Health Professionals to become leaders in the global health community, through education, collaboration, and experience. HOSA actively promotes career opportunities in the health industry and to enhance the delivery of quality health care to all people. HOSA's goal is to encourage all health science instructors and students to affiliate and be actively involved in the HSE-HOSA Partnership.

National Conference: June 21-24, 2023 Dallas, Texas



SkillsUSA: SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. We help each student excel. A nonprofit national education association, SkillsUSA serves middle-school, high-school and college/postsecondary students preparing for careers in trade, technical and skilled service occupations.

SkillsUSA serves more than 331,000 students and instructors annually. This includes 19,019 instructors who join as professional members. Including alumni, SkillsUSA membership totals over 393,000. SkillsUSA has served nearly 14 million annual members cumulatively since 1965 and is recognized by the U.S. Department of Education and the U.S. Department of Labor as a successful model of employer-driven workforce development.

National Conference: June 19-23, 2023, Atlanta, Georgia

FBLA

Future Business Leaders of America-Phi Beta Lambda, Inc. (FBLA-PBL) is the largest business Career and Technical Student Organization in the world. Each year, FBLA-PBL helps over 230,000 members prepare for careers in business.

FBLA-PBL inspires and prepares students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences.

National Conference: June 27-30, 2023, Atlanta, Georgia

TSA: **The Technology Student Association (TSA)** is a national organization of students engaged in STEM (science, technology, engineering, and mathematics).

Open to students enrolled in or who have completed technology and education courses, TSA's membership includes more than 250,000 middle and high school students across the United States. TSA is supported by educators, parents, and business leaders who believe in the need for a technologically literate society. Members learn through exciting competitive events, leadership opportunities, and much more. A wide range of activities makes TSA a positive experience for every student.

National Conference: June 28-July 2, 2023, Louisville, Kentucky

FFA National Conference

Information:

FFA is an intracurricular student organization for those interested in agriculture and leadership. It is one of the three components of agricultural education.

What do the letters FFA stand for?

The official name of the organization is the National FFA Organization.

The letters “FFA” stand for Future Farmers of America. These letters are a part of our history and our heritage that will never change. But FFA is not just for students who want to be production farmers; FFA also welcomes members who aspire to careers as teachers, doctors, scientists, business owners and more. For this reason, the name of the organization was updated in 1988 after a vote of national convention delegates to reflect the growing diversity and new opportunities in the industry of agriculture.

Today, the National FFA Organization remains committed to the individual student, providing a path to achievement in premier leadership, personal growth and career success through agricultural education.

FFA continues to help the next generation rise up to meet those challenges by helping its members to develop their own unique talents and explore their interests in a broad range of agricultural career pathways. So today, we are still the Future Farmers of America. But, we are the Future Biologists, Future Chemists, Future Veterinarians, Future Engineers and Future Entrepreneurs of America, too.

DETAILED SESSION SCHEDULE

All sessions are in Lucas Oil Stadium. All times EDT. Schedule subject to change.
Version current as of: 8/12/2022

WEDNESDAY, OCT. 26

Opening Session 1A

3:30 p.m.

Doors open: *2 p.m.*
Pre-session: *3 p.m.*
Session chair: *National FFA President, Cole Baerlocher*

- Reflections
- Opening Ceremony
- Presentation of State Flags
- National Advisor's Welcome
- Grand Entry, National FFA Band and Chorus
- Sponsor and Donor Recognition
- Keynote Speaker: TBD
- Closing Ceremony

THURSDAY, OCT. 27

Opening Session 1B

8 a.m.

Doors open: *6:30 a.m.*
Pre-session: *7:30 a.m.*
Session chair: *National FFA President, Cole Baerlocher*

- Reflections
- Opening Ceremony
- National Advisor's Welcome
- Grand Entry, National FFA Band and Chorus
- Keynote Speaker: TBD
- Closing Ceremony

Second General Session

2 p.m.

Doors open: *1 p.m.*
Pre-session: *1:30 p.m.*
Session chairs: *National FFA Eastern Region Vice President Mallory White and National FFA Southern Region Vice President Erik Robinson*

- Opening Ceremony
- National FFA Boards Recognition
- Agricultural Proficiency Awards *(Agricultural Communications through Agricultural Services)*
- National FFA Agriscience Fair *(Animal Systems and Environmental Services/Natural Resource Systems)*
- Retiring Address: National FFA Secretary Jackson Sylvester
- National Chapter Awards *(Middle School Model of Excellence; 2- and 3-Star Chapters)*
- Career and Leadership Development Events Awards *(Creed Speaking, Veterinary Science and Livestock Evaluation)*
- Closing Ceremony

Third General Session

6 p.m.

Doors open: *5 p.m.*
Pre-session: *5:30 p.m.*
Session chairs: *National FFA Western Region Vice President Josiah Cruikshank and National FFA Secretary Jackson Sylvester*

- Opening Ceremony
- National FFA Alumni and Supporters Awards
- Agricultural Proficiency Awards *(Agriscience Research to Diversified Agricultural Production)*
- National FFA Officer Team Parents Recognition
- National FFA Agriscience Fair *(Food Products and Processing Systems)*
- National Chapter Award *(Model of Excellence)*
- Retiring Address: National FFA Central Region Vice President Cortney Zimmerman
- Career and Leadership Development Events Awards *(Agricultural Sales, Agronomy, Farm Management, Floriculture, Food Science & Tech, Forestry, Extemporaneous Public Speaking, Nursery/Landscape)*
- Closing Ceremony

FRIDAY, OCT. 28

Fourth General Session

8 a.m.

Doors open: *7 a.m.*
Pre-session: *7:30 a.m.*
Session chairs: *National FFA Southern Region Vice President Erik Robinson and National FFA Central Region Vice President Cortney Zimmerman*

- Opening Ceremony
- Agricultural Proficiency Awards *(Diversified Crop Production through Forage Production)*
- National FFA Agriscience Fair *(Plant Systems)*
- National FFA Band
- Honorary American FFA Degree Ceremony
- Distinguished Service Citations
- VIP Awards
- Retiring Address: National FFA Eastern Region Vice President Mallory White
- National Premier Chapter Awards *(Growing Leaders)*
- Keynote Speaker: TBD
- Career and Leadership Development Events Awards *(Agricultural Communications, Agricultural Issues Forum, Prepared Public Speaking, Horse Evaluation)*
- Closing Ceremony

Fifth General Session

2:30 p.m.

Doors open: *1:30 p.m.*
Pre-session: *2 p.m.*
Session chairs: *National FFA Secretary Jackson Sylvester and National FFA Eastern Region Vice President Mallory White*

- Opening Ceremony
- NAAE Recognition
- Agricultural Proficiency Awards *(Forest Management and Products to Service-Learning)*
- National FFA Chorus
- National FFA Officer Team Advisors and Mentors Recognition
- National FFA Agriscience Fair *(Power, Structural and Technical Systems)*
- 2022-23 National FFA Officer Candidate Introductions
- National Premier Chapter Awards *(Building Communities)*
- Career and Leadership Development Events Awards *(Poultry Evaluation., Environmental & Natural Resources, Meats Evaluation & Technology, Milk Quality & Products, Agricultural Technology & Mechanical Systems; Conduct of Chapter Meetings; Employment Skills*
- Retiring Address: National FFA Western Region Vice President Josiah Cruikshank
- Closing Ceremony

Sixth General Session

7 p.m.

Pre-session: *6:53 p.m.*
Session chairs: *National FFA President Cole Baerlocher and National FFA Central Region Vice President Cortney Zimmerman*

- Opening Ceremony
- Welcome
- Agricultural Proficiency Awards *(Sheep Production through Wildlife Production and Management)*
- National FFA Agriscience Fair *(Social Science)*
- National FFA Band
- Retiring Address: National FFA Southern Region Vice President Erik Robinson
- National Premier Chapter Awards *(Strengthening Agriculture)*
- Career and Leadership Development Events Awards *(Marketing Plan, Dairy Cattle Evaluation and Management)*
- American Star Awards
- Closing Ceremony

SATURDAY, OCT. 29

American FFA Degree Ceremony

7:30 a.m.

Doors open: *6 a.m.*

Recipient recognition is alphabetical by state, A-Z.

Seventh General Session

Noon

Doors open: *10:50 a.m.*
Pre-session: *11:30 a.m.*
Session chair: *National FFA Western Region Vice President Josiah Cruikshank*

- Opening Ceremony
- Welcome
- National FFA Delegate Committee Reports
- National FFA Band
- Retiring Address: National FFA President Cole Baerlocher
- Career and Leadership Development Events Awards *(Parliamentary Procedure)*
- Past National Officer Recognition
- National Officer Nominating Committee Recognition
- 2022-23 National FFA Officer Team Election and Installation
- Remarks: 2022-23 National FFA President
- Closing Ceremony

AGENDA ITEM NO. 9.7

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval to Purchase School Nurse Assistant Program (SNAP) Health Center Software, SDMC No. 23-0070-BS, Estimated in the Amount of $100,000.00

Executive Summary
School Nurse Assistant Program (SNAP) Health Center software is an electronic health record for K-12 schools. It provides access to real-time information with meaningful data to support school nurses. It features on-line chat, illness/injury tracking, COVID monitoring, vaccine management and reports that comply with Florida Department of Health (DOH) requirements, templates for health forms, as well as medication management and health conditions management. SNAP will assist school nurses in providing population-based healthcare to the entire school community through efficient data management processes including documentation, reporting and analysis of student health data.

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow. The requested contract period is through August 31, 2023.

Florida Statutes Section 1010.04(4) states, "Alternative procedures for purchasing – The State Board of Education may, by regulation, provide for alternative procedures for bidding or purchasing in cases in which the character of the item requested renders competitive bidding impractical."

Subsection 6A-1.012(14) F.A.C. states, "A district school board, when acquiring, whether by purchase, lease, lease with option to purchase, rental or otherwise, information technology, as defined in Section 282.004(11), F.S., may make any acquisition through the competitive solicitation process as described herein or by direct negotiation and contract with a vendor or supplier, as best fits the needs of the school district as determined by the district school board."

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Safety | Goal 1
Increase the number of best practices, resources and evidence-based approaches in the areas of school climate and safety across all district campuses and buildings.

Recommendation
The Superintendent recommends approval to purchase School Nurse Assistant Program (SNAP) Health Center Software, SDMC No. 23-0070-BS, estimated in the amount of $100,000.00.

Financial Impact
The funding source for these expenditures will be ESSER III funds and is included in the Exceptional Student Education Department ~~proposed~~ approved budget for 2022-2023.

Contact
Submitting Departments: Exceptional Student Education and Purchasing
Initiated By: Robin Thompson and Ruth Gruett

Attachments:
PSNI Quote

PSNI™
Professional Software for Nurses, Inc.

PROPOSAL

presented to

Manatee County School District

made for **nurses** by **nurses**

(800) 889-7627 | www.promedsoftware.com | info@promedsoftware.com

Professional Software for Nurses, Inc.

Professional Software for Nurses, Inc.
4 Limbo Lane
Amherst, NH 03031
Quote Number: 379

Customer	Manatee County School District	Prepared by	Christine Drucker
Contact	Barbara Hefner	Quote Date	August 11, 2021
Address	215 Manatee Avenue West Bradenton FL, 34205	Quote Expires	November 10, 2022

Initial Purchase through August 31, 2023

Description	Qty	Unit Price	Total Price
SNAP Health Center software subscription- (per user) through August 31, 2023	70	$ 575.00	$ 40,250.00
Cloud services for SNAP Health Center (per user) through August 31, 2023	70	$ 225.00	$ 15,750.00
Cloud services setup- onetime cost (per user)	70	$ 100.00	$ 7,000.00
SNAP State Report - onetime cost (per user) for - Florida	70	$ 125.00	$ 8,750.00
Project management and oversight of project timelines and contract deliverables for 6 months. Term begins with customer onboarding	1	$ 5,000.00	$ 5,000.00
Virtual 4-hr hands-on training (1 to 5 participants) for - Nurse Admin	1	$ 1,000.00	$ 1,000.00
Virtual 7-hr hands-on training (1 to 12 participants) for - Introduction to SNAP	5	$ 1,700.00	$ 8,500.00
		Total	**$ 86,250.00**

Annual Renewal Estimate for School Year 2023-2024 and beyond

Description	Qty	Unit Price	Total Price
SNAP Health Center software subscription- (per user)	70	$ 575.00	$ 40,250.00
Cloud services for SNAP Health Center (per user)	70	$ 225.00	$ 15,750.00
		Total	**$ 56,000.00**

Purchase orders and payments

Payable to:	**Professional Software for Nurses, Inc.**
Faxed to:	**(603) 672-0033**
Emailed to:	**sales@promedsoftware.com**
USPS to:	**4 Limbo Lane, Amherst, NH 03031**
Payment due:	**Upon receipt**

Terms and Conditions

SOFTWARE LICENSING

Perpetual license

- SNAP Health Center and Add-on software is licensed per simultaneous user.
- The end user may use the software without time limitations.
- Optional support plan available for purchase after the first renewal period.

Annual subscription license

- SNAP Health Center software is licensed per simultaneous user.
- The end user has access to software for the duration of the subscription period.
- Subscription cost includes support plan.
- Renew annually by August 31st.
- Additional annual user licenses may be added at any time at current list price.
- Subscription period September 1st through August 31st of the following year.

Temporary subscription license

- Temporary subscription licenses are only available as an Add-on to an annual subscription
- Temporary licenses are available in 25-day increments at current list price.
- Only one day is decremented from the account each calendar day regardless of the number of logins per day. Days do not have to be consecutive and do not expire (unless annual subscription expires).
- Should annual subscription expire, remaining temporary subscription logins will be forfeited.
- Subscription cost includes support plan.

Light subscription license

- A light subscription is licensed per module/per simultaneous user.
- The end user has access to only the selected module(s) for the duration of the subscription period.
- Subscription cost includes support plan based on selected module(s).
- Renew annually by August 31st.
- Additional annual user licenses may be added at any time at current list price.
- Subscription period September 1st through August 31st of the following year.

PSNI CLOUD SERVICES

- A signed Service Level Agreement (SLA) must be returned prior to using services.
- Renewable annually by August 31st.
- Service period is the same as support period.

Services Include

- Demographic data import from client provided file.
- Setup of user access to the PSNI cloud server.
- Maintenance of the application and database servers.
- Redundant backups including offsite backup storage.
- Program updates as released by PSNI.

End User Responsibilities

- Entry of user names and passwords into SNAP Health Center.
- State immunization requirements import.
- End of year process (Promote and Transfer).
- Update and customize SNAP Health Center libraries.

CUSTOM REPORTS

Major revisions may incur update charges.

ENGINEERING SERVICES

- Applicable if services are required above and beyond support plan and cloud services
- Minimum of two-hours of service required.
- Time is used in one-hour increments.
- Service costs are non-transferable and non-refundable.

SUPPORT PLAN

- Support period is September 1st through August 31st of the following year.
- Charged per period.
- If support plan lapses, a renewal fee, per period, is required to obtain support services. Subsequent lapses are subject to the full cost of each missed year.
- Support plan must be up-to-date for the following services: PSNI Cloud Services and SNAP Health Portal.

Support Plan Services Include

- Telephone (toll free in U.S.) and email technical support available Mon through Fri from 7:30 AM - 6:00 PM Eastern Time excluding federal holidays.
- State specific immunization requirements updates.
- Current Mosby Drug Reference Library.
- Access to the IHP Pavilion (for IHP purchases only).
- Access to PSNI's online Member's Area: video trainings & customer knowledge database

TRAINING

- Purchase order must be received 45 days prior to the scheduled training date.
- Purchase orders must be received 45 days prior to the departure date of the PSNI trainer(s). Any delays that incur increased travel expenses are the responsibility of the purchaser.
- Trainings cancelled less than 21 days prior to the scheduled training date will incur a 100% cancellation fee.
- Onsite trainings are held in the district's computer training lab which must have a solid high-speed internet connection. If a reliable internet connection is not available, the district must provide a Windows-based computer training lab.

PAYMENT OPTIONS

- Accepted forms of payment include: purchase orders and credit card payments.
- Credit cards will incur a 3.84% convince fee.

NOTES

- Quotes are valid for 90 days.
- Date of purchase is the date purchase order is processed by PSNI.
- No refunds issued.
- Prices are subject to change at any time.
- Any applicable taxes or Co-Op fees incurred by PSNI will be included in the customer invoice

EXIT PROVISIONS

- PSNI will provide a onetime download of PDFs that contain student health record data on a secure FTP site. There will be a PDF per student per year. Subfolders for each student include the following student data: Attachments, Letters, IHPs
- As a service, PSNI can provide 'flattened' SQL 2017 database (one per year) on a secure FTP site, which must be retrieved within thirty (30) days, after which time they will be permanently deleted. This service is $.05 per student/per year.

AGENDA ITEM NO. 9.8

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Memorandum of Understanding Between Sertoma Speech and Hearing Foundation and the School District of Manatee County, No Financial Impact

Executive Summary
Sertoma Speech & Hearing Foundation of Florida seeks to improve early identification of hearing loss in children throughout the State of Florida and increase the number of children receiving hearing aids for those who have been identified with hearing loss. In accordance with Florida law, hearing screenings shall be provided at a minimum, to students in grades kindergarten, 1st and 6th. Optionally to students in 3rd grade. School nurses conduct mandated hearing screenings and refer students to their physician if needed. Sertoma has the unique ability to travel to the school sites utilizing their mobile audiology unit, to perform these screenings with their staff.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Safety | Goal 1
Increase the number of best practices, resources and evidence-based approaches in the areas of school climate and safety across all district campuses and buildings.

Recommendation
The Superintendent recommends approval of the Memorandum of Understanding between Sertoma Speech and Hearing Foundation and the School District of Manatee County, no financial impact.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Exceptional Student Education
Initiated by: Nicole Cox

Attachments:
Sertoma MOU 2022

SERTOMA SPEECH & HEARING FOUNDATION
MOBILE AUDIOLOGY SERVICES AGREEMENT

THIS CONTRACT is entered into this 14th day of September, 2022, which is considered the effective date of the Contract, by and between Sertoma Speech & Hearing Foundation, and THE SCHOOL BOARD of MANATEE COUNTY, whose principal address is 215 Manatee Avenue West, Bradenton, Florida 34205, hereinafter referred to as "SCHOOL BOARD."

RECITAL

WHEREAS, Sertoma Speech & Hearing Foundation of Florida, Inc.'s mission is to enhance individual potential and quality of life through better hearing. We offer audiology services such as hearing screenings, re-screenings, evaluations, and fitting & dispensing hearing aids. Scheduling must be completed in advance since the mobile unit has a very demanding schedule.

WHEREAS, Sertoma Speech & Hearing Foundation intends to improve early identification of hearing loss in children concentrating on undeserved, low income communities.

WHEREAS, Sertoma Speech & Hearing Foundation seeks to increase the number of children receiving amplification (hearing aids) who have been identified with hearing loss.

WHEREAS, Sertoma Speech & Hearing Foundation seeks to promote strong partnerships that allow us to identify children who have hearing loss and provide access to audiology services through our Mobile Audiology Van.

WHEREAS, the School Board of Manatee County has agreed to permit Sertoma Speech & Hearing Foundation to have a mobile unit at its various school sites. However, each site will have to be determined by Sertoma Speech & Hearing Foundation and the School Board of Manatee County working together to determine each site location.

WHEREAS, Sertoma Speech & Hearing Foundation will require that each child that accesses the use of the Mobile Audiology Van for the express use of audiology services performed by a licensed audiologist, have written permission from their parent (s) or legal guardian (s) that will also contain a Health Insurance Portability and Accountability Act (HIPPA) form so that the records could be accessed by the parents or legal guardians and may request the records to be forwarded to any other third party as needed. Also, the written permission should stage that the school nurse can accompany the child onto the Mobile Unit.

WHEREAS, the School Board of Manatee County is to ensure that it has insurance to cover any injury occurring in the parking area selected for the Mobile Unit to park.

WHEREAS, Sertoma Speech & Hearing Foundation is required to have insurance to cover any injuries that may occur from the time the child steps onto the Mobile Unit until the child leaves from the steps of the Mobile Unit but will not be responsible for any injuries sustained in the school parking area.

NOW THEREFORE, in consideration of the foregoing, which shall be deemed to be incorporated as an integral part of this Agreement and not mere recitals hereto, and the mutual covenants and agreement contained herein, the parties agree as follow:

1. Duties of the School Board.

   1.1 The School Board of Manatee County agrees that it will permit Sertoma Speech & Hearing Foundation to have its Mobile Audiology Unit at its various school sites. However, the specific school locations will need to be agreed upon along with date and time of the mobile unit to provide services at each location.

1.2 The School Board will permit Sertoma Speech & Hearing Foundation to distribute advertisement or any other notices so as to provide the parents regarding the date and time that Sertoma Speech & Hearing Foundation will have its Mobile Unit at a particular school site.

1.3 The School Board will specifically give instruction as to the specific location at each school site so that the Mobile Unit will be accessible to the school children utilizing the services.

2. Sertoma Speech & Hearing Foundation Agrees.

2.1 Sertoma Speech & Hearing Foundation agrees it will bring the Mobile Unit to the school and onto the specific location at each given school location as agreed upon and will in no means interrupt or impede the normal operation of school.

2.2 Sertoma Speech & Hearing Foundation agrees that it will carry sufficient insurance to cover any accidents that are caused onboard the Mobile Unit or accidents caused by the Mobile Unit as it moves on the school site.

2.3 Sertoma Speech & Hearing Foundation will ensure that its Providers' primary and purpose while on the schools' property is to provide audiology services to students.

2.4 Sertoma Speech & Hearing Foundation will provide any advertisement and/or leaflets to be distributed to parents and any HIPPA records requests.

3. General Agreement.

3.1 Both parties agree that Sertoma Speech & Hearing Foundation is not an agent of the School Board or any specific school within the District, and the School Board is not an agent of Sertoma Speech & Hearing Foundation. Each party is independent of the other, and this Agreement is totally for the benefit of the children to have access to hearing care.

3.2 The School Board understands that it does not have any rights to any hearing and speech records generated under this contract, and only the parents can sign for a child to utilize the services herein, and is to provide permission for the school nurse to be present with the child.

3.3 No parent will be prohibited from coming onto any school site for this purpose except if a parent has been registered as any type of child sex offender or has any other records that would disqualify him/her from being around minor children.

3.4 COVID-19 CLAUSE: "The Vendor agrees to follow The School District of Manatee County's protocols pertaining to COVID-19."

3.5 Employment Eligibility Verification ("E-VERIFY"): By entering into a contract with the School District of Manatee County (a public employer in Florida) to provide goods or services in exchange for salary, wages or other renumeration, this section applies to verify employment eligibility. Therefore, pursuant to Section 448.095, Florida Statutes and beginning January 1, 2021, every public employer, Contractor and Subcontractor shall register with and use the United States Department of Homeland Security's E-Verify system, located at https://e-verify.uscis.gov/emp to verify the work authorization status of all newly hired employees. The Parties may not enter into a contract unless each party registers with and uses the federal E-Verify system. The Contracted Site agrees to execute the attached E-Verify form annexed to this agreement.

3.6 CUSTODIAN OF PUBLIC RECORDS:

IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICABILITY OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS:

Public Records Custodian
215 Manatee Avenue
W.Bradenton, Florida, 34205
(941) 708-8770
publicrecords@manateeschools net

4. Consideration.

4.1 The consideration for this Contract is the mutual benefit to both parties in that the School Board has a vital interest in the children attending the schools in Manatee County to have proper speech and hearing care. Sertoma Speech & Hearing Foundation is compensated in this by the fact that it gives Sertoma Speech & Hearing Foundation the opportunity to provide audiology services to children that perhaps would not otherwise access this type of care.

5. Insurance

5.1 The School Board hereby agrees that it has the proper insurance coverage for any and all children, persons and personnel that are injured on its parking facility.

5.2 Sertoma Speech & Hearing Foundation hereby agrees and states that it has proper insurance for anyone coming onto the mobile unit to utilize the services thereon and insurance for the mobile unit while it is entering and exiting from the School Board parking lot facility.

6. Term.
The term of this Agreement is for one (1) year commencing on the 14th, of September, 2022, and ending on the 30th day of July, 2023.

Termination for Cause—The School District reserves the right to terminate this contract in whole or in part at any time before the date of completion, in the event it is determined that the provider has failed to comply with the conditions of the agreement. The School District shall promptly notify the Provider in writing of the determination and the reasons for the termination, together with the effective date of the termination. Payments made to Providers or recoveries by the School Board under contracts terminated for cause shall be in accordance with the legal rights and liabilities of the parties under the laws of the State of Florida. Termination for cause includes terminations under 215.4725, F.S.

Termination for Convenience—Termination of this contract in whole or in part may be made by School District of Manatee County when the district determines that the continuation of the contract would not produce beneficial results commensurate with the further expenditure of funds or in furtherance of the goals and directives of the School District of Manatee County. Termination may be initiated within 30 days' notice when Board approval is not required and subject to Board approval when required.

7. Compliance with Jessica Lunsford Act.

7.1 The School District of Manatee County and State of Florida requires all contractors/subcontractors to

comply with the Jessica Lunsford Act (JLA) which consists of a level II background screening via fingerprinting. Vendors, individuals or entities under contract with School Board of Manatee County required to go on school grounds when students are present, must comply with the requirements of the law and agree to indemnify and hold harmless the School Board of Manatee County for any claims made against the School Board related to the failure to comply with Florida Statute Section 1012.465 and Section 1012.32 Florida Statues. Information on JLA requirements and how to comply can be accessed at:

www.manatee.1.fl.us/purchasew/jessicalunsfordact.htm

8. Governing Law.

8.1 This agreement will be governed by the internal laws of the State of Florida, without regard to its conflicts of laws, rules. Each party agrees to comply with all applicable laws in the performance of this agreement. All disputes are to be resolved in Manatee County, Florida by binding Arbitration before the American Arbitration Association or other mutually agreed and similar forum. The costs of such dispute will be borne by the individual party.

9. Relationship to Parties.

9.1 The parties are independent contractors. This agreement does not create a partnership, franchise, joint venture, agency or employment relationship between the parties. It is expressly acknowledged that the School Board of Manatee County does not direct or control the work or services to be performed, or hoe to perform such work or services under this agreement.

10. Indemnification.

10.1 The contracting party with the Manatee County School Board agrees to defend indemnify and hold harmless the School Board of Manatee County, their agents, employees, officers, and Board Members against any and all third-party claims, losses, damages, expenses, or liabilities arising from any action or failure to act with respect to this agreement. When pertaining to a services contract, the contracting party with the Manatee County School Board, will obtain at its own cost and expense general liability insurance with minimum coverage amounts of at least one million dollars in excess coverage and such insurance will name the School Board of Manatee County, their Board Members and School District Employees a an additional insured. A certificate of insurance will be furnished within ten business days from the execution of this agreement. Failure to provide such insurance allows the School Board of Manatee County; the election to immediate terminates this agreement.

11. Confidentiality.

11.1 Confidentiality is pursuant to Florida Public Records Act and all Federal, State and Local Statutes, including but not limited to Trademark Protection, Copyright protection, Family Educational Rights and Privacy Act of 1996, and Genetic Information Non-Discrimination Act of 2008.

12. Sovereign Immunity.

12.1 The parties acknowledge and agree that the School Board of Manatee County, Florida as an agency of the State of Florida, is a sovereign entity that is by law immune from suit except to the extent specified in 768.28 of Florida Statutes. No provision of the agreement shall constitute, or be interpreted as, a waiver of sovereign immunity, and all defenses relative to sovereign immunity shall be preserved.

13. Miscellaneous.

13.1 Alternative-Modification. Any alterations, verifications, or modifications, amendments or waivers of any provisions to this Contract shall only be made when reduced to writing, duly signed by the parties, and attached to the original of this Contract. Otherwise, this Contract contains all the terms and conditions agreed upon by the parties. No other agreements, terms or understandings between the

parties regarding the subject matter of this Contract oral or otherwise, except those which are attached and made part hereto shall be deemed to exist or be binding on the parties.

14. Entire Agreement.

14.1 This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements, proposals or representations, whether written or oral, concerning its subject matter. This agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which will constitute one and the same instrument. The terms of this agreement will supersede any conflicting terms in any counterpart, exhibit or attachment. No modification, amendment or waiver of any provision of this agreement will be effective unless in writing and signed by both parties. Notice is by writing sent certified mail.

15. Amendment.

15.1 This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

16. Severability.

16.1 If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed and enforced as so limited.

17. Waiver of Agreementual Right.

17.1 The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

18. Applicable Law.

18.1 This Agreement shall be governed by the laws of the State of Florida, and the venue for any court action shall be Manatee County, Florida.

19. Notice.

19.1 Any and all notices to be given regarding this Agreement and the matters contained herein shall be in writing and shall be delivered or sent by United States mail, return receipt requested and should be given to the signatories at the addresses shown on the signature page of this Agreement.

Executed at Bradenton, State of Florida, the day and year first above written.

PROVIDER:

Sertoma Speech and Hearing Foundation

By: **Debra Golinski**
On behalf of Sertoma Speech and Hearing Foundation of Florida

DISTRICT:

Manatee COUNTY SCHOOL DISTRICT

_____
By: **James Golden**
Its: **Board Chair**

_____
By: **Cynthia Saunders**
Its: **Superintendent**

AGENDA ITEM NO. 9.9

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval to Apply, Accept and Expend an Amendment to the Safety and Security of School Buildings Grant, in the Amount of $65,310.15

Executive Summary
The purpose of the Safety and Security of School Buildings grant (22A097) is to improve the physical security of school buildings based upon the 2021 Florida Safe Schools Assessment Tool (FSSAT) required by section 1006.1493, Florida Statutes. All expenditures must be a fixed capital outlay expenditure, associated with improving the physical safety and security of school buildings, identified by the FSSAT, used for items other than code compliance deficiencies, and used in addition to or to augment existing security features. The budget/project performance period is July 1, 2021 – January 31, 2024.

A budget amendment is required to realign projects, submitted by several charter schools, to meet the scope of the funding agent's parameters more succinctly. Expenditures included on the original Department of Education (DOE) 101S, pertaining to these charter schools, were disallowed. This amendment resubmits the charters' requests and will make the School District's allocation whole.

Note: Security system plans, information, procedures, techniques, personnel etc. are not public records F.S. 119.07(1) and 286.011. Therefore, detailed documents pertaining to this item are not disclosed in the board work.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Security | Goal 1
Strengthen and secure school and district facilities.

Recommendation
The Superintendent recommends approval to apply, accept, and expend an amendment to the Safety and Security of School Buildings grant, in the amount of $65,310.15.

Financial Impact
There will be no cost to the General Fund. The District is projected to receive grant funds for the Safety and Security of School Buildings grant, in the amount of $65,310.15.

Contact
Submitting Department: Federal Programs and Grants
Initiated By: Latrina Singleton

Attachments:
Safety & Security School Building Grant

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	School Board of Manatee County, FL	Date Received
B) Program Name: Safety and Security of School Buildings **TAPS Number:** 22A097		**Project Number (DOE Assigned)** 410-93190-2D001

C) Amendment Type	D) Amendment Request Contact Information	
☐ Program ☒ Budget **Amendment Number:** 1	Contact Name Latrina Singleton, Director Federal Programs and Grants	Telephone Numbers 941-751-6550 Ext 43347
	Mailing Address 215 Manatee Avenue West Bradenton, FL 34205-8840	E-mail Addresses singleton2L@manateeschools net

E) Required Signature and Certification

I, Cynthia Saunders, Superintendent: 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.

E) Cynthia Saunders (Aug 11, 2022 09:20 EDT) — Signature of Agency Head

Superintendent — Title

8/10/2022 — Date

Pending Board Approval

F) Narrative

The School District of Manatee County, FL is respectfully requesting a budget amendment to its Safety and Security of School Buildings grant (22A097) to realign projects, submitted by several charter schools, to meet the scope of the funding agent's parameters more succinctly.

Note that on the form DOE 151 the "total project amount currently approved" does not match the "total project amount resulting from this budget amendment." These numbers are different due to the fact that this school district did not receive its total allocation of $759,553.00 Expenditures included on the original DOE 101S, pertaining to these charter schools, were disallowed. This amendment resubmits the charters' requests and will make the school district's allocation whole. Any remaining balances within the charter schools will be reallocated to Palm View K-8 or Samoset Elementary School; both schools are specifically mentioned in the approved program budget.

FLORIDA DEPARTMENT OF EDUCATION
BUDGET AMENDMENT NARRATIVE FORM

A) School Board of Manatee County, FL
District/Agency Name

B) 410-93190-2D001 / 22A097
Project Number/TAPS Number

C) 1
Amendment Number

D) Total Project Amount Currently Approved
$ 694,242.85

E) Total Project Amount resulting from this Budget Amendment
$ 759,553.00

F) Line Item Description

Function	Object	Account Title and Narrative	FTE	Amount Increase	Amount Decrease
Team Success: A School of Excellence (MSID 2102)					
7400	642	**Noncapitalized Furniture, Fixtures and Equipment:** Installation of steel doors throughout the school site to include frame, hardware and installation.			$ 15,493 08
7400	641	**Capitalized Furniture, Fixtures and Equipment:** Install two-way PA communication speaker to increase communication abilities throughout the school, e g hallways FSSAT Section 6 27 5		$ 15,493 08	
Manatee School for the Arts (MSID 2104)					
7400	390	**Other Purchased Services:** Nightlock Lockdown 1 door barricade for either inward or outward-swinging doors Anchored to the floor, it uses leverage to provide protection and acts as a door jammer			$ 9,000 00
7400	682	**Noncapitalized Remodeling and Renovations:** Purchase and installation of permeant fixtures to 150 school doors that serve as a barricade closer for both inward and outward swinging doors FSSAT 7 5 1, Page 138		$ 9,000 00	
Rowlett Middle Academy (MSID 2120)					
7400	649	**Technology-Related Noncapitalized Fixtures and Equipment:** CrisisAlert equipment and installation (safety alert technology management platform) including visual strobes, dedicated network gateway and wireless alert hubs			$ 10,340 35
7400	682	**Noncapitalized Remodeling and Renovations.** Foredoor Access Control System and Installation (hardware locks/installation, permanently attached to the facility) 2021-22 FSSAT, Pages 21 and 25		$ 10,340 35	
Imagine Charter at North Manatee (MSID 2123)					
7400	649	**Technology-Related Noncapitalized Fixtures and Equipment:** CENTEGIX CrisisAlert system to include mobile panic devices that can initiate school-wide lockdowns and communicate campus threats directly with emergency resources			$ 9,029 67
7400	643	**Capitalized Computer Hardware and Technology-Related Infrastructure.** Centegix fixed panic system, which is installed into the physical structure and includes audio and visual alert fixtures, to initiate school-wide lockdowns and communicate campus threats directly with the local 911 center 2021-22 FSSAT, Section 7 2		$ 9,029 67	

Imagine Charter at Lakewood Ranch (MSID 2124)					
7400	649	**Technology-Related Noncapitalized Fixtures and Equipment:** CENTEGIX CrisisAlert system mobile panic application that can initiate school-wide lockdowns and communicate campus threats directly with emergency resources			$ 7,169 05
7400	642	**Noncapitalized Furniture, Fixtures and Equipment.** Installation of Leverset 26D 600 Series Commercial Grade 1 Door Closer FSSAT Section 7 2		$ 469 05	
7400	643	**Capitalized Computer Hardware and Technology-Related Infrastructure:** Motorola SLR5700 Digital Repeater with Duplexer This is mounted on the building, and is categorized under mobile panic/devices since the antenna supports with communication during lock downs and every day [illegible] FSSAT Section 7 2		$ 6,700 00	
Rowlett Academy (MSID 2171)					
7400	648	**Technology-Related Capitalized Fixtures and Equipment:** CENTEGIX CrisisAlert system mobile panic application that can initiate school-wide lockdowns and communicate campus threats directly with emergency resources This includes equipment, installation training and subscription			$ 14,278 00
7400	672	**Noncapitalized Other Than Buildings:** Replacing perimeter security fencing and access gate FSSAT, Sections 7 4 and 7 4 4 (Pages 132-133) and 7 5 1 and 7 5 5 (Pages 134-135)		$ 14,278 00	
			Total	**$ 65,310.15**	**$ 65,310.15**

AGENDA ITEM NO. 9.10

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval to Apply, Accept and Expend the Driving Choice Grant Program, in the Amount of $244,422.00

Executive Summary
The Driving Choice Grant Program is created to improve access to reliable and safe transportation for students participating in public educational school choices pursuant to s.1002.20(6)(a), Florida Statuters, and to support innovative solutions that increase the efficiency of public-school transportation. The School District of Manatee County is directing these funds toward the State-approved purposes of "Developing options to reduce costs and increase efficiencies while improving access to transportation options for families," and "Developing options to address personnel challenges."

Funds will be used to implement a recruitment and retention initiative to attract new bus drivers critical to fulfilling existing vacancies and incentivize current bus drivers for their ongoing service.

Through this effort, a number of positive outcomes are expected such as: creating a positive work environment for drivers by limiting route complexities and high occupancy routes, increasing the number of active routes and reduce travel time in traffic to enhance student safety and health, and ultimately reducing student absenteeism by providing enhanced, timely and reliable services.

The budget/project performance period is July 1, 2022 – June 30, 2023.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Equitable Recruitment & Retention | Goal 1
Recruit the most qualified, diverse and motivated staff.

Recommendation
The Superintendent recommends approval to apply, accept, and expend the Driving Choice Grant Program, in the amount of $244,422.00.

Financial Impact
There will be no cost to the General Fund. The District is projected to receive grant funds the Driving Choice Grant Program, in the amount of $244,422.00.

Contact
Submitting Department: Federal Programs and Grants
Initiated By: Latrina Singleton

Attachments:
SDMC 900D 23C093
SDMC Budge Narrative 23C093
SDMC DOE100 23C093 SIGNED
SDMC Narrative 23C093
SDMC Choice Grant

Project Performance Accountability Form

Definitions

- **Scope of Work-** The major tasks that the grantee is required to perform
- **Tasks-** The specific activities performed to complete the Scope of Work
- **Deliverables-** The products and/or services that directly relate to a task specified in the Scope of Work. Deliverables must be quantifiable, measurable, and verifiable
- **Evidence-** The tangible proof
- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables

Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Unit Cost (optional)
Program Structure: SDMC administration to work with AFSCME to craft a Memorandum of Understanding (MOU) that will outline specific criteria of each of the bonuses and tiered payment structure.	A Memorandum of Understanding will be signed between AFSCME and the School District and put before the School Board of Manatee County for approval.	Signed MOU	October 1, 2022	
Outreach & Advertising: The Recruitment and Retention Program will be highly publicized with program information disseminated at all hiring fairs and announced through local media channels including the district's extensive social media platforms.	Press release(s) and/or social media posts will be disseminated at least quarterly. Program information will be included in all hiring fair materials as appropriate.	Sample of Materials	Quarterly	
Program Implementation: Current bus drivers to be advised of the bonus and placed on tiered-payment structure. New bus drivers to be advised as part of staff on-boarding.	Policy to be drafted for dissemination outlining the retention and recruitment payment structure.	Sample of Materials	October 1, 2022	
Program Evaluation: Transportation staff will collect quantitative and qualitative data to measure program success.	Quarterly reports and a final evaluation will be produced to address program outcomes and success.	2022-23 Driving Choice Grant Activity Report Aggregate Distribution Log	Quarterly as per the Funder	

Note: Add additional lines if necessary

FLORIDA DEPARTMENT OF EDUCATION
BUDGET NARRATIVE FORM 101S

A) Name of Eligible Recipient/Fiscal Agent:	**School District of Manatee County, FL**
B) DOE Assigned Project Number:	
C) TAPS Number:	**23C093**

(1) FUNCTION	(2) OBJECT	(3) Account Title and Narrative	(4) FTE POSITION	(5) AMOUNT	(6) % Allocated to This Project
7800	160	**Other Support Personnel.** Retainment Bonus (Tiered disbursement $1,800.00 x 96 eligible existing drivers)		$ 172,800.00	100%
7800	160	**Other Support Personnel.** Recruitment Bonus (Tiered disbursement $1,800.00 x 28 new drivers)		$ 50,400.00	100%
7800	220	**Federal Insurance Contributions Act (FICA).** Retainment and Recruitment Bonus. Required at the school board approved rate of 7.65%.		$ 17,074.80	100%
7800	730	**Dues and Fees.** Cost of fingerprinting and drug screening required by new employees (28 employees x $140.00)		$ 3,920.00	100%
7800	510	**Supplies.** To support program expenses including consumables for hiring fairs.		$ 227.20	100%
		D) TOTAL		**$ 244,422.00**	

DOE ATTESTATION (Program and Grants Management)

The cost for each line item budget category has been evaluated and determined to be allowable, reasonable and necessary as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

FLORIDA DEPARTMENT OF EDUCATION

April 2022 **DOE 101S**

FLORIDA DEPARTMENT OF EDUCATION
PROJECT APPLICATION

Please return to:	A) Program 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) 245-0496	Driving Choice Grant Program FAPS NUMBER: **23C093**	Date Received
B) Name and Address of Eligible Applicant: School Board of Manatee County, FL 215 Manatee Avenue West Bradenton, FL 34205-8840		**Project Number (DOE Assigned)**

C) Total Funds Requested:	D) Applicant Contact & Business Information	
$244,422.00	Contact Name Katrina Singleton, Director Federal Programs and Grants Fiscal Contact Name Catherine Hayden Miley, Director of Finance	Telephone Numbers 941-751-6550 Ext 43347 941-708-8770 Ext 41111
DOE USE ONLY **Total Approved Project:**	Mailing Address 215 Manatee Avenue West Bradenton, FL 34205-8840	E-mail Addresses singleton2l@manateeschools.net mileyc@manateeschools.net
	Physical/Facility Address 215 Manatee Avenue West Bradenton, FL 34205-8840	UEI number XKGXG94KMH65 FEIN number 596000728

CERTIFICATION

I, Cynthia Saunders, Superintendent, 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 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.

E) Cynthia Saunders (Sep 1, 2022 21:42 EDT) — Signature of Agency Head

Superintendent — Title

9/2/2022 — Date

Pending Board Approval

The Driving Choice Grant Program
July 1, 2022 - June 30, 2023
TAPS Number 23C093

Scope of Work/Narrative

Description of the need to provide improved access to reliable and safe transportation for students participating in public education school choices and to support innovative solutions that increase efficiency of public-school transportation: The School District of Manatee County, FL (SDMC) currently employs 104 certified bus drivers who are charged with providing the safe and timely transportation of more than 15,000 students in grades Prekindergarten through 12th grade. With more than 50 schools located throughout the State's 16th largest county, SDMC's transportation services are extensive – 103 bus routes with buses traveling an estimated 12,926 miles each day. Unfortunately, transportation services are operating at a severe disadvantage with 50+ vacancies. At least an additional 28 new CDL bus drivers are required for this school district to confidently provide reliable and consistent transportation to Manatee's students.

Filling school bus driver positions is a statewide challenge. To adjust for this shortage while maintaining the bulk of its services, SDMC had to make the difficult decision this school year of discontinuing 26 routes. The school district was able to safeguard some 10-15 routes that serve Cambridge AICE Program at Palmetto High School, both International Baccalaureate program sites, and Palm View K-8 - A WOZ Ed Pathway School. However, due to capacity and the overall geographical location of Manatee's "educational choice programs," exclusive bus routes could not be established. Instead, parents have to transport their children to various bus hub stops that often exist beyond walking distance. In some cases, this year, hub stops had to be established even further from students' homes to adjust for bus driver shortages. SDMC also reduced its number of bus routes by not transporting students living within a two-mile vicinity of their zoned school. While this is not a new rule, it has not been strictly enforced in the past.

Employee absenteeism is further impacting SDMC's ability to provide consistent transportation. On a daily basis there can be anywhere from 5-15 absences reported, which then requires administration to cover open routes. This district has zero backup drivers to assist with route coverage. Creating a vicious cycle, absenteeism fuels "burn out" as available staff are required to work long hours covering the vacant or absent routes. This coverage often involves a driver taking on more than one bus route at a school, making students tardy in the morning and late getting home. Some drivers are even starting their shift earlier in the morning

to accommodate the longer routes. Turnover – a natural consequence of labor shortage – is also rampant as other governmental agencies and private companies offer better pay rates than the school district, which has limitations.

SDMC intends on leveraging funding from the Driving Choice Grant Program to introduce an innovative and critically needed Recruitment and Retention Program designed for school district bus drivers. Funding will ensure that this district can reduce costs, increase efficiencies, and improve access to transportation options for families while developing options to address personnel challenges.

While the overarching goal of the Recruitment and Retention Program is to retain and grow the number of bus drivers employed by SDMC, it is also expected that funding will not only maintain but increase services for school choice participants. With more routes activated including additional hubs, the distance between a student's home and the bus stop will be reduced along with the overall student commute.

Additional positive outcomes include:

- More efficient student access to public education school choices such as the International Baccalaureate program provided at Johnson K-8 and Southeast High School, and the Cambridge AICE Program at Palmetto High School. Note that these specialized programs are often located outside a student's home school enrollment zone and a lack of transportation can be a barrier to enrollment.
- Enhanced services to ESE students by limiting transportation impact on daily routine.
- Increased on-time percentage for morning arrivals to ensure the opportunity for students to have breakfast and no lost classroom time.
- Increased on-time percentage for afternoon dismissal to limit impact on after-school extracurricular activities and avoid periods of high-traffic congestion.
- Enhanced student safety and help as travel time is reduced due to reinstated bus routes.
- Creation of a positive work environment for SDMC transportation staff by limiting route complexities and high occupancy routes thus mitigating work "burn out."

Support for Strategic Plan: According to numerous studies, regular school attendance is a predictor of multiple student outcomes from grade level reading to high school graduation. In fact, as noted by the U.S. Department of Education, irregular attendance can be a better predictor of whether a student will drop out of school before graduation than test scores. The Recruitment and Retention Program fully supports the State Board of Education's K-20 Strategic Plan and its goal pertaining to higher student achievement. This initiative will ultimately reduce absenteeism by providing reliable transportation to school – often a barrier to education especially among higher-risk and underserved students.

Description of the project's design and the activities that will be implemented. What service or materials and supplies will be provided and when and how will they be provided? The Recruitment and Retention Program will attract new and qualified applicants by providing a bonus of $1,800.00. The school district will also pay for the required fingerprinting and drug testing, which is currently the responsibility of the new employee. This is a total investment of $1,940.00 per new bus driver.

Recruitment Bonus Structure and Criteria:

- Initial Bonus: $500.00 to be paid after the completion of required training and obtaining a Commercial Driver's License (CDL).
- Milestone Bonus: $500.00 to be distributed once the new employee reaches the 60-day milestone having no more than one absence per month since driving.
- Third Bonus: $400.00 will be distributed prior to Spring Break, March 2023, provided that the new employee does not have more than three accrued absences.
- Final Bonus: $400.00 to be distributed at the end of the school year in May 2023 provided that the new employee does not have more than five accrued absences.

A retention bonus of $1,800.00 will be implemented concurrently to reward current employees for consistent attendance and performance.

Retention Bonus Structure and Criteria:

- Initial Bonus: $1,000.00 to be distributed December 2022 prior to the holiday break to existing bus drivers.
- Second Bonus: $400.00 to be distributed prior to Spring Break provided that the bus driver does not have more than one absence per month (no more than three accrued through March 2023).
- Final Bonus: $400.00 to be distributed at the end of the school year provided that the bus driver does not have more than one absence per month (no more than five accrued through May 2023).

The SDMC will work with the American Federation of State, County and Municipal Employees (AFSCME) to craft a Memorandum of Understanding (MOU) that will include criteria of each of the bonuses, stipulations, and payment structure. The MOU will also be approved by the Manatee County School Board.

Once in place, the Recruitment and Retention Program will be highly publicized with program information disseminated at all hiring fairs and announced through local media channels including the district's extensive social media platforms. Limited funds are included in this program budget for this purpose.

Number of students that will be transported daily using grant proceeds, the number of days during the school year in which the students will be transported to and from school or from one school to another school using grant proceeds. This initiative will impact all 15,000+ of the district's bus riders as it will ensure that bus services are not only maintained countywide but increased through reinstated routes and possibly new hubs. Additionally, students will benefit with familiar buses and bus drivers as more consistency.

Transportation services are provided 180 days of the school year at all 50 sites. SDMC agrees to reporting the progress and outcomes of the project on a quarterly basis using the required 2022-23 Driving Choice Grant Activity Report.

Total cost of providing the innovative solution/option. It is possible that the total cost of the innovative solution or option will exceed the requested grant amount. The allocation provided through the Driving Choice Grant Program will support SDMC's Recruitment and Retention Program for the program year and impact an estimated 124 school bus drivers. While the bonuses are limited to a year, the impact of this program is sustainable – laying the foundation to attract and retain a full roster of school bus drivers to provide stable and enhanced transportation services.

Requested grant amount: The full allocation of $244,422.00 is requested.

Information describing how will the project outcomes be measured qualitatively and quantitatively? SDMC will collect quantitative and qualitative data to measure program success including: number of recruitment and retention incentives dispersed as well as the process of distributing the funds, number of new bus drivers completing a year of employment, absenteeism rate of current bus drivers to evaluate the impact the bonus has on work performance, number of students transported, number of routes served, increases in services, and any challenges experienced over the course of the funding period. Anecdotal information will also be collected from the bus drivers via an online self-report survey.

All data points will be compiled to serve as the basis of the final program evaluation, including implementation processes. The evaluation will be provided the School Board of Manatee County, the funder, and any interested parties.

Any other information that might be necessary to determine the successful implementation of this program. The School District of Manatee County continues to not only meet but exceed safety standards while maximizing its resources to serve thousands of students each day. These efforts are made possible through a highly qualified administration with years of experience, the ability to invest limited funds into the

busing system and install technology proven to increase student safety, the vision to strategically work with community partners and stakeholders alike to modernize services to meet the needs of this growing community, and a robust partnership with AFSCME to support Manatee's school bus drivers.

Project Performance Accountability Form Attached (DOE 900D).

FLORIDA DEPARTMENT OF EDUCATION
PROJECT APPLICATION

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Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone (850) 245-0496	Driving Choice Grant Program **TAPS NUMBER: 23C093**	Date Received **Project Number (DOE Assigned)**
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Superintendent — Title

9/2/2022 — Date

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FLORIDA DEPARTMENT OF EDUCATION
BUDGET NARRATIVE FORM 101S

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		D) TOTAL		$ 244,422.00	

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FLORIDA DEPARTMENT OF EDUCATION

April 2022 DOE 101S

The Driving Choice Grant Program
July 1, 2022 - June 30, 2023
TAPS Number 23C093

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Requested grant amount: The full allocation of $244,422.00 is requested.

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All data points will be compiled to serve as the basis of the final program evaluation, including implementation processes. The evaluation will be provided the School Board of Manatee County, the funder, and any interested parties.

Any other information that might be necessary to determine the successful implementation of this program. The School District of Manatee County continues to not only meet but exceed safety standards while maximizing its resources to serve thousands of students each day. These efforts are made possible through a highly qualified administration with years of experience, the ability to invest limited funds into the

busing system and install technology proven to increase student safety, the vision to strategically work with community partners and stakeholders alike to modernize services to meet the needs of this growing community, and a robust partnership with AFSCME to support Manatee's school bus drivers.

Project Performance Accountability Form Attached (DOE 900D).

Project Performance Accountability Form

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- **Due Date-** Date for completion of tasks
- **Unit Cost-** Dollar value of deliverables

Scope of Work Tasks/Activities	Deliverables (product or service)	Evidence (verification)	Due Date (completion)	Unit Cost (optional)
Program Structure: SDMC administration to work with AFSCME to craft a Memorandum of Understanding (MOU) that will outline specific criteria of each of the bonuses and tiered payment structure.	A Memorandum of Understanding will be signed between AFSCME and the School District and put before the School Board of Manatee County for approval.	Signed MOU	October 1, 2022	
Outreach & Advertising: The Recruitment and Retention Program will be highly publicized with program information disseminated at all hiring fairs and announced through local media channels including the district's extensive social media platforms.	Press release(s) and/or social media posts will be disseminated at least quarterly. Program information will be included in all hiring fair materials as appropriate.	Sample of Materials	Quarterly	
Program Implementation: Current bus drivers to be advised of the bonus and placed on tiered-payment structure. New bus drivers to be advised as part of staff on-boarding.	Policy to be drafted for dissemination outlining the retention and recruitment payment structure.	Sample of Materials	October 1, 2022	
Program Evaluation: Transportation staff will collect quantitative and qualitative data to measure program success.	Quarterly reports and a final evaluation will be produced to address program outcomes and success.	2022-23 Driving Choice Grant Activity Report Aggregate Distribution Log	Quarterly as per the Funder	

Note: Add additional lines if necessary

AGENDA ITEM NO. 9.11

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval to Purchase Cambridge AICE Program, SDMC No. 23-0071-BS, Continued Procurement with Vendor, Estimated in the Amount of $350,000.00

Executive Summary
The Advanced International Certificate of Education (AICE) Program is one of sixteen Florida School Choice Options available to students in grades K-12. The AICE program is considered an international curriculum and examination program that's modeled on the British pre-college curriculum and 'A-Level' exams. Students at all levels in Manatee County may attend schools that utilize Cambridge curriculum materials and assessments. At the high school level, Cambridge International AS & A Level qualifications offer students the opportunity to tailor their studies to their individual interests, abilities and future plans within an international curriculum framework. This program emphasizes the value of broad and balanced study, leading to opportunities to earn the AICE diploma and/or college credit. Alongside an in-depth understanding of a variety of subjects, students also need to master a broader range of skills critical for success in university study and employment.

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow. The requested contract period is September 14, 2022 through September 30, 2023.

Historical expenditures are as follows:
- 2019-2020 $218,787.62
- 2020-2021 $307,123.83
- 2021-2022 $328,269.74

Florida Statutes Section 1010.04(4) states, “Alternative procedures for purchasing – The State Board of Education may, by regulation, provide for alternative procedures for bidding or purchasing in cases in which the character of the item requested renders competitive bidding impractical.”

Subsection 6A-1.012(14) F.A.C. states, “A district school board, when acquiring, whether by purchase, lease, lease with option to purchase, rental or otherwise, information technology, as defined in Section 282.004(11), F.S., may make any acquisition through the competitive solicitation process as described herein or by direct negotiation and contract with a vendor or supplier, as best fits the needs of the school district as determined by the district school board.”

The supplier is Cambridge Assessment International Education, New York, NY, Florida Document No. F14000004470.

This item aligns with the District’s Strategic Plan Goal(s) which state(s):

Student Achievement | Goal 3
Increase the percentage of students meeting college and career acceleration, as defined by the state accountability model, by 2% points each school year.

Recommendation
The Superintendent recommends approval to purchase Cambridge AICE Program, SDMC No. 23-0071-BS, continued procurement with vendor, estimated in the amount of $350,000.00.

Financial Impact
The funding source for these expenditures will be AICE funds and is included in various schools and departments ~~proposed~~ approved budget for the 2022-2023 school year.

Contact
Submitting Departments: Curriculum and Purchasing
Initiated By: Dr. Laurie Breslin and Ruth Gruett

Attachments:
Annual Registration Estimate
USA Fees 22-23

Cambridge Assessment International Education

295 Madison Avenue, Suite 715, New York, NY10017, USA
t: +1 917 522 2142
e: info@cambridgeinternational.org

Erin Cox

School District of Manatee County
215 Manatee Avenue West
Bradenton, FL 34205

August 9, 2022

Subject: Cambridge School Estimated Annual Fees 2022-2025

School	Cambridge Program Annual Fee w/25% disc (October 1, 2022- September 30, 2023)	Cambridge Program Annual Fee w/25% disc (October 1, 2023 – September 30, 2024) *ESTIMATE ONLY (based on up to 5% increase)	Cambridge Program Annual Fee w/25% disc (October 1, 2024 – September 30, 2025) * ESTIMATE ONLY (based on up to 5% increase)	Total
Palmetto High School	$7,398.75	$7,768.69	$8,157.12	$23,324.56
Manatee High School	$7,398.75	$7,768.69	$8,157.12	$23,324.56
Bayshore High School	$7,398.75	$7,768.69	$8,157.12	$23,324.56
Braden River High School	$7,398.75	$7,768.69	$8,157.12	$23,324.56
Lakewood Ranch High School	$7,398.75	$7,768.69	$8,157.12	$23,324.65
Parrish Community High School	$7,398.75	$7,768.69	$8,157.12	$23,324.65
Buffalo Creek Middle School	$7,398.75	$7,768.69	$8,157.12	$23,324.65
Blackburn Elementary School	$3,611.25	$3,791.81	$3,981.41	$11,384.47

Samoset Elementary School	$3,611.25	$3,791.81	$3,981.41	$11,384.47

Grand Total: $186,040.86

Note:
Per Cambridge Group of Schools contract with School District of Manatee County, the following discounts have been applied

- Reduce the annual Cambridge Primary programme fee by 25%
- Reduce the annual Cambridge Secondary & Advanced programme fee by 25

A group waiver for the annual registration fee is applicable. This means the number of Secondary & Advanced programme fees to be paid by the group is calculated annually using a group level waiver limit (included in fees list). This allows larger schools that exceed the individual waiver limit to contribute towards a registration fee waiver for smaller schools that do not. This ONLY applies to High Schools and Middle Schools that are registered as Advanced programmes. Elementary Schools registered as Primary programmes will receive a 25% discount annually.

Kind Regards,

Allison Ibarra
Schools Development Manager South USA

Cambridge Assessment International Education

Fees list: USA

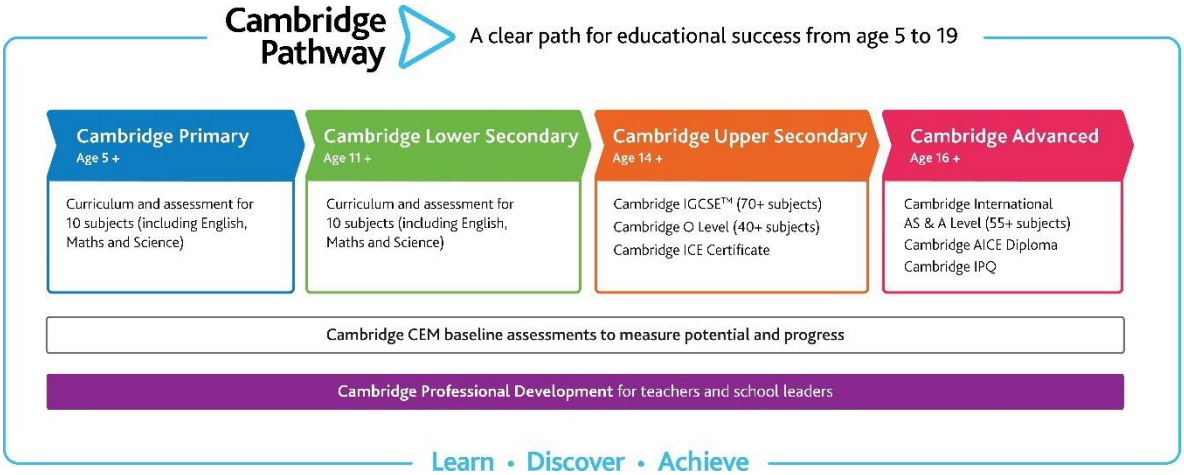
October 2022 to September 2023

Introduction

This fees list includes:

- Application fees.
- Cambridge Pathway:
  - Cambridge Primary.
  - Cambridge Lower Secondary.
  - Cambridge Upper Secondary.
  - Cambridge Advanced.
- Cambridge Professional Development Qualifications.
- Administration fees.

In this fees list, we refer to 'Cambridge schools'. These are schools, colleges or any other organisation registered to offer our programmes and qualifications. Our registration year runs from 1 October to 30 September each year.



If you have any questions

Contact us at **info@cambridgeinternational.org**. Our Customer Services team is available 24 hours a day, six days a week. Our hours are Sunday 00:01 UTC to Friday 23:59 UTC, all year round. We are closed on Saturdays 00:01 UTC to 23:59 UTC. For help, go to **www.cambridgeinternational.org/help**

Registering as a Cambridge school

Application fee

Before your school can offer our programmes and qualifications, we will ask you to complete our application process. This includes an approval visit, where a Cambridge International representative will visit your school to understand your plans and help you to register. There is an application fee to cover this process.

We will refund a proportion of the fee ($1,115.00) if your school does not meet our standards for registration. We retain the remainder of the fee to cover the cost of your school approval visit.

Where it is deemed necessary to conduct a visit in order to assess a school's ability to extend the programmes they offer, a programme extension application fee will apply.

	US DOLLAR ($)
Application fee	3,335.00
Programme extension application fee	1,670.00

Programme fees – what's included (subject to successful application)

	Cambridge Primary programme fee	Cambridge Lower Secondary programme fee	Cambridge Upper Secondary & Advanced programme fee	Cambridge Professional Development Qualifications programme fee
Cambridge Primary	•	•		
Cambridge ICT Starters	•	•	•	
Cambridge Lower Secondary	•	•	•	
Cambridge Upper Secondary			•	
Cambridge Advanced			•	
Cambridge PDQ	•	•	•	•

Cambridge Primary and Cambridge Lower Secondary programme fees

Following a successful school approval visit, schools pay a yearly programme fee. The school registration year runs from 1 October to 30 September. See page 3 for candidate entry fees for Cambridge Primary Checkpoint and Cambridge Lower Secondary Checkpoint.

	US DOLLAR ($)
Schools renewing their registration from the previous year, or schools registering for the first time before 31 Dec 2022	4,815.00
Schools registering for the first time part way through the registration year:	
from 1 Jan 2023 to 31 Mar 2023	3,615.00
from 1 Apr 2023 to 30 Jun 2023	2,410.00
from 1 Jul 2023 to 30 Sep 2023	1,205.00

Cambridge Upper Secondary and Advanced programme fee

Following a successful approval visit, schools pay a yearly Cambridge Upper Secondary and Advanced programme fee. The school registration year runs from 1 October to 30 September. See page 4 for candidate entry fees.

	US DOLLAR ($)
Schools renewing their registration from the previous year, or schools registering for the first time before 31 Dec 2022	9,865.00
Schools registering for the first time part way through the registration year:	
from 1 Jan 2023 to 31 Mar 2023	7,400.00
from 1 Apr 2023 to 30 Jun 2023	4,935.00
from 1 Jul 2023 to 30 Sep 2023	2,470.00

You will not be charged the yearly Cambridge Upper Secondary and Advanced programme fee for 2023/24 if your annual spend is over $17,105.00 in the year from October 2022 to September 2023.

The application fee and the Cambridge Upper Secondary and Advanced programme fee do not count towards the $17,105.00 total.

What counts towards your annual spend	
Cambridge Primary and Cambridge Lower Secondary programme fee	Cambridge Professional Development Qualification fees
Qualification entry fees[1]	Cambridge Professional Development training courses
Cambridge AICE Diploma and Cambridge ICE entry fees	Results services
Publications catalogue purchases	Post-results services[2]

Please note that the following do not count towards your annual spend:

- Cambridge CEM products and services,
- Cambridge Assessment Network events,
- CPSQ products.

If we add any new services, these will count towards your annual spend, unless stated otherwise.

Cambridge Primary

Cambridge Primary schools paying the Cambridge Primary or Cambridge Lower Secondary programme fees (see page 2) can offer **Cambridge Primary Checkpoint** at the end of the Cambridge Primary stage. Cambridge Primary Checkpoint tests are available for English, English as a Second Language, Mathematics, Science and Global Perspectives.

Learn more at **www.cambridgeinternational.org/cambridgeprimary**

	US DOLLAR ($)
Cambridge Primary Checkpoint (per candidate, per subject)	26.40

[1] Late entry fees do not count towards your annual spend.
[2] Enquiries about results (EARs) and any subsequent appeals do not count towards your annual spend.

Cambridge Lower Secondary

Cambridge Lower Secondary schools paying the Cambridge Primary, Cambridge Lower Secondary or Cambridge Upper Secondary and Advanced programme fees can also offer **Cambridge Lower Secondary Checkpoint** tests at the end of the Cambridge Lower Secondary stage. Cambridge Lower Secondary Checkpoint tests are available for English, English as a Second Language, Mathematics, Science and Global Perspectives.

Learn more at **www.cambridgeinternational.org/lowersecondary**

	US DOLLAR ($)
Cambridge Lower Secondary Checkpoint (per candidate, per subject)	39.65

Cambridge ICT Starters

Cambridge ICT Starters is available to Cambridge schools paying the Cambridge Primary, Cambridge Lower Secondary or Cambridge Upper Secondary and Advanced programme fee. It introduces learners, typically aged 5 to 14, to the key ICT applications they need to achieve computer literacy and to understand the impact of technology on our daily lives.

Fees per candidate:

	US DOLLAR ($)	
Cambridge ICT Starters Initial Steps Stage 1 (3 modules)	40.50	per stage
Cambridge ICT Starters Initial Steps Stage 2 (3 modules)	40.50	per stage
Cambridge ICT Starters Initial Steps Full Award – Stage 1 & 2 (6 modules)	81.00	full award
Cambridge ICT Starters Next Steps Stage 1 (4 modules)	60.20	per stage
Cambridge ICT Starters Next Steps Stage 2 (4 modules)	60.20	per stage
Cambridge ICT Starters Next Steps Full Award – Stage 1 & 2 (8 modules)	120.40	full award
Cambridge ICT Starters On Track Stage 1 (4 modules)	60.20	per stage
Cambridge ICT Starters On Track Stage 2 (4 modules)	60.20	per stage
Cambridge ICT Starters On Track Full Award – Stage 1 & 2 (8 modules)	120.40	full award

Cambridge Upper Secondary

Cambridge Upper Secondary is included in the Cambridge Upper Secondary and Advanced programme fee. Cambridge schools can offer a wide range of **Cambridge IGCSE** subjects.

Learn more at **www.cambridgeinternational.org/uppersecondary**

Fees per candidate:

	US DOLLAR ($)	
Cambridge IGCSE	72.95	per subject
Cambridge IGCSE Double Award	145.90	per subject
Cambridge ICE entry fee	80.00	per certificate

Cambridge Advanced

Cambridge Advanced is included in the Cambridge Upper Secondary and Advanced programme fee.

Cambridge schools can offer a wide range of subjects for **Cambridge International A Level** (which can be studied as a staged assessment – Cambridge International AS Level & A Level components).

Learn more at **www.cambridgeinternational.org/cambridgeadvanced**

Fees per candidate:	**US DOLLAR ($)**	
Cambridge International AS Level component or A2 Level component (except AS Global Perspectives)	110.10	per subject
Cambridge International A Level (except A Level Global Perspectives)	178.05	per subject
Cambridge IPQ	149.45	per subject
Cambridge AICE Diploma entry fee	126.80	per diploma
Cambridge AICE Full Credit (Cambridge International AS Level component and A Level component)	110.10	per subject
Cambridge AICE Double Credit (Cambridge International A Level)	178.05	per subject

Cambridge International AS & A Level Global Perspectives and Research (GPR)

Learners develop research, thinking, reasoning and communication skills by following a structured approach to analysing and evaluating arguments and perspectives. The skills they gain help them to meet the demands of twenty-first century learning and to make a successful transition to higher education.

Fees per candidate:	**US DOLLAR ($)**
Cambridge International AS Level component	193.05
Cambridge International A2 Level Global Perspectives	149.45
Cambridge International A Level Global Perspectives	242.85

Cambridge Pre-U Global Perspectives and Research (GPR)

Fees per candidate:	**US DOLLAR ($)**	
All Cambridge Pre-U Global Perspectives and Research components (1, 2, 3, 4)	311.30	per subject
Cambridge Pre-U Global Perspectives components only (1, 2, 3)	193.05	per subject
Research component only with Cambridge Pre-U Global Perspectives or Cambridge International AS Level Global Perspectives mark carried forward	193.05	per subject

Cambridge Professional Development Qualifications and teacher training

Cambridge Professional Development Qualifications (Cambridge PDQs) are a system for practice-based professional learning, assessment and certification for teachers and leaders. With Cambridge PDQs you can embed continuous professional development in your school and transform teaching and leadership so that students learn better.
Schools and organisations interested in becoming a Cambridge Professional Development Centre, in order to run a Cambridge PDQ programme, need to complete the approval process.
Learn more at **www.cambridgeinternational.org/pdq**

Registered Cambridge schools: access to Cambridge Professional Development Qualifications is included in the Cambridge Primary, Cambridge Lower Secondary, and the Cambridge Upper Secondary and Advanced programme fees following a successful approval application.

We charge a yearly Cambridge PDQ programme fee of $9,865.00 if a school is not already a registered Cambridge school paying a Cambridge Primary, Cambridge Lower Secondary or Cambridge Upper Secondary and Advanced programme fee.[3]

Fees per candidate:
Cambridge International Certificate or Diploma in Teaching & Learning
Cambridge International Certificate or Diploma in Teaching with Digital Technologies
Cambridge International Certificate or Diploma in Teaching Bilingual Learners
Cambridge International Certificate or Diploma in Educational Leadership

	US DOLLAR ($)
Certificate (Module 1)	371.40
Diploma (Module 2)	222.85
Diploma (Module 3)	148.60

Fees for online Programme Leader courses
Cambridge PDQ Programme Leaders must complete the online Programme Leader Induction course.

	US DOLLAR ($)
Online Programme Leader Induction course	394.90
Online Programme Leader Extension course	217.20
Resubmission of the programme plan and rationale	106.65 per module

Professional development training courses (subject and skills based)
We deliver a wide range of teacher training and professional development courses and programmes through:

- face to face training
- webinars
- online courses
- examiner feedback web conferences after each exam series
- dedicated tutor-led courses on a range of syllabuses
- self-study courses.

Learn more at **www.cambridgeinternational.org/professionaldevelopment**

Fees for teacher training depend on the type of delivery method and are available on request.
Contact **info@cambridgeinternational.org** for further information.

[3] Schools will not be charged the yearly PDQ programme fee for the following year if their annual spend is over $17,105.00 in this school year. The application fee and the Cambridge PDQ programme fee do not count towards the $17,105.00 total.

Administration fees

After the final entry closing date, we will charge late fees for any new entries you make, as well as for any entry amendments or syllabus changes. Entries or changes received after the advertised deadlines can cause disruption to carefully scheduled processes and cause significant extra work. Late entry fees are therefore applied to recover the costs of additional processing requirements, and to encourage the submission of entries by the advertised closing dates.

	US DOLLAR ($)
Late entries	64.85 per entry, per subject
Very late entries	162.00 per entry, per subject

** Cambridge International may be unable to accept entry changes in the very late entries period if these are received too close to the exam. Please refer to the Cambridge Handbook for entry deadlines.*

** Late entry fees will be charged in addition to the normal syllabus fee.*

Results service

	US DOLLAR ($)
Duplicate results – whole school	89.00
Duplicate results – broadsheet only	59.45
Duplicate results – additional fee for despatch by courier	77.30
Priority results information	85.60
Priority results information – additional fee for extra copy	23.80
Priority results information – additional fee for despatch by courier	77.30

Post-results service

	US DOLLAR ($)
Certifying statement search fee	85.60
Certifying statement – additional fee for extra copy	23.80
Certifying statement – additional fee for despatch by courier	77.25
Certifying statement – additional fee for authentication per statement	303.95
Replacement certificate - name amendment requested after the issue of certificates	85.60
Replacement certificate - date of birth (DOB) amendment requested after the issue of certificates (accredited syllabuses only)	85.60
Replacement certificate – additional fee for despatch by courier	77.25
Replacement statement of results (SoR) – name amendment requested after the issue of SoR	85.60
Replacement statement of results – DOB amendment requested after the issue of SoR	85.60
Replacement statement of results – additional fee for despatch by courier	77.25
Verification of results	38.00
Recalculation of Cambridge ICE or the Cambridge AICE Diploma (non-refundable fee):	
For the first five candidates:	206.15
For each additional candidate:	20.70

Enquiries about results (EARs)

US Dollar ($)

Service number	Description	Cambridge O Level / IGCSE	Cambridge International AS & A Level / Pre-U	Cambridge Professional Development	
		Component fee	Component Fee	Timetabled module	On-demand module
1	Clerical re-check	32.20	35.70	32.20	---
1S	Clerical re-check with a copy of the script	70.25	71.20	---	---
2	Review of marking and clerical re-check	74.95	89.00	74.95	74.95
2S	Review of marking and clerical re-check with a copy of the script	112.95	128.40	---	---
3	Review of marking and clerical re-check, with detailed report on assignment module	---			118.90
4	Review of marking for one assignment module and report on a group of candidates All candidates in the group must have taken the same combination of components For the first five candidates: For each additional candidate up to maximum 30:	---			522.05 95.35
5	Re-moderation of the school's coursework marks for a component, together with a report on the assessment of the coursework of the candidates	427.80	495.30	---	---
9	Report on the work of a group of candidates Note: The report is for the information of teachers only and does not involve any review of marking For the first five candidates: For each additional candidate up to maximum 15:	391.15 54.40	438.70 71.30	391.15 54.40	--- ---

Appeals against enquiries about exam results outcomes Stage 1 ..... 296.90

Appeals against enquiries about exam results outcomes Stage 2 ..... 356.00

Fees for other Cambridge International services

Return of Art

US DOLLAR ($)

Cambridge qualification	Per component	November 2022	March 2023	June 2023
IGCSE	0400/01	121.55	127.65	127.65
IGCSE	0400/02	121.55	127.65	127.65
AS & A Level	9479/01	121.55	127.65	127.65
AS & A Level	9479/02	121.55	127.65	127.65
AS & A Level	9479/03	121.55	127.65	127.65
O Level	6090/01	121.55	N/A	127.65
O Level	6090/02	121.55	N/A	127.65
O Level	6090/03	121.55	N/A	N/A

The costs are based on items being returned by courier and on work being a maximum size of A2. We may charge additional postage if the maximum size is exceeded.

For more information and details of restrictions see 'Teacher Assessment – Form 5' available to download at **www.cambridgeinternational.org/forms**

Fees are available on request for other Cambridge International services:

- consultancy on curriculum, assessment design and school improvement
- publications
- merchandise.

Refund of fees

We only refund fees if you let us know about the withdrawal of a candidate before the published entry closing date. We issue refunds after the end of the examination series. More information is in the *Cambridge Handbook* at **www.cambridgeinternational.org/examsofficersguide**

If a school applying to become a Cambridge International school does not meet our standards, we will refund $1,115.00 of the application fee (see page 2).

Taxation

Fees are net of local taxation. All fees are payable without deduction for any taxes; all sums payable to us shall be increased to the extent necessary to provide us with the same net amount we would have received if no such taxes had been applicable to those fees.

Invoicing and payment

We email invoices to you – our invoices are in US Dollar ($).
To register your contact information, please contact us at **info@cambridgeinternational.org**

If you have any questions

Contact Cambridge International at **info@cambridgeinternational.org**.
For help, go to **www.cambridgeinternational.org/help**

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AGENDA ITEM NO. 9.12

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Appointments, Change of Assignments, Promotions, Reappointments, Reassignments, Resignations, Retirements, Suspensions, Terminations, and Transfers

Executive Summary
The personnel listed under change of assignments, promotions, reappointments, reassignments, resignations, retirements, suspensions, terminations, and transfers have been recommended by their principal or immediate supervisor to the Superintendent of Schools.

The personnel recommended for appointments for the 2022-2023 school year have been interviewed by members of the administrative staff and have applications with favorable references on file in the Human Resources Department.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Equitable Recruitment & Retention | Goal 1
Recruit the most qualified, diverse and motivated staff.

Equitable Recruitment & Retention | Goal 2
Improve teacher and other employee retention rates.

Recommendation
The Superintendent recommends the approval of the appointments, change of assignments, promotions, reappointments, reassignments, resignations, retirements, suspensions, terminations, and transfers.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Human Resources
Initiated By: Doug Wagner

Attachments:
HR Board Material September 13, 2022

Type		Information/Position/Location	Eff Date
Appointments/Admin			
	GC	Instructional Specialist Professional Support Center **Range $58,992-$100,719**	8/8/2022
	BD	Professional Learning Specialist Professional Support Center **Range $58,992-$100,719**	8/8/2022
	MD	School Psychologist - 11 Mo. Professional Support Center **Range $59,691-$102,089**	8/16/2022
	JE	Transportation Coordinator Matzke Support Center **Range $44,729-$77,349**	8/22/2022
	TH	Graduation Enhancement Tech Bayshore High **B.S. University of South Florida**	8/8/2022
	DH	First Grade Teacher Harvey Elementary **B.S. University of South Florida**	8/2/2022
	AM	Live Video Production Manager School Support Center **Range $53,442-$91,733**	8/29/2022
	MM	School Nurse, RN Lee Middle **Range $40,374-$70,173**	8/22/2022
	KSO	Instruction Curriculum Splst/Mgr. Professional Support Center **Range $58,992-$100,719**	8/11/2022
	AY	Instructional Specialist Professional Support Center **Range $58,992-$100,719**	8/22/2022
Appointments/Para			
	TA	Teacher Aide, ESE Prine Elementary	8/11/2022
	NAL	Teacher Aide, ESOL	8/15/2022

Type	Information/Position/Location	Eff Date
	Bayshore Elementary	
CB	Teacher Aide, ES Bayshore Elementary	8/8/2022
ACG	Teacher Aide, ES Palm View K-8	8/22/2022
AD	Teacher Aide, ES McNeal Elementary	8/10/2022
RD	Teacher Aide, ESOL Daughtrey Elementary	8/11/2022
JF	Physical Education Tech Gullett Elementary	8/2/2022
DMF	Classroom Sub Nolan Middle	8/8/2022
MF	Teacher Aide, ESE Freedom Elementary	8/17/2022
SG	Teacher Aide, ESOL Sugg Middle	8/29/2022
DG	Teacher Aide, ESOL Palmetto Elementary	8/10/2022
EG	Teacher Aide, ES Blackburn Elementary	8/9/2022
MGS	Teacher Aide, ESOL Oneco Elementary	8/15/2022
CH	Teacher Aide, ES Harvey Elementary	8/22/2022
JH	Teacher Aide, ES Daughtrey Elementary	8/10/2022
IH	Teacher Assistant, ES Daughtrey Elementary	8/4/2022
AJ	Teacher Aide, ESE, One-on-One	8/10/2022

Type	Information/Position/Location	Eff Date
	Blackburn Elementary	
MJ	Teacher Aide, ES Prine Elementary	8/10/2022
OK	Teacher Aide, ESE Tara Elementary	8/22/2022
TK	Teacher Aide, Pre-K Integrated Bayshore Elementary	8/8/2022
KK	Teacher Aide, ESE Southeast High	8/8/2022
JK	Teacher Aide, ESE Parrish Community High	8/18/2022
JK	Teacher Aide, ESE Mills Elementary	8/22/2022
DL	Teacher Aide, ESE Williams Elementary	8/5/2022
ML	Teacher Assistant, HS Southeast High	8/5/2022
CL	Teacher Aide, ES Palmetto Elementary	8/8/2022
KM	Teacher Assistant, HS, ISS Parrish Community High	8/9/2022
FM	Teacher Aide, ESE Rogers Garden-Bullock Elementary	8/2/2022
TM	Teacher Aide, ESE Oneco Elemenary	8/10/2022
JM	Classroom Sub Rogers Garden-Bullock Elementary	8/17/2022
CN	Teacher Aide, ESE Palmetto Elementary	8/10/2022
AP	Teacher Assistant, ES	8/2/2022

Type	Information/Position/Location	Eff Date
	Daughtrey Elementary	
ASP	Teacher Aide, ESE Braden River Elementary	8/2/2022
YP	Teacher Aide, ESE Rogers Garden-Bullock Elementary	8/22/2022
GP	Teacher Aide, ES Manatee Elementary	8/22/2022
MP	Teacher Aide, ES Samoset Elementary	8/17/2022
NR	Teacher Aide, ESOL Rogers Garden-Bullock Elementary	8/4/2022
JR	Classroom Sub Johnson K-8	8/2/2022
RR	Teacher Aide, ESOL Tillman Elementary	8/5/2022
MRR	Teacher Aide, ESOL Palmetto Elementary	8/15/2022
IS	Teacher Aide, ESE Rogers Garden-Bullock Elementary	8/2/2022
JCS	Teacher Aide, Pre-K Mills Elementary	8/17/2022
CS	Teacher Aide, ESE, One-on-One Palm View K-8	8/18/2022
DT	Classroom Sub Southeast High	8/8/2022
OV	Teacher Aide, ESE, One-on-One Rogers Garden-Bullock Elementary	8/22/2022
DV	Teacher Aide, ES, Title I Blackburn Elementary	8/9/2022
EV	Teacher Aide, ESOL	8/9/2022

Type		Information/Position/Location	Eff Date
		Manatee Elementary	
	TW	Classroom Sub Braden River High	8/9/2022
	IY	Teacher Assistant, MS, ISS Nolan Middle	8/8/2022
Appointments/Prof			
Req. 6464	*BA*	Fourth Grade Teacher Harvey Elementary **M.Ed. American College of Education**	8/2/2022
Req. 6328	*EB*	Teacher, TV Production Palmetto High **B.A. University of Central Florida**	8/2/2022
Req. 7234	*ABL*	First Grade Teacher Rogers Garden-Bullock Elementary **B.S. Florida Gulf Coast University**	8/2/2022
Req. 6901	*BB*	Teacher, Physical Education, ES Daughtrey Elementary **B.A. Warner University**	8/2/2022
Req.7363	*LB*	Teacher, Social Studies, HS Palmetto High **B.S. University South Florida**	8/9/2022
Req. 6050	*TLB*	Teacher, VE Sugg Middle **B.A. The Micro Univ. College, Jamaica**	8/2/2022
Req. 7457	*AB*	Teacher, VE Horizons Academy **M.A. University of North Alabama**	8/8/2022
Req. 6992	*JC*	Teacher, Welding Manatee Technical College **Certification 3G & 4G Welding MTC**	8/15/2022
Req. 6461	*RAC*	Teacher, IND/SC Southeast High **M.A. Univ. of the Visayas/Philippines**	8/2/2022
Req. 7046	*AC*	Teacher, Pre-K Handicapped	8/7/2022

Type		Information/Position/Location	Eff Date
		Manatee Elementary **B.A. University of Phoenix**	
Req. 7103	KC	Teacher, Language Arts, HS Parrish Community High **B.A. University of Illinois**	8/8/2022
Req. 7308	CC	Teacher, ASD Rogers Garden-Bullock Elementary **M.Ed. Long Island University**	8/8/2022
Req. 6377	MJC	Teacher, Mathematics, MS Johnson K-8 **M.A. University of Wisconsin**	8/2/2022
Req. 5952	CSC	Teacher, ASD Daughtrey Elementary **B.A. The Micro University College**	8/15/2022
Req. 6470	CC	Second Grade Teacher Palm View K-8 **B.S. Bowling Green State University**	8/2/2022
Req. 5958	AD	Teacher, Physical Education, HS Manatee High **M.Ed. University of Vermont**	8/5/2022
Req. 6977	DD	Instructor, Dental Assistant Manatee Technical College **B.S. Florida Gulf Coast University**	8/5/2022
Req. 7288	CD	Teacher, ESE, OJT Lakewood Ranch High **B.A. University of Arkansas**	8/10/2022
Req. 6473	CE	Teacher, Art, ES Prine Elementary **M.F.A. Kent State University**	8/2/2022
Req. 7196	BE	Teacher, Social Studies, MS Palm View K-8 **M.Ed. University of Florida**	8/2/2022
Req. 5906	KE	Teacher, Reading, MS Buffalo Creek Middle	8/2/2022

Type		Information/Position/Location	Eff Date
		B.A. University of South Florida	
Req. 7381	EF	Third Grade Teacher Manatee Elementary **B.S. University of Texas El Paso**	8/7/2022
Req. 6435	SF	Teacher, VE Stewart Elementary **B.A. University South Florida**	8/12/2022
Req. 5865	SNF	Teacher, EBD/SC Sugg Middle **B.A. Sam Sharpe Tchrs College, Jamaica**	8/2/2022
Req. 6888	AF	Teacher, VE Blackburn Elementary **B.A. University of South Florida**	8/2/2022
Req. 6868	PG	Teacher, Resource Lee Middle **B.A. University of Maryland**	8/2/2022
Req. 6919	AG	Teacher, Language Arts, HS Braden River High **M.S. Palm Beach Atlantic**	8/2/2022
Req. 5825	JG	Fourth Grade Teacher Oneco Elementary **B.A. University South Florida**	8/4/2022
Req. 6324	TH	Third Grade Teacher Prine Elementary **B.A. University of South Florida**	8/2/2022
Req. 7405	SHP	Teacher, Language Arts, MS Lincoln Middle **M.A. Clark Atlanta University**	8/8/2022
Req. 7389	SH	First Grade Teacher McNeal Elementary **B.A. Daytona State College**	8/11/2022
Req. 6279	KH	Fifth Grade Teacher Gullett Elementary **B.A. University of Louisiana**	8/19/2022

Type		Information/Position/Location	Eff Date
Req. 6418	HH	Teacher, ASD Willis Elementary **B.A. Florida State University**	8/2/2022
Req. 6474	JJ	Fifth Grade Teacher Manatee Elementary **M.Ed. Southern Methodist Univ.**	8/8/2022
Req. 7474	CJ	Speech & Language Pathologist Samoset Elementary **M.S. Sacred Heart University**	8/17/2022
Req. 7230	MJ	Teacher, Science, MS Nolan Middle **M.Ed. University of West Florida**	8/5/2022
Req. 7461	JK	Teacher, Mathematics, HS Lakewood Ranch High **B.A. Reed College**	8/11/2022
Req. 7198	SK	Teacher, Physical Education, MS Johnson K-8 **M.A. Saint Xavier University**	8/5/2022
Req. 6866	AL	Teacher, Mathematics, HS Bayshore High **B.A. Ohio State University**	8/2/2022
Req. 6358	GL	Kindergarten Teacher Willis Elementary **B.A. University of South Florida**	8/21/2022
Req. 7289	CL	Teacher, VE Samoset Elementary **M.A. Saint Xavier University**	8/10/2022
Req. 6790	RL	Teacher, Mathematics, HS Palmetto High **B.S. Western Governors University**	8/2/2022
Req. 6993	EL	ESE Specialist Professional Support Center **M.A. University West Florida**	8/2/2022

Type		Information/Position/Location	Eff Date
Req. 6622	ML	Speech & Language Pathologist Gullett Elementary **M.Ed. Old Dominion University**	8/21/2022
Req. 7102	EM	Teacher, Other Classroom Braden River High **M.A. Mercy College**	8/2/2022
Req. 6641	DM	Kindergarten Teacher Williams Elementary **B.A. Oakland University**	8/21/2022
Req. 7020	SM	Teacher, VE Lincoln Middle **B.A. University of South Florida**	8/2/2022
Req. 6412	LM	Fourth Grade Teacher Bashaw Elementary **B.A. University of South Florida**	8/2/2022
Req. 7213	RM	Teacher, Social Studies, HS Southeast High **B.A. Florida Southern College**	8/10/2022
Req. 7201	JM	Teacher, IND/SC Braden River High **M.S. Keiser University**	8/9/2022
Req. 7217	MM	Student Support Specialist Braden River High **B.A. West Virginia Wesleyan**	8/10/2022
Req. 7475	RM	Speech & Language Pathologist Williams Elementary **M.A. University of Pittsburgh**	8/22/2022
Req. 6290	MM	Fourth Grade Teacher Abel Elementary **B.A. University of South Florida**	8/2/2022
Req. 6168	SKO	Second Grade Teacher Freedom Elementary **B.A. East Carolina University**	8/2/2022
Req. 6861	LP	Counselor, ES	8/2/2022

Type		Information/Position/Location	Eff Date
		Johnson K-8 **M.S. Ed.S. Florida State University**	
Req. 7441	AP	Teacher, Health, HS Parrish Community High **B.S. University of North Florida**	8/17/2022
Req. 6311	RP	Teacher, Business Technology Bayshore High **M.B.A. Iona College**	8/2/2022
Req. 6775	JP	Kindergarten Teacher Bashaw Elementary **B.A. University South Florida**	8/2/2022
Req. 7316	CP	College & Career Advisor Lakewood Ranch High **EdD Western Kentucky University**	8/25/2022
Req. 7297	ER	Teacher, Language Arts, HS Braden River High **M.B.A. Western Governors Univ.**	8/9/2022
Req. 7344	PRP	Teacher, Art, ES Rogers Garden-Bullock Elementary **M.S. Nova Southeastern University**	8/3/2022
Req. 6873	MS	Teacher, Mathematics, MS Haile Middle **B.S. University South Florida**	8/10/2022
Req. 7216	KS	Teacher, Digital Photography Parrish Community High **B.A. University of South Florida**	8/10/2022
Req. 7047	CS	Third Grade Teacher Manatee Elementary **M.B.A. Dowling University**	8/8/2022
Req. 6831	MS	Second Grade Teacher Bayshore Elementary **B.S. State College of Florida**	8/2/2022
Req. 6355	MS	Second Grade Teacher Moody Elementary	8/4/2022

Type		Information/Position/Location	Eff Date
		B.S. Johnson University	
Req. 7247	MBT	Speech & Language Pathologist Witt Elementary **M.Ed. Valdosta State University**	8/2/2022
Req. 7002	AW	Counselor, ES Rogers Garden-Bullock Elementary **M.S. Capella University**	8/2/2022
Req. 7111	JV	Teacher, VE Miller Elementary **B.A. Union College Leguna, Philippines**	8/22/2022
Req. 6610	AWW	Teacher, VE Tillman Elementary **B.A. The University of the West Indies**	8/16/2022
Req. 6937	SW	Teacher, Social Studies, HS Palmetto High **B.A. SUNY Cortland**	8/9/2022
Req. 6053	JW	Teacher, Art, MS Lee Middle **B.A. University of Tampa**	8/2/2022
Req. 6401	FW	Fourth Grade Teacher Ballard Elementary **B.S. Newberry College**	8/2/2022
Req. 7355	DZ	Third Grade Teacher Manatee Elementary **B.S. Bob Jones University**	8/8/2022
Req. 5933	SZ	Teacher, VE/SC Bashaw Elementary **B.S. Bob Jones University**	8/10/2022
Req. 6963	DZ	Teacher, Dual Language, ES Rogers Garden-Bullock Elementary **B.A. Unidad Central Del Valle Del Cauca**	8/4/2022
Appointments/Supp			
	TAO	Registrar II Professional Support Center	8/17/2022

Type	Information/Position/Location	Eff Date
JB	Guidance Clerk Jain Middle	8/8/2022
SC	Custodian 8 Hr. Manatee Elementary	8/18/2022
MCO	Administrative Secretary School Support Center	8/22/2022
RD	School Clerical Assistant, 10 Mo. Southeast High	8/11/2022
ND	Custodian 8 Hr. Southeast High	8/9/2022
SE	Food Service Worker 6 Hr. Parrish Community High	8/8/2022
BF	Custodian 4 Hr. Manatee Technical College	8/22/2022
TG	Bus Aide Matzke Support Center	8/8/2022
TK	Food Service Worker - 6 Hr. Gullett Elementary	8/22/2022
TM	Food Service Worker 5 Hr. Palma Sola Elementary	8/8/2022
YN	Custodian 8 Hr. Abel Elementary	8/8/2022
ASS	School Registrar I, ES Palm View K-8	8/12/2022
JS	Food Service Worker - 5 Hr. Braden River Middle	8/8/2022
TS	Custodian 8 Hr. King Middle	8/8/2022
KT	Cafeteria Manager I Bashaw Elementary	8/8/2022

Type		Information/Position/Location	Eff Date
	EW	Custodian 8 Hr. Southeast High	8/23/2022
	DW	Food Service Supervisor Wakeland Support Center	8/2/2022
Resignations/Admin			
	DA	Field Technician King Middle	8/27/2022
	LB	Career Counselor Manatee Technical College	8/6/2022
	SJ	MTC Student Services Coordinator Manatee Technical College	10/8/2022
	MP	Mechanical Systems Manager Matzke Support Center	8/6/2022
	DT	Budget Analyst II School Support Center	8/13/2022
	JW	Vehicle Maintenance Manager Matzke Support Center	8/16/2022
Resignations/Para			
	AA	Teacher Aide, ESE Sugg Middle	8/13/2022
	TB	Classroom Sub Johnson K-8	8/2/2022
	RB	Teacher Aide, ESE Harllee Middle	8/2/2022
	FC	Teacher Aide, Pre-K Integrated Prine Elementary	8/8/2022
	AD	Teacher Aide, ES, Title I Blackburn Elementary	8/24/2022
	SH	Teacher Aide, MS Sugg Middle	8/6/2022
	CH	Teacher Aide, ES Rogers Garden-Bullock Elementary	7/31/2022

Type		Information/Position/Location	Eff Date
	CJ	Health Aide Harllee Middle	8/2/2022
	YL	Teacher Aide, ES, Title I Daughtrey Elementary	8/2/2022
	CM	Teacher Aide, ESE Parrish Community High	8/27/2022
	CM	Teacher Aide, ES Samoset Elementary	8/25/2022
	IR	Classroom Sub Daughtrey Elementary	8/27/2022
	RT	Teacher Aide, ESE Myakka Elementary	8/13/2022
	AV	Teacher Aide, ESE Palm View K-8	8/12/2022
	AW	Behavior Tech Professional Support Center	9/3/2022
Resignations/Prof			
	PB	Teacher, Science, HS Lakewood Ranch High	8/2/2022
	HB	Teacher, Music, MS Jain Middle	8/31/2022
	AB	Teacher, Science, HS Bayshore High	8/27/2022
	CC	First Grade Teacher Oneco Elementary	9/8/2022
	MC	Teacher, VE/SC Kinnan Elementary	8/11/2022
	SC	Student Support Specialist Southeast High	8/8/2022
	KD	Kindergarten Teacher Daughtrey Elementary	8/26/2022

Type	Information/Position/Location	Eff Date
ED	Teacher, Language Arts, MS Nolan Middle	8/8/2022
TD	Teacher, VE/SC Blackburn Elementary	9/3/2022
CF	Teacher, VE/SC Daughtrey Elementary	8/27/2022
PG	Teacher, Social Studies, HS Lakewood Ranch High	8/17/2022
AG	Teacher, IND/SC Lincoln Middle	8/2/2022
AK	Second Grade Teacher Abel Elementary	8/1/2022
SL	Teacher, ESOL Resource Bashaw Elementary	7/12/2022
BL	Teacher, Cosmetology Manatee Technical College	8/20/2022
RM	Teacher, Language Arts, HS Manatee High	8/8/2022
SM	Teacher, Language Arts, HS Braden River High	8/20/2022
GP	Teacher, Music, MS Nolan Middle	8/23/2022
SP	Teacher, EBD/SC Southeast High	8/6/2022
DP	Kindergarten Teacher Manatee Elementary	8/3/2022
DR	Teacher, Technology Palm View K-8	8/10/2022
ER	Teacher, Science, HS Parrish Community High	8/18/2022

Type		Information/Position/Location	Eff Date
	DS	Fifth Grade Teacher Freedom Elementary	8/20/2022
	JT	Teacher, Pre-K Handicapped Abel Elementary	8/20/2022
	TTY	Speech & Language Pathologist Professional Support Center	8/2/2022
	RT	Teacher, Art, ES Rogers Garden-Bullock Elementary	7/20/2022
	AW	Teacher, Pre-K Integrated Braden River Elementary	8/24/2022
Resignations/Supp			
	CA	Food Service Worker 5 Hr. Parrish Community High	8/13/2022
	RB	Bus Driver Matzke Support Center	8/1/2022
	LBM	Custodian 8 Hr. Freedom Elementary	8/17/2022
	LB	Bus Driver Matzke Support Center	8/10/2022
	NC	Cafeteria Manager V Gullett Elementary	8/7/2022
	CC	Lead Custodian I Johnson K-8	8/20/2022
	CC	Food Service Worker 6 Hr. Jain Middle	8/9/2022
	RC	Custodian 8 Hr. Tillman Elementary	8/2/2022
	DD	Guidance Clerk Lakewood Ranch High	8/15/2022
	MF	Food Service Assistant Manager Gullett Elementary	8/7/2022

Type	Information/Position/Location	Eff Date
AF	Bus Aide Matzke Support Center	7/19/2022
DG	Custodian 8 Hr. Harvey Elementary	9/10/2022
SG	School Secretary II, 12 Mo. Manatee Technical College	9/7/2022
TH	School Clerical Assistant, 10 Mo. Nolan Middle	8/12/2022
TH	Custodian 8 Hr. Daughtrey Elementary	8/1/2022
MH	Food Service Training Wakeland Support Center	8/12/2022
MJM	Custodian 8 Hr. Johnson K-8	8/3/2022
JJ	Bus Driver Matzke Support Center	7/26/2022
OGM	School Registrar I, ES Oneco Elementary	8/10/2022
TM	Bus Driver Matzke Support Center	8/11/2022
JR	Electrician Lead Matzke Support Center	7/30/2022
CR	Bus Aide Matzke Support Center	7/25/2022
BR	Food Service Worker 5 Hr. Palma Sola Elementary	8/9/2022
LR	Food Service Training Wakeland Support Center	8/10/2022
DDS	Custodian 8 Hr. Southeast High	8/20/2022

Type		Information/Position/Location	Eff Date
	SS	Food Service Worker - 6 Hr. Moody Elementary	8/21/2022
	ES	Food Service Assistant Manager Braden River High	8/8/2022
	NT	Food Service Training Wakeland Support Center	8/8/2022
	GV	Custodian 8 Hr. Freedom Elementary	8/11/2022
	JV	Food Service Worker 6 Hr. Gullett Elementary	8/1/2022
	AW	Jr. Accountant Professional Support Center	8/20/2022
	SW	Food Service Worker - 5 Hr. Lee Middle	5/28/2022
Retirement/Admin			
	GC	Sr. Field Support Engineer Professional Support Center **27.50 Years**	12/1/2022
	LW	School Nurse, RN Palma Sola Elementary **33.10 Years**	8/16/2022
Retirements/Prof			
	SP	Second Grade Teacher McNeal Elementary **11.10 Years**	8/16/2022
Retirement/Supp			
	AB	Head Custodian Willis Elementary **3.82 Years**	10/1/2022
	AG	Food Service Worker - 6 Hr. Daughtrey Elementary **16.40 Years**	9/3/2022
Terminations/Para			
	TB	Teacher Assistant, HS Southeast High	8/15/2022
	TS	Teacher, Assistant, MS	8/10/2022

Type		Information/Position/Location	Eff Date
		Sugg Middle	
Terminations/Supp			
	NK	Bus Aide Matzke Support Center	8/10/2022
	EM	Custodian 8 Hr. McNeal Elementary	8/16/2022
	JQ	Bus Driver Training Matzke Support Center	8/8/2022
	FR	Bus Driver Matzke Support Center	8/10/2022
	PS	Bus Aide Matzke Support Center	8/10/2022
	DW	Bus Driver Training Matzke Support Center	8/8/2022
Transfers/Admin			
	MB	From: Sr. Network Sys/ Securi Engineer School Support Center To: Network Services Supervisor School Support Center	9/4/2022
	RM	From: Business Systems Analyst School Support Center To: Sr. Budget Analyst School Support Center	8/22/2022
	TM	From: Network Systems Engineer Professional Support Center To: Data Center Support Engineer School Support Center	9/4/2022
	MNS	From: State Reports Specialist I School Support Center To: Info Applications Coordinator School Support Center	8/7/2022
Transfers/Para			
	KJ	From: Bus Aide Matzke Support Center To: Teacher Aide, ES, Title I Daughtrey Elementary	8/2/2022
Transfers/Prof			

Type	Information/Position/Location	Eff Date
SC	From: Classroom Sub Parrish Community High To: Teacher, Reading, HS Parrish Community High	8/2/2022
KC	From: Second Grade Teacher Tara Elementary To: Third Grade Teacher Tara Elementary	8/2/2022
JD	From: Teacher, Science, HS Parrish Community High To: Student Support Specialist Parrish Community High	8/8/2022
AD	From: Classroom Sub Manatee High To: Teacher, Physical Education, HS Manatee High	8/5/2022
DT	From: NFC-Head Girls Volleyball Southeast High To: Student Support Specialist Southeast High	8/16/2022
HF	From: Teacher, Music, ES Tillman Elementary To: Teacher, Music, HS Palmetto High	8/7/2022
MG	From: Teacher Aide, ESOL Manatee High To: Teacher, World Language, HS Bayshore High	7/24/2022
AM	From: Teacher, Voc Ed P/T Manatee Technical College To: Instructor, Nursing Manatee Technical College	8/15/2022
AR	From: Marketing & Events Specialist Manatee Technical College To: Teacher, Science, HS Parrish Community High	8/15/2022

Transfers/Supp

Type	Information/Position/Location	Eff Date
MA	From: Cafeteria Manager I Manatee Elementary To: Cafeteria Manager III Haile Middle	8/15/2022
DA	From: Food Service Worker - 6 Hr. Gullett Elementary To: Food Service Worker - 6 Hr. Jain Middle	8/8/2022
SB	From: Food Service Worker - 6 Hr. Parrish Community High To: Food Service Worker - 6 Hr. Braden River High	8/8/2022
DB	From: Food Service Worker - 5 Hr. Oneco Elementary To: Food Service Worker - 6 Hr. Sugg Middle	8/22/2022
NC	From: Food Service Worker - 5 Hr. Lincoln Middle To: Food Service Worker - 6 Hr. Lincoln Middle	8/8/2022
MCDS	From: Custodian 8 Hr. King Middle To: Custodian 8 Hr. Johnson K-8	8/22/2022
JD	From: Food Service Worker - 6 Hr. Miller Elementary To: Food Service Worker - 6 Hr. Manatee High	8/8/2022
KE	From: Food Service Worker - 5 Hr. Braden River High To: Food Service Worker - 6 Hr. Tara Elementary	8/22/2022
HF	From: Food Service Training Wakeland Support Center To: Food Service Worker - 6 Hr. Willis Elementary	8/8/2022

Type	Information/Position/Location	Eff Date
BG	From: Lead Custodian I Jain Middle To: Custodian 8 Hr. Jain Middle	8/22/2022
VH	From: Custodian 8 Hr. Palmetto High To: Custodian 8 Hr. Daughtrey Elementary	8/22/2022
RJ	From: Plans Room Clerk Matzke Support Center To: Project Assistant Matzke Support Center	8/15/2022
GK	From: Custodian 8 Hr. Sea Breeze Elementary To: Custodian 8 Hr. King Middle	8/22/2022
LL	From: Food Service Worker - 6 Hr. Lakewood Ranch High To: Food Service Worker - 6 Hr. Parrish Community High	8/8/2022
MM	From: Food Service Training Wakeland Support Center To: Food Service Worker - 6 Hr. Southeast High	8/8/2022
LM	From: Food Service Training Wakeland Support Center To: Food Service Worker - 6 Hr. Buffalo Creek Middle	8/8/2022
FM	From: Custodian 8 Hr. Palmetto High To: Custodian 8 Hr. Manatee High	8/14/2022
RM	From: Custodian 8 Hr. Jain Middle To: Custodian 8 Hr. Gullett Elementary	8/22/2022

Type	Information/Position/Location	Eff Date
JM	From: Guidance Clerk Southeast High To: School Clerical Assistant, 10 Mo. Southeast High	8/24/2022
SP	From: Asst. Manager, FDS, Floater Wakeland Support Center To: Food Service Worker - 6 Hr. Parrish Community High	8/22/2022
DP	From: Payroll Specialist School Support Center To: Senior Payroll Specialist School Support Center	8/8/2022
YQA	From: Custodian 8 Hr. Manatee High To: Custodian 8 Hr. Palmetto High	8/14/2022
JR	From: Custodian 8 Hr. King Middle To: Custodian 8 Hr. Gullett Elementary	8/22/2022
RR	From: Classroom Sub Lakewood Ranch High To: School Clerical Assistant, 10 Mo. Lakewood Ranch High	8/21/2022
LS	From: Bus Aide Matzke Support Center To: Bus Driver Matzke Support Center	
LS	From: Food Service Worker - 6 Hr. Tara Elementary To: Food Service Worker - 6 Hr. Oneco Elementary	8/22/2022
SS	From: Food Service Training Wakeland Support Center To: Food Service Worker - 6 Hr. Moody Elementary	8/8/2022

Type	Information/Position/Location	Eff Date
TS	From: School Secretary I, 12 Mo. Manatee Technical College To: School Secretary II, 12 Mo. Manatee Technical College	8/21/2022
KT	From: Jr. Accountant Matzke Support Center To: Administrative Secretary Matzke Support Center	8/22/2022
RV	From: Custodian 8 Hr. Sugg Middle To: Custodian 8 Hr. Bayshore High	8/22/2022
KW	From: Guidance Clerk Manatee High To: Guidance Clerk, ES Blackburn Elementary	9/4/2022

AGENDA ITEM NO. 9.13

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Report of Teachers Out-of-Field Content, Reading, ESOL (English for Speakers of Other Languages), and/or Long-Term Substitutes

Executive Summary
The Out-of-Field Plan for Manatee County Schools provides that teachers are notified of their out-of-field status at the point that the current certification that they hold does not meet the required certification for the subject(s) they are teaching. State School Board Rule 6A-1.0503 provides that any out-of-field teacher must be appointed by the School Board as being out-of-field after verification that an appropriately certified teacher is not available. The attached list of teachers was appointed by the School Board as out-of-field. These teachers have the option of passing the subject area exam or completing a minimum of six semester hours annually toward certification until such time that they can pass the test if applicable.

The META (Multicultural and Educational Training Advocacy) Consent Decree requires that all teachers of ELLs (English Language Learners) receive training in ESOL (English for Speakers of Other Languages) strategies. The number of required training hours ranges from 18 to 300 hours and is categorized by the subject in which the teacher gives instruction. Categories are I, II, III, and IV. The timeline for completing training hours is also driven by the category. Specifics are given to each teacher at the time of hire or when there is a change of assignment. Category I Teachers who are not ESOL Certified or Endorsed must be reported to the Board as out-of-field. The attached list contains the names of those teachers that are required to be reported to the Board.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Equitable Recruitment & Retention | Goal 1
Recruit the most qualified, diverse and motivated staff.

Equitable Recruitment & Retention | Goal 2
Improve teacher and other employee retention rates.

Recommendation
The Superintendent recommends approval of the report of Teachers Out-of-Field Content, Reading, ESOL (English for Speakers of Other Languages), and/or Long-Term Substitutes.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Human Resources
Initiated By: Doug Wagner

Attachments:
OOF Content 9.13.2022
OOF ESOL 9.13.2022
OOF Reading 9.13.2022

OOF Content 9.13.2022 BM						
Last Name	First Name	Department	Current Jobcode Title	Descr	Eff Date	Due Date
Wallace	Wayne	Buffalo Creek Middle School	Tchr, Dropout Prevention, MS	Middle Grades English 5-9	10/26/2020	10/8/2021
Williams	Tara	Braden River Middle School	Tchr, VE	Social Science 6-12	3/8/2019	9/5/2018
Blank	Christopher	Lakewood Ranch High School	Tchr, Health, HS	Middle Grades General Science 5-9	10/29/2019	10/31/2020
Byrne	James	Bayshore High School	Tchr, Science, HS	Physics 6-12	8/1/2019	12/18/2020
Van Zandt	Mary	Tara Elementary School	Tchr, VE	Elementary Education K-6	1/21/2020	1/6/2021
Artis	Heather	Abel Elementary School	Tchr, Fifth Grade	Exceptional Student Education K-12	7/30/2021	5/31/2022
Durocher	Christy	Lincoln Memorial Middle School	Tchr, Mathematics, MS	Exceptional Student Education K-12	2/28/2019	2/14/2020
Neathery	Michele	Bayshore High School	Tchr, Reading, HS	English 6-12	1/21/2021	5/31/2021
Siegel	Kristin	Parrish Community High School	Tchr, Other Classroom	Biology 6-12	11/4/2020	10/19/2021
Schmoll	Stacy	Samoset Elementary School	Tchr, Pre-K Handicapped	Educational Media Specialist PK-12	9/4/2020	5/31/2021
Cummings	Stacy	Palm View K-8 School	Tchr, VE	Exceptional Student Education K-12	9/19/2018	5/1/2019
Bigler	Cynthia	Bayshore High School	Tchr, Science, HS	Middle Grades General Science 5-9	8/1/2019	5/31/2019
Ortiz	Joan	Nolan Middle School	Tchr, Science, MS	Middle Grades General Science 5-9	10/16/2019	10/21/2021
Cobb	Jennifer	Moody Elementary School	Tchr, Fourth Grade	Elementary Education K-6	8/20/2018	5/30/2019
Martin	Roderick	Palmetto High School	Tchr, Mathematics, HS	Mathematics 6-12	3/1/2019	3/5/2020
Calcorzi	Angel	Bayshore Elementary School	Tchr, Fifth Grade	Elementary Education K-6	7/30/2021	5/31/2022
Pope	Eleanor	Tillman Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	9/14/2020	5/31/2021
Pope	Eleanor	Tillman Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	9/14/2020	5/31/2022
Soudijn	Cheryl	Johnson K-8 Sch of Int Studies	Tchr, Pre-K Integrated	Exceptional Student Education K-12	9/13/2020	5/31/2021
Henderson	Deanna	Jain Middle School	Tchr, Science, MS	Social Science 6-12	3/8/2019	9/5/2018
Vonseggern	Byron	Haile Middle School	Tchr, Science, MS	Exceptional Student Education K-12	7/21/2020	5/31/2021
Uhlinger	Chad	Braden River Middle School	Tchr, Mathematics, MS	Mathematics 6-12	9/29/2020	9/23/2021
Williams	Roshun	Lee Middle School	Tchr, Emotion/Behavr Disabil	Middle Grades Mathematics 5-9	10/4/2019	10/12/2019
Williams	Roshun	Lee Middle School	Tchr, Emotion/Behavr Disabil	Middle Grades General Science 5-9	10/4/2019	10/12/2019
Williams	Roshun	Lee Middle School	Tchr, Emotion/Behavr Disabil	Middle Grades Social Science 5-9	10/4/2019	10/12/2019
Miller	Akilla	Manatee High School	Tchr, Science, HS	Biology 6-12	10/27/2020	10/8/2021
Human	Laura	Miller Elementary School	Tchr, Art, ES	Art K-12	3/29/2021	5/31/2021
Fearon	Victoria	Palm View K-8 School	Tchr, Language Arts, MS	Elementary Education K-6	9/5/2018	5/31/2019
Torchia	Whitney	Mills Elementary School	Tchr, Pre-K Handicapped	Autism Endorsement Year 1	9/10/2021	5/31/2022
Torchia	Whitney	Mills Elementary School	Tchr, Pre-K Handicapped	Autism Endorsement Year 2	9/10/2021	5/31/2023
Movilla	Mercedes	Buffalo Creek Middle School	Tchr, World Language, MS	Gifted Endorsement Class 1	8/9/2019	5/31/2020
Movilla	Mercedes	Buffalo Creek Middle School	Tchr, World Language, MS	Gifted Endorsement Class 2	8/9/2019	5/31/2021
Movilla	Mercedes	Buffalo Creek Middle School	Tchr, World Language, MS	Gifted Endorsement Class 3	8/9/2019	5/31/2022
Corbett	Brooke	Palmetto High School	Tchr, Other Classroom	World Language – Spanish K-12	10/16/2019	10/11/2021
Franklin	Katrina	Manatee Elementary School	Tchr, Third Grade	Elementary Education K-6	2/14/2022	11/1/2022
Pippin	Tami	Palm View K-8 School	Tchr, VE	Autism Endorsement Year 1	8/6/2020	5/31/2021
Pippin	Tami	Palm View K-8 School	Tchr, VE	Autism Endorsement Year 2	8/6/2020	5/31/2022
McDaniel	Lauren	Tara Elementary School	Tchr, Second Grade	Educational Media Specialist PK-12	8/21/2021	5/31/2022
Bailey	Michael	Braden River High School	Tchr, Emotion/Behavr Disabil	Earth-Space Science 6-12	2/28/2019	10/4/2022
Bailey	Michael	Braden River High School	Tchr, Emotion/Behavr Disabil	English 6-12	2/28/2019	10/4/2021
Bailey	Michael	Braden River High School	Tchr, Emotion/Behavr Disabil	Health K-12	2/28/2019	10/4/2023
Bailey	Michael	Braden River High School	Tchr, Emotion/Behavr Disabil	Mathematics 6-12	2/28/2019	10/4/2021
Bailey	Michael	Braden River High School	Tchr, Emotion/Behavr Disabil	Social Science 6-12	8/27/2018	5/31/2019
Garcia	Jessie	Lincoln Memorial Middle School	Tchr, Resource	Art K-12	10/26/2020	10/8/2021
Cruz	Marilyn	Mills Elementary School	Tchr, Pre-K Handicapped	Elementary Education K-6	11/5/2018	11/5/2019
Cruz	Marilyn	Mills Elementary School	Tchr, Pre-K Handicapped	Exceptional Student Education K-12	11/5/2018	11/5/2020
Cruz	Marilyn	Mills Elementary School	Tchr, Pre-K Handicapped	Autism Endorsement Year 1	11/5/2018	11/5/2019
Cruz	Marilyn	Mills Elementary School	Tchr, Pre-K Handicapped	Autism Endorsement Year 2	11/5/2018	11/5/2020
Kennedy	Ryan	Parrish Community High School	Tchr, VE	English 6-12	3/6/2021	2/12/2022
Luther	Latece	Lincoln Memorial Middle School	Tchr, Physical Educ, MS	Exceptional Student Education K-12	8/13/2021	5/31/2022
Gibson	Joseph	Haile Middle School	Tchr, Art, MS	Engineering and Technology Education	8/3/2020	5/31/2021
Bomar	Brittani	Kinnan Elementary School	Tchr, Second Grade	Exceptional Student Education K-12	7/28/2020	5/31/2021
Campos	Brittnee	Palm View K-8 School	Tchr, Fourth Grade	Elementary Education K-6	9/15/2021	5/31/2023
Storey	Peggy	Tillman Elementary School	Tchr, VE/SC	Exceptional Student Education K-12	12/17/2020	11/24/2021
Trefil	Elsa	Williams Elementary School	Tchr, VE	Elementary Education K-6	3/1/2019	10/12/2019
Cobb	Sylvia	Buffalo Creek Middle School	Tchr, Intellctual Disabilities	Elementary Education K-6	9/10/2020	9/10/2021
Wines	Marcia	Southeast High School	Tchr, Language Arts, HS	English 6-12	1/10/2019	12/12/2019
Rivers	Santiego	Lincoln Memorial Middle School	Tchr, Dropout Prevention, MS	Exceptional Student Education K-12	8/27/2018	5/31/2019
Greene	Nailah	Bayshore Elementary School	Tchr, First Grade	Elementary Education K-6	8/10/2018	5/31/2019
King	Christopher	Haile Middle School	Tchr, Autism Spectrum Disorder	Elementary Education K-6	2/28/2019	10/3/2019
Yueng-Nieves	Kathryn	Freedom Elementary School	Tchr, Pre-K Handicapped	Elementary Education K-6	3/1/2019	10/5/2019
Silva	John	Bayshore High School	Tchr, Science, HS	Middle Grades General Science 5-9	8/31/2018	5/31/2019
Pellicone	Jessica	Samoset Elementary School	Tchr, Art, ES	Art K-12	10/28/2020	10/20/2021
Pellicone	Jessica	Samoset Elementary School	Tchr, Art, ES	Engineering and Technology Education	10/17/2018	3/20/2019
Walton	Ronald	Blackburn Elementary School	Tchr, Second Grade	Elementary Education K-6	2/22/2022	5/31/2022
John	Melissa	Williams Elementary School	Tchr, Second Grade	Exceptional Student Education K-12	9/15/2021	5/31/2022
Miller	Angela	Tillman Elementary School	Tchr, VE	Autism Endorsement Year 1	10/8/2020	10/5/2021
Miller	Angela	Tillman Elementary School	Tchr, VE	Autism Endorsement Year 2	10/8/2020	10/5/2022
Wilson	Lynndsey	Sugg Middle School	Tchr, VE	Middle Grades English 5-9	10/17/2018	10/3/2021
Wilson	Lynndsey	Sugg Middle School	Tchr, VE	Middle Grades Mathematics 5-9	10/17/2018	10/23/2020

Wilson	Lynndsey	Sugg Middle School	Tchr, VE	Middle Grades General Science 5-9	10/17/2018	10/3/2022
Wilson	Lynndsey	Sugg Middle School	Tchr, VE	Middle Grades Social Science 5-9	10/17/2018	10/3/2020
Garrity	Patrick	King Middle School	Tchr, Dropout Prevention, MS	Business Education 6-12	2/28/2019	10/15/2019
Butcher	John	Sugg Middle School	Tchr, ESOL Resource	Middle Grades English 5-9	10/26/2020	10/8/2021
Mercado	Giovanna	Daughtrey Elementary School	Tchr, Kindergarten	PreKindergarten/Primary Education PK-3	10/23/2019	7/13/2018
Tate	Kiara	Southeast High School	Tchr, Other Classroom	English 6-12	8/10/2018	5/31/2019
Turi	Amanda	Palm View K-8 School	Tchr, VE	Elementary Education K-6	10/17/2018	10/3/2019
Devlin	Brittany	Jain Middle School	Tchr, Science, MS	Gifted Endorsement Class 1	8/20/2018	8/1/2019
Devlin	Brittany	Jain Middle School	Tchr, Science, MS	Gifted Endorsement Class 2	8/20/2018	5/30/2020
Devlin	Brittany	Jain Middle School	Tchr, Science, MS	Gifted Endorsement Class 3	8/20/2018	5/30/2021
Storm	Megan	Lakewood Ranch High School	Tchr, Intellctual Disabilities	Elementary Education K-6	3/6/2021	2/12/2022
Keiper	Keala	Samoset Elementary School	Tchr, Kindergarten	Elementary Education K-6	8/21/2021	5/31/2022
Keiper	Keala	Samoset Elementary School	Tchr, Kindergarten	Exceptional Student Education K-12	8/21/2021	5/31/2022
Galiardo	Stacey	Palmetto Elementary School	Tchr, Combination, ES Grds	Exceptional Student Education K-12	7/31/2020	5/31/2021
Altine	Johny	AMIKids Ctr for Personal Grwth	Tchr, Business Technology Educ	Elementary Education K-6	1/23/2019	10/11/2019
Mullins	Robert	Palm View K-8 School	Tchr, Technology	Engineering and Technology Education	8/4/2020	5/31/2021
Thill	Katherine	Freedom Elementary School	Tchr, Fourth Grade	Elementary Education K-6	2/28/2019	3/2/2019
Crowe	Maribel	Horizons Academy	Tchr, Emotion/Behavr Disabil	Exceptional Student Education K-12	9/26/2020	5/31/2021
Deppen	Julie	Willis Elementary School	Tchr, Third Grade	Middle Grades English 5-9	10/4/2018	5/31/2019
Sutton	Sierra	Palmetto Elementary School	Tchr, Fourth Grade	Exceptional Student Education K-12	8/10/2020	5/31/2021
Frech	Aaron	Sugg Middle School	Tchr, Social Studies, MS	Elementary Education K-6	8/14/2018	6/30/2018
Guerrero	Eduardo	Sugg Middle School	Tchr, Mathematics, MS	Middle Grades Mathematics 5-9	1/5/2021	12/10/2021
Bachman	Annemarie	Myakka Elementary School	Tchr, Art, ES	Exceptional Student Education K-12	2/17/2022	1/31/2023
Shreve	Heather	Rogers Garden-Bullock ES	Tchr, Physical Educ, ES	Elementary Education K-6	10/6/2021	9/13/2022
Bennett	Robert	Bayshore High School	Tchr, VE	Elementary Education K-6	8/9/2019	5/31/2021
Bennett	Robert	Bayshore High School	Tchr, VE	Autism Endorsement Year 1	8/9/2019	5/31/2021
Bennett	Robert	Bayshore High School	Tchr, VE	Autism Endorsement Year 2	8/9/2019	5/31/2022
Russell	Jennifer	Johnson K-8 Sch of Int Studies	Tchr, Gifted	Gifted Endorsement Class 1	10/7/2020	10/5/2021
Russell	Jennifer	Johnson K-8 Sch of Int Studies	Tchr, Gifted	Gifted Endorsement Class 2	10/7/2020	10/5/2022
Russell	Jennifer	Johnson K-8 Sch of Int Studies	Tchr, Gifted	Gifted Endorsement Class 3	10/7/2020	10/5/2023
Bencie	Teresa	Southeast High School	Tchr, World Language, HS	World Language – French K-12	8/13/2018	5/31/2020
Bencie	Teresa	Southeast High School	Tchr, World Language, HS	World Language – Spanish K-12	8/13/2018	5/31/2019
Munive	Daniel	Bayshore Elementary School	Tchr, Third Grade	Exceptional Student Education K-12	11/12/2019	5/31/2021
Baity	Reggie	Johnson K-8 Sch of Int Studies	Tchr, Emotion/Behavr Disabil	Elementary Education K-6	9/22/2021	5/31/2022
Baity	Reggie	Johnson K-8 Sch of Int Studies	Tchr, Emotion/Behavr Disabil	Exceptional Student Education K-12	9/24/2019	2/23/2021
Culton	Christopher	Parrish Community High School	Tchr, VE	Biology 6-12	2/28/2019	3/4/2021
Culton	Christopher	Parrish Community High School	Tchr, VE	English 6-12	2/28/2019	3/4/2020
Culton	Christopher	Parrish Community High School	Tchr, VE	Mathematics 6-12	2/28/2019	3/4/2022
Leonard	Angela	Buffalo Creek Middle School	Tchr, Gifted	Gifted Endorsement Class 1	10/17/2018	5/31/2019
Leonard	Angela	Buffalo Creek Middle School	Tchr, Gifted	Gifted Endorsement Class 2	10/17/2018	5/31/2020
Leonard	Angela	Buffalo Creek Middle School	Tchr, Gifted	Gifted Endorsement Class 3	10/17/2018	5/31/2021
Egyed	Peter	Manatee High School	Tchr, Emotion/Behavr Disabil	Art K-12	10/31/2019	5/31/2021
Freeman	Brea	Lee Middle School	Tchr, Autism Spectrum Disorder	PreKindergarten/Primary Education PK-3	1/13/2022	1/4/2023
Highley	Tamara	Access to Education	Tchr, Exceptional Student Educ	Elementary Education K-6	1/30/2020	2/7/2021
Dehetre	Kimberly	Braden River High School	Tchr, Science, HS	Earth-Space Science 6-12	2/28/2019	2/1/2020
Koehlinger	Melissa	Lakewood Ranch High School	Tchr, Intellctual Disabilities	Elementary Education K-6	10/17/2018	10/3/2020
Westendorf	Michelle	Miller Elementary School	Tchr, First Grade	Exceptional Student Education K-12	2/6/2021	1/11/2022
Woughter	Cari	Manatee Elementary School	Tchr, Fifth Grade	PreKindergarten Disabilities Endorsement	10/19/2018	10/19/2019
Goodyear	Calaina	Sugg Middle School	Tchr, Social Studies, MS	Exceptional Student Education K-12	3/5/2020	5/31/2020
Royer	Madison	Palmetto High School	Tchr, Science, HS	Biology 6-12	8/18/2022	5/31/2023
Aguado	Sarah	Moody Elementary School	Tchr, VE/SC	Elementary Education K-6	8/28/2020	5/31/2021
Alberry	Erika	Rogers Garden-Bullock ES	Tchr, VE/SC	Elementary Education K-6	1/23/2019	11/9/2019
Davies	Jenna	Parrish Community High School	Tchr, Other Classroom	Biology 6-12	8/10/2018	5/31/2019
Balsai	Gina	Samoset Elementary School	Tchr, First Grade	PreKindergarten Disabilities Endorsement	8/1/2019	5/30/2020
Webb	Ellen	AMIKids Ctr for Personal Grwth	Tchr, Mathematics, MS	Middle Grades Mathematics 5-9	1/23/2019	10/11/2019
Martinez	Stephanie	Willis Elementary School	Tchr, VE/SC	Exceptional Student Education K-12	8/7/2020	5/31/2021
Sharbono	Christian	Johnson K-8 Sch of Int Studies	Tchr, Emotion/Behavr Disabil	Elementary Education K-6	9/1/2021	5/31/2022
Sharbono	Christian	Johnson K-8 Sch of Int Studies	Tchr, Emotion/Behavr Disabil	Physical Education K-12	10/16/2019	10/16/2020
Benjoud	Omar	Southeast High School	Tchr, VE	Exceptional Student Education K-12	10/9/2019	5/31/2022
Marchese	Llsa	Buffalo Creek Middle School	Tchr, VE	Exceptional Student Education K-12	8/17/2022	5/31/2023
Dorman	Brianne	Sea Breeze Elementary School	Tchr, First Grade	Exceptional Student Education K-12	9/15/2021	9/15/2022
Vasquez	Andrea	Braden River High School	Tchr, World Language, HS	Elementary Education K-6	6/9/2020	5/31/2021
Hincapie-Lopez	Diana	Abel Elementary School	Tchr, Pre-K Integrated	PreKindergarten/Primary Education PK-3	8/6/2019	5/31/2021
Gardner	Kelly	Lakewood Ranch High School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	7/23/2020	5/31/2021
Gardner	Kelly	Lakewood Ranch High School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	7/23/2020	5/31/2022
Rogers	Kharma	Access to Education	Tchr, Exceptional Student Educ	Elementary Education K-6	8/9/2019	5/31/2022
Tretolo	Stephanie	Bashaw Elementary School	Tchr, Fourth Grade	Art K-12	8/20/2020	11/15/2021
Tretolo	Stephanie	Bashaw Elementary School	Tchr, Fourth Grade	Music K-12	8/20/2020	11/15/2021
Schonberger	Gina	Harvey Elementary School	Tchr, Autism Spectrum Disorder	Elementary Education K-6	9/24/2021	5/31/2022
Patalano	Hailey	Parrish Community High School	Tchr, Art, HS	Drama 6-12	7/1/2019	5/31/2021
Rodgers	Susan	Sugg Middle School	Tchr, Reading, MS	Middle Grades English 5-9	5/12/2020	6/10/2020
Rodgers	Susan	Sugg Middle School	Tchr, Reading, MS	Middle Grades Mathematics 5-9	6/9/2020	5/31/2021

Rodgers	Susan	Sugg Middle School	Tchr, Reading, MS	Middle Grades General Science 5-9	6/9/2020	5/31/2022
Rodgers	Susan	Sugg Middle School	Tchr, Reading, MS	Middle Grades Social Science 5-9	6/9/2020	5/31/2023
Cendan	Alexander	Blackburn Elementary School	Tchr, Intellctual Disabilities	Exceptional Student Education K-12	10/7/2021	9/24/2022
Mezzina	Sabrina	King Middle School	Tchr, Intellctual Disabilities	Elementary Education K-6	10/10/2019	10/1/2021
Ramirez	Maria	Palma Sola Elementary School	Tchr, VE/SC	Elementary Education K-6	7/15/2019	5/31/2021
Nicot	Gloria	Nolan Middle School	Tchr, Intellctual Disabilities	Elementary Education K-6	8/27/2020	5/31/2021
Nicot	Gloria	Nolan Middle School	Tchr, Intellctual Disabilities	Autism Endorsement Year 1	8/27/2020	5/31/2021
Nicot	Gloria	Nolan Middle School	Tchr, Intellctual Disabilities	Autism Endorsement Year 2	8/27/2020	5/31/2022
Steinberg	Brittney	Bayshore Elementary School	Tchr, Kindergarten	Autism Endorsement Year 1	8/30/2019	5/1/2020
Steinberg	Brittney	Bayshore Elementary School	Tchr, Kindergarten	Autism Endorsement Year 2	8/30/2019	5/1/2021
Huffman	Julia	Daughtrey Elementary School	Tchr, Third Grade	Elementary Education K-6	9/27/2021	5/31/2020
Bishop	Meghan	Southeast High School	Tchr, Science, HS	Middle Grades General Science 5-9	1/8/2020	10/7/2020
Day	Christina	Braden River Middle School	Tchr, Emotion/Behavr Disabil	Middle Grades Mathematics 5-9	10/16/2019	10/16/2021
Day	Christina	Braden River Middle School	Tchr, Emotion/Behavr Disabil	Middle Grades General Science 5-9	10/16/2019	10/16/2022
Jones	Cary	Parrish Community High School	Tchr, Technology	Exceptional Student Education K-12	10/7/2021	10/4/2022
Henry	Louis	Lakewood Ranch High School	Tchr, World Language, HS	Middle Grades Mathematics 5-9	8/3/2020	1/3/2021
Smith	Samantha	Horizons Academy	Tchr, Reading, HS	Exceptional Student Education K-12	9/13/2020	5/31/2021
Buchek	Tiffany	Braden River Elementary School	Tchr, Autism Spectrum Disorder	Elementary Education K-6	3/11/2020	2/28/2023
Buchek	Tiffany	Braden River Elementary School	Tchr, Autism Spectrum Disorder	Exceptional Student Education K-12	3/11/2020	2/28/2024
Buchek	Tiffany	Braden River Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	3/11/2020	2/28/2021
Buchek	Tiffany	Braden River Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	3/11/2020	2/28/2022
Mauk	Kyle	Tillman Elementary School	Tchr, Physical Educ, ES	Elementary Education K-6	12/2/2019	12/2/2020
Mauk	Kyle	Tillman Elementary School	Tchr, Physical Educ, ES	Exceptional Student Education K-12	12/2/2019	12/2/2021
Hodge	Toni Ann	Willis Elementary School	Tchr, Fourth Grade	Autism Endorsement Year 1	1/13/2022	12/13/2022
Hodge	Toni Ann	Willis Elementary School	Tchr, Fourth Grade	Autism Endorsement Year 2	1/13/2022	12/13/2023
Hammer	Lisa	Bayshore Elementary School	Tchr, First Grade	Educational Media Specialist PK-12	9/24/2021	1/10/2022
Hammer	Lisa	Bayshore Elementary School	Tchr, First Grade	Elementary Education K-6	1/10/2021	1/10/2022
Carpenter	Ashley	Harvey Elementary School	Tchr, Kindergarten	PreKindergarten/Primary Education PK-3	8/3/2020	5/31/2021
Collins	Alison	Sea Breeze Elementary School	Tchr, Pre-K Handicapped	PreKindergarten/Primary Education PK-3	8/16/2022	5/31/2023
Collins	Alison	Sea Breeze Elementary School	Tchr, Pre-K Handicapped	Exceptional Student Education K-12	8/16/2022	5/31/2023
Darland	Deborah	Southeast High School	Tchr, VE	Elementary Education K-6	2/15/2022	5/31/2022
Swinkels	Katherine	Southeast High School	Tchr, Science, HS	Middle Grades General Science 5-9	9/13/2020	5/31/2021
Suchy	Michael	Manatee High School	Tchr, Physical Educ, HS	Physical Education K-12	10/27/2021	1/1/9202
Matyasi	Matthew	Johnson K-8 Sch of Int Studies	Tchr, Science, MS	Middle Grades General Science 5-9	8/27/2020	10/2/2021
Corbran	Caitlyn	Parrish Community High School	Tchr, Agriculture/Nat Resrcs	Middle Grades General Science 5-9	3/10/2021	5/31/2021
Campbell	Emily	Gullett Elementary School	Tchr, Second Grade	Elementary Education K-6	10/22/2020	9/22/2021
DiSante	Sommer	Sugg Middle School	Tchr, Mathematics, MS	Middle Grades Mathematics 5-9	10/26/2020	10/8/2021
Emerick	Hannah	Sugg Middle School	Tchr, Language Arts, MS	English 6-12	2/3/2021	1/12/2022
Bracciano	Kathryn	Manatee High School	Tchr, Science, HS	Middle Grades General Science 5-9	7/20/2020	5/31/2021
Reeves	Patricia	Braden River Middle School	Tchr, Social Studies, MS	Middle Grades Mathematics 5-9	8/18/2020	5/31/2021
Keats	Michelle	Freedom Elementary School	Tchr, Second Grade	Exceptional Student Education K-12	7/19/2020	5/31/2021
Zachary	Cassidy	Freedom Elementary School	Tchr, VE	Exceptional Student Education K-12	9/13/2020	5/31/2020
Ngo	Jacqueline	Johnson K-8 Sch of Int Studies	Tchr, First Grade	World Language – Spanish K-12	7/30/2020	5/31/2021
Shelby	Hannah	Harvey Elementary School	Tchr, First Grade	Music K-12	1/21/2022	1/10/2023
Nolin	Suzanne	Lakewood Ranch High School	Tchr, Intellctual Disabilities	Elementary Education K-6	12/13/2021	12/13/2022
Nolin	Suzanne	Lakewood Ranch High School	Tchr, Intellctual Disabilities	Exceptional Student Education K-12	12/13/2021	12/13/2023
Galati	Natasha	King Middle School	Tchr, Autism Spectrum Disorder	Exceptional Student Education K-12	8/3/2020	5/31/2021
Muntz	Steve	Southeast High School	Tchr, Mathematics, HS	Mathematics 6-12	9/14/2020	5/31/2021
Wilkes	Bernard	Lakewood Ranch High School	Tchr, Social Studies, HS	Social Science 6-12	10/27/2021	10/21/2022
Bohman	Megan	Nolan Middle School	Tchr, Autism Spectrum Disorder	Middle Grades English 5-9	9/17/2020	5/31/2021
Klaput	Joseph	Haile Middle School	Tchr, Mathematics, MS	Middle Grades Mathematics 5-9	9/17/2020	5/31/2021
Russell	Jessica	Jain Middle School	Tchr, Mathematics, MS	Middle Grades Mathematics 5-9	11/4/2020	10/30/2021
Webb	James	Palmetto High School	Tchr, Social Studies, HS	Social Science 6-12	9/12/2021	5/31/2022
Dowling	Jennifer	Braden River Middle School	Tchr, Mathematics, MS	Elementary Education K-6	8/17/2021	5/31/2022
Pavlovic	Natalie	Haile Middle School	Tchr, Autism Spectrum Disorder	Exceptional Student Education K-12	8/26/2021	5/31/2022
Pavlovic	Natalie	Haile Middle School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	8/26/2021	5/31/2022
Pavlovic	Natalie	Haile Middle School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	8/26/2021	5/31/2023
Green	Phillip	Prine Elementary School	Tchr, Third Grade	Elementary Education K-6	10/7/2021	6/30/2024
Simpson	Miquela	Abel Elementary School	Tchr, Autism Spectrum Disorder	Exceptional Student Education K-12	8/20/2021	5/31/2022
Simpson	Miquela	Abel Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	8/20/2021	5/31/2023
Simpson	Miquela	Abel Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	8/20/2021	5/31/2024
Murphy	Jack	Buffalo Creek Middle School	Tchr, Social Studies, MS	Social Science 6-12	10/27/2021	10/7/2022
Weingold	Kevin	Buffalo Creek Middle School	Tchr, VE/SC	Exceptional Student Education K-12	10/8/2021	10/7/2022
Geldmaker	Stephanie	Freedom Elementary School	Tchr, Autism Spectrum Disorder	Elementary Education K-6	8/18/2021	5/31/2022
Geldmaker	Stephanie	Freedom Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	8/18/2021	5/31/2022
Geldmaker	Stephanie	Freedom Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	8/18/2021	5/31/2023
Wright	Kimberly	Horizons Academy	Tchr, Resource	Mathematics 6-12	9/10/2021	5/31/2022
Brod	Leah	Oneco Elementary School	Tchr, Autism Spectrum Disorder	Elementary Education K-6	9/1/2021	5/31/2022
Brod	Leah	Oneco Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	9/1/2021	5/31/2022
Brod	Leah	Oneco Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	9/1/2021	5/31/2023
Boardman	Kerri	Braden River Elementary School	Tchr, VE/SC	Elementary Education K-6	9/27/2021	9/27/2021
Garner	Alex	Palmetto High School	Tchr, Technology	Mathematics 6-12	1/21/2022	1/10/2023

Garner	Alex	Palmetto High School	Tchr, Technology	Business Education 6-12	1/21/2022	1/10/2023
Wright	Rebecca	Buffalo Creek Middle School	Tchr, Physical Educ, MS	Physical Education K-12	10/14/2021	9/30/2022
Morris	Barbara	Horizons Academy	Tchr, Social Studies, HS	Exceptional Student Education K-12	9/3/2021	6/30/2022
Collier	Robert	Lakewood Ranch High School	Tchr, Technology	Engineering and Technology Education	8/18/2022	5/31/2023
Baucom	Ellen	Harvey Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	9/12/2021	5/31/2022
Baucom	Ellen	Harvey Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	9/12/2021	5/31/2023
Coleman	Brittney	Tara Elementary School	Tchr, Second Grade	Exceptional Student Education K-12	6/30/2022	2/7/2023
McGarry	Hunter	Tillman Elementary School	Tchr, Autism Spectrum Disorder	Elementary Education K-6	9/8/2021	5/31/2022
McGarry	Hunter	Tillman Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 1	9/8/2021	5/31/2022
McGarry	Hunter	Tillman Elementary School	Tchr, Autism Spectrum Disorder	Autism Endorsement Year 2	9/8/2021	5/31/2023
Hebert	Kristy	Parrish Community High School	Tchr, Emotion/Behavr Disabil	Exceptional Student Education K-12	2/3/2022	5/31/2022
Dickens	Heather	Bashaw Elementary School	Tchr, Fifth Grade	PreKindergarten/Primary Education PK-3	6/16/2022	9/30/2022
Boyd	Stephanie	Jain Middle School	Tchr, Social Studies, MS	Middle Grades English 5-9	10/21/2021	10/5/2022
Diss	Amy	Braden River Middle School	Tchr, Family & Cnsumr Sciences	Middle Grades Mathematics 5-9	11/19/2021	11/29/2022
Shillinglaw	Beth	Williams Elementary School	Tchr, Autism Spectrum Disorder	Elementary Education K-6	11/16/2021	11/1/2022
Vanderford	Michael	Lakewood Ranch High School	Tchr, Language Arts, HS	English 6-12	10/21/2021	10/8/2021
Krell	Samantha	Lakewood Ranch High School	Tchr, Language Arts, HS	Social Science 6-12	10/27/2021	10/21/2022
Snowden	Rachel	Manatee Elementary School	Tchr, First Grade	Elementary Education K-6	11/3/2021	11/15/2022
Pointer	Michelle	Manatee Elementary School	Tchr, Third Grade	Elementary Education K-6	1/21/2022	1/4/2022
Ansbro	Emily	Palmetto High School	Tchr, Language Arts, HS	English 6-12	2/18/2022	2/7/2023
Dejneka	Ulyana	Braden River High School	Tchr, Art, HS	Art K-12	8/12/2022	5/31/2023
Ehresmann-Dryer	Gail	Stewart Elementary School	Tchr, Emotion/Behavr Disabil	Elementary Education K-6	8/19/2022	5/31/2023
CARDER	ARIADNE	Rogers Garden-Bullock ES	Tchr, Kindergarten	World Language – Spanish K-12	8/8/2022	5/31/2023
Bartlett	Keary	Witt Elementary School	Tchr, VE/SC	Exceptional Student Education K-12	8/11/2022	5/31/2023
Kozuch	Samantha	Palmetto High School	Tchr, Physical Educ, HS	Health K-12	8/16/2022	5/31/2023
Reynolds	Jennifer	Manatee High School	Tchr, Science, HS	Gifted Endorsement Class 1	12/12/2019	5/31/2020
Reynolds	Jennifer	Manatee High School	Tchr, Science, HS	Gifted Endorsement Class 2	12/12/2019	5/31/2021
Reynolds	Jennifer	Manatee High School	Tchr, Science, HS	Gifted Endorsement Class 3	12/12/2019	5/31/2022
Caravan	Roxane	Lakewood Ranch High School	Tchr, Drama, HS	Art K-12	2/28/2019	3/4/2020
Childers	Kelly	Bayshore High School	Tchr, VE	Art K-12	1/21/2021	1/21/2022
Childers	Kelly	Bayshore High School	Tchr, VE	Elementary Education K-6	1/21/2021	1/21/2022
Dillahay	Olivia	Tara Elementary School	Tchr, VE/SC	Exceptional Student Education K-12	2/28/2019	3/1/2020
Timmons	Brett	Southeast High School	Tchr, Other Classroom	English 6-12	6/23/2018	9/18/2020
Timmons	Brett	Southeast High School	Tchr, Other Classroom	Middle Grades General Science 5-9	6/23/2018	9/18/2018
Timmons	Brett	Southeast High School	Tchr, Other Classroom	Social Science 6-12	6/23/2018	9/18/2019
Maddox	Annette	Rogers Garden-Bullock ES	Tchr, Intellctual Disabilities	Elementary Education K-6	2/28/2019	2/6/2006
Phillips	Dianne	Williams Elementary School	Tchr, Pre-K Handicapped	Elementary Education K-6	10/26/2021	8/1/2022
Motlow-Newhall	Melanie	Kinnan Elementary School	Tchr, Intellctual Disabilities	Elementary Education K-6	10/26/2020	10/8/2021
Routhier	Charles	Bayshore High School	Tchr, Business Technology	Business Education 6-12	1/21/2021	5/31/2021

OOF ESOL 9.13.2022 BM						
Last Name	First Name	Department	Current Jobcode Title	Descr	Eff Date	Due Date
Van Horn	Brenda	Palm View K-8 School	Tchr, Third Grade	ESOL End. Class 1	8/19/2022	8/1/2024
Blackburn	Lauren	Prine Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/19/2022	8/1/2024
Lenard	Rachel	Parrish Community High School	Tchr, Language Arts, HS	ESOL End. Class 1	8/18/2022	8/1/2021
Bertelson	Krista	Bashaw Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/11/2022	8/1/2024
Bellew	Vanessa	Gullett Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/11/2022	8/1/2024
Cobb	Lucieann	Sugg Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	8/8/2022	8/1/2024
Dolan	Savanah	Williams Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/8/2022	8/1/2024
Deligiannis	Maria	Manatee Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/1/2022	8/1/2024
Earl	Lauren	Blackburn Elementary School	Tchr, Third Grade	ESOL End. Class 1	3/3/2022	8/1/2020
Howard	Kelly	Palmetto Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	2/22/2022	8/1/2024
Li	Stephanie	Sea Breeze Elementary School	Tchr, Second Grade	ESOL End. Class 1	1/27/2022	1/24/2024
Guzman Colon	Wenik	Lee Middle School	Tchr, World Language, MS	ESOL End. Class 1	1/25/2022	8/1/2022
Steiner-Woods	Michelle	Ballard Elementary School	Tchr, Second Grade	ESOL End. Class 1	1/21/2022	1/24/2024
Smith	Gracyn	Moody Elementary School	Tchr, Third Grade	ESOL End. Class 1	1/21/2022	8/1/2024
Walters	Molli	Myakka Elementary School	Tchr, Kindergarten	ESOL End. Class 1	1/19/2022	1/9/2024
Brown	Robin	Bayshore Elementary School	Tchr, Third Grade	ESOL End. Class 1	1/13/2022	1/23/2024
Wyatt	Sarah	Johnson K-8 Sch of Int Studies	Tchr, Third Grade	ESOL End. Class 1	1/13/2022	1/9/2024
Bernal	Laura	Manatee Elementary School	Tchr, ESOL Resource	ESOL End. Class 1	1/13/2022	8/1/2023
Tinl	Maleah	Palm View K-8 School	Tchr, Language Arts, MS	ESOL End. Class 1	1/13/2022	1/10/2024
George	Jenna	Palm View K-8 School	Tchr, Second Grade	ESOL End. Class 1	1/10/2022	8/1/2023
Townsend	Emily	Rogers Garden-Bullock ES	Tchr, Autism Spectrum Disorder	ESOL End. Class 4	1/9/2022	2/20/2020
Holgado Castro	Sandra	Johnson K-8 Sch of Int Studies	Tchr, ESOL Resource	ESOL End. Class 4	1/4/2022	1/4/2022
Sartori Amsberry	Phoebe	Sea Breeze Elementary School	Tchr, Music, ES	ESOL End. Class 4	12/15/2021	8/1/2021
Clark	Megan	Witt Elementary School	Tchr, Kindergarten	ESOL End. Class 1	12/15/2021	8/5/2019
Graham	Trisha	Ballard Elementary School	Tchr, First Grade	ESOL End. Class 4	12/8/2021	5/31/2020
Thornton	Joshua	Bashaw Elementary School	Tchr, Physical Educ, ES	ESOL End. Class 4	12/8/2021	10/27/2020
Adams	Mariah	Bayshore Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	12/6/2021	8/1/2023
Kilguss	Sarah	Freedom Elementary School	Tchr, Second Grade	ESOL End. Class 1	12/2/2021	8/1/2023
Myers	William	Tillman Elementary School	Tchr, VE/SC	ESOL End. Class 5	11/27/2021	8/19/2017
Williams	Jaime	Harvey Elementary School	Tchr, Second Grade	ESOL End. Class 1	11/17/2021	8/1/2023
Peace	Elizabeth	Sea Breeze Elementary School	Tchr, VE	ESOL End. Class 1	11/9/2021	8/1/2023
Kammou	Hadda	Moody Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	11/3/2021	8/1/2023
Moreno-Hernandez	Diana	Oneco Elementary School	Tchr, Pre-K Handicapped	ESOL End. Class 1	10/27/2021	8/1/2023
Flesche	Kathryn	McNeal Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	10/21/2021	8/1/2023
Light	Michelle	Witt Elementary School	Tchr, Kindergarten	ESOL End. Class 1	10/19/2021	8/1/2023
Olsen	Kaitlynn	Gullett Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	10/18/2021	8/1/2023
Chanelo Rodriguez	Edith	Blackburn Elementary School	Tchr, Kindergarten	ESOL End. Class 1	10/15/2021	8/1/2023
Arsalai	Sadaf	Jain Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	10/15/2021	8/1/2023
Brand	Patricia	Lakewood Ranch Prep Acad K-12	Tchr, Second Grade	ESOL End. Class 1	10/13/2021	8/1/2023
Collado	Evelyn	Daughtrey Elementary School	Tchr, First Grade	ESOL End. Class 1	10/7/2021	10/4/2023
Nonova	Albena	Lee Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	10/7/2021	10/4/2023
Walter	Tess	Samoset Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	10/6/2021	10/4/2023
Watkins	Jacqueline	Manatee High School	Tchr, VE	ESOL End. Class 1	10/1/2021	8/1/2022
Weems	Kristen	Myakka Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/28/2021	8/1/2022
Melby	Caroline	Myakka Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	9/28/2021	8/1/2023
Griffon	Joy	Oneco Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	9/27/2021	8/1/2022
Akers	Jennifer	Parrish Community High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/21/2021	8/1/2023
Kozlowski	Eric	Sea Breeze Elementary School	Tchr, Resource	ESOL End. Class 1	9/20/2021	8/1/2023
Darnell	Amanda	Abel Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/12/2021	8/1/2023
Messer	Kathleen	Braden River Elementary School	Tchr, Second Grade	ESOL End. Class 1	9/12/2021	8/1/2023
Williams	Jarrett	Gullett Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	9/12/2021	8/1/2023
Sofos	Melissa	Lakewood Ranch Prep Acad K-12	Tchr, First Grade	ESOL End. Class 1	9/12/2021	8/1/2023
Scirrotto	Ronda	Moody Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	9/12/2021	8/1/2023
Van Dyke	Carolyn	Oneco Elementary School	Tchr, Resource	ESOL End. Class 1	9/12/2021	8/1/2023
Jordan	Andrea	Prine Elementary School	Tchr, Kindergarten	ESOL End. Class 1	9/12/2021	8/1/2023
Warren	David	Sea Breeze Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	9/12/2021	8/1/2023
Botros	Carrie	Willis Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	9/12/2021	8/1/2023
Tollers	Stephanie	Johnson K-8 Sch of Int Studies	Tchr, First Grade	ESOL End. Class 1	9/11/2021	8/1/2023
Martinetti	Megan	Johnson K-8 Sch of Int Studies	Tchr, Second Grade	ESOL End. Class 1	9/11/2021	8/1/2023
Radaszewski	Anthony	Williams Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/11/2021	8/1/2023
Byrne	Adrianna	Moody Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/10/2021	8/1/2023
Hyde	Katherine	Parrish Community High School	Tchr, Physical Educ, HS	ESOL End. Class 3	9/10/2021	8/1/2023

Anioce	Swenson	Southeast High School	Tchr, VE	ESOL End. Class 1	9/9/2021	8/1/2023
Kerchner	Lisa	Tillman Elementary School	Tchr, Kindergarten	ESOL End. Class 1	9/9/2021	8/1/2023
Coberly	Adam	Harvey Elementary School	Tchr Aide, ESE	ESOL End. Class 1	9/8/2021	8/1/2023
Meyer	Mary	Manatee High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/7/2021	8/1/2023
Callahan	Heather	Bayshore High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/3/2021	8/1/2023
Chrisman	LeAnn	Miller Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	9/2/2021	8/1/2023
LaBrake	Makenzie	Johnson K-8 Sch of Int Studies	Tchr, Third Grade	ESOL End. Class 1	9/1/2021	8/1/2023
Gould	Lindsay	Manatee Elementary School	Tchr, Resource	ESOL End. Class 1	9/1/2021	8/1/2023
Romain	Kenicka	Oneco Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/1/2021	8/1/2023
Clark	Shawna	Samoset Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	9/1/2021	8/1/2023
Feliciano	Sarah	Tillman Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/29/2021	8/1/2023
Bono	Noelle	Braden River Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/27/2021	8/1/2023
Cullen	Alexis	Kinnan Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/24/2021	8/1/2023
Farrell	Sarah	Samoset Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/24/2021	8/1/2023
Riffle	Jennifer	Gullett Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/23/2021	8/1/2023
Madigan	Patrick	Johnson K-8 Sch of Int Studies	Tchr, Language Arts, MS	ESOL End. Class 1	8/23/2021	8/1/2023
Montijo	Jennifer	Manatee Elementary School	Tchr, VE	ESOL End. Class 1	8/23/2021	8/1/2023
Mazelin	Caitlin	Prine Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/23/2021	8/1/2023
Milazzo	Lauren	Gullett Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/21/2021	8/1/2023
Mahn	Rene	Lakewood Ranch Prep Acad K-12	Tchr, Fifth Grade	ESOL End. Class 1	8/21/2021	8/1/2023
Kolomiychenko	Vyacheslav	Moody Elementary School	Tchr, Combination, ES Grds	ESOL End. Class 1	8/21/2021	8/1/2023
Sawyer	Teri	Bashaw Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/20/2021	8/1/2023
Hogue	Rebekah	Southeast High School	Tchr, Language Arts, HS	ESOL End. Class 1	8/20/2021	8/1/2023
Hogue	Kenneth	Southeast High School	Tchr, Language Arts, HS	ESOL End. Class 1	8/20/2021	8/1/2023
Baialardo	Sonny	Stewart Elementary School	Tchr, First Grade	ESOL End. Class 1	8/20/2021	8/1/2023
Fidura	Monica	Manatee Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/19/2021	8/1/2023
Nobile	Selina	Bayshore Elementary School	Tchr, First Grade	ESOL End. Class 1	8/18/2021	8/1/2023
Mynatt	Jessica	Lee Middle School	Tchr, Science, MS	ESOL End. Class 1	8/18/2021	8/1/2023
Tobias	Kayla	Abel Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/17/2021	8/1/2023
Tympanick	Katherine	Daughtrey Elementary School	Tchr, First Grade	ESOL End. Class 1	8/16/2021	8/1/2023
Kincaid	Natalie	Daughtrey Elementary School	Tchr, First Grade	ESOL End. Class 1	8/16/2021	8/1/2023
Cole	Emily	McNeal Elementary School	Tchr, First Grade	ESOL End. Class 1	8/16/2021	8/1/2023
Crowley	Alicia	Sea Breeze Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	8/16/2021	8/1/2023
Beck	Karen	Bayshore Elementary School	Tchr, Reading, ES	ESOL End. Class 1	8/12/2021	8/1/2023
Alvarez	Daniel	Johnson K-8 Sch of Int Studies	Tchr, Fifth Grade	ESOL End. Class 1	8/2/2021	8/1/2023
Assha	Paola	Buffalo Creek Middle School	Tchr, Science, MS	ESOL End. Class 1	3/11/2021	8/1/2012
Douglas	Kelli	Palmetto High School	Tchr, Mathematics, HS	ESOL End. Class 1	3/10/2021	8/1/2012
Delgado Vazquez	Mirla	Daughtrey Elementary School	Tchr, ESOL Resource	ESOL End. Class 1	3/9/2021	8/1/2015
Anderson	Hunter	Manatee High School	Tchr, Language Arts, HS	ESOL End. Class 1	3/9/2021	8/1/2012
Barber	Coleman	Sea Breeze Elementary School	Tchr, Third Grade	ESOL End. Class 1	3/9/2021	8/1/2023
Nelson	Stacie	Parrish Community High School	Tchr, Language Arts, HS	ESOL End. Class 1	3/8/2021	8/1/2017
Murphy	Trista	Miller Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	3/5/2021	8/1/2022
Murphy	Matthew	Prine Elementary School	Tchr, Second Grade	ESOL End. Class 1	3/5/2021	8/1/2022
Lund	Ashley	Manatee Elementary School	Tchr, Pre-K Handicapped	ESOL End. Class 1	3/3/2021	8/1/2021
Williams	Bradley	Parrish Community High School	Tchr, Science, HS	ESOL End. Class 1	3/2/2021	8/1/2021
Jaimes	Maria	Samoset Elementary School	Tchr, Third Grade	ESOL End. Class 1	3/1/2021	8/1/2021
Eidson	Kaehla	Braden River Elementary School	Tchr, Kindergarten	ESOL End. Class 1	2/24/2021	8/1/2021
Smith	Christina	Bayshore Elementary School	Tchr, Emotion/Behavr Disabil	ESOL End. Class 1	1/21/2021	8/1/2022
Mendez	Jessica	Braden River High School	Tchr, Intellctual Disabilities	ESOL End. Class 1	1/20/2021	8/1/2021
Walker	Michael	Access to Education	Tchr, Exceptional Student Educ	ESOL End. Class 1	1/19/2021	8/1/2021
Holt	Kaylinka	Lakewood Ranch Prep Acad K-12	Tchr, Fifth Grade	ESOL End. Class 1	12/17/2020	8/1/2022
Daspit	Katie	Samoset Elementary School	Tchr, Other Classroom	ESOL End. Class 1	12/17/2020	8/1/2022
Childress	Ashley	Mills Elementary School	Tchr, Third Grade	ESOL End. Class 1	11/17/2020	8/1/2022
Ramon	Samantha	Daughtrey Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	11/2/2020	11/2/2022
Sasso	Kristina	Prine Elementary School	Tchr, Second Grade	ESOL End. Class 1	10/29/2020	8/1/2022
Anderson	Jessica	Gullett Elementary School	Tchr, First Grade	ESOL End. Class 1	10/27/2020	8/1/2022
Bryant	Andre	Braden River Middle School	Tchr, Mathematics, MS	ESOL End. Class 1	10/23/2020	8/1/2022
Kleer	Jenny	Williams Elementary School	Tchr, Second Grade	ESOL End. Class 1	10/19/2020	8/1/2022
Deans	Sara	Palm View K-8 School	Tchr, Second Grade	ESOL End. Class 1	10/9/2020	8/1/2022
Coberly	Wendy	Bashaw Elementary School	Tchr, Pre-K Integrated	ESOL End. Class 1	10/7/2020	8/1/2022
Fairley	Johni	Bayshore High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/29/2020	8/1/2022
Angstadt	Sandy	Miller Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/25/2020	8/1/2022
Tackett	Laura	Williams Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/25/2020	8/1/2022
Gallien	Sabrina	Haile Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	9/14/2020	8/1/2022

Walter	Maddison	Samoset Elementary School	Tchr, Second Grade	ESOL End. Class 1	9/13/2020	8/1/2022
Barz	Katherine	Ballard Elementary School	Tchr, Pre-K Integrated	ESOL End. Class 1	9/4/2020	8/1/2022
Thomas	Tanya	Access to Education	Tchr, Exceptional Student Educ	ESOL End. Class 1	8/30/2020	8/1/2021
Perry	Sarah	Bayshore High School	Tchr, VE	ESOL End. Class 3	8/20/2020	8/1/2023
Vicens	Sarah	Oneco Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/19/2020	8/1/2022
Abend	Tristan	Jain Middle School	Tchr, Reading, MS	ESOL End. Class 1	8/17/2020	8/1/2022
Gomes	Lisa	Kinnan Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/17/2020	8/1/2022
Campbell	Patricia	McNeal Elementary School	Tchr, VE/SC	ESOL End. Class 1	8/13/2020	8/1/2022
Highers	Jamie	Miller Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/7/2020	8/1/2022
Jimenez	Katty	Tillman Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/7/2020	8/1/2022
Wetherington	Joy	Willis Elementary School	Tchr, First Grade	ESOL End. Class 1	8/7/2020	8/1/2022
Collins	Jessica	Buffalo Creek Middle School	Tchr, Social Studies, MS	ESOL End. Class 1	8/6/2020	8/1/2022
Morales-Correa	Meagan	Bayshore High School	Tchr, Language Arts, HS	ESOL End. Class 1	8/3/2020	8/1/2022
Vines	Janet	Palm View K-8 School	Tchr, Fifth Grade	ESOL End. Class 1	8/3/2020	8/1/2022
Collins	Asia	Tillman Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/3/2020	8/1/2022
Richardson	Madison	Buffalo Creek Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	7/31/2020	8/1/2022
Thompson	Monique	Freedom Elementary School	Tchr, First Grade	ESOL End. Class 1	7/31/2020	8/1/2022
Appel	Kaitlynn	Lakewood Ranch Prep Acad K-12	Tchr, Third Grade	ESOL End. Class 1	7/30/2020	8/1/2022
Austin	Taylor	Moody Elementary School	Tchr, Second Grade	ESOL End. Class 1	7/28/2020	8/1/2022
Hainline	Alison	Stewart Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	7/27/2020	8/1/2022
Lavigne	Jamie	Abel Elementary School	Tchr, Third Grade	ESOL End. Class 1	7/22/2020	8/1/2022
Lubbers	Jess	Braden River High School	Tchr, Language Arts, HS	ESOL End. Class 1	7/22/2020	8/1/2022
Page	Anita	Manatee Elementary School	Tchr, Third Grade	ESOL End. Class 1	7/22/2020	8/1/2022
Walker	Kaylee	Rogers Garden-Bullock ES	Tchr, Fourth Grade	ESOL End. Class 1	7/21/2020	8/1/2022
Cron	Jessica	Bashaw Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	7/19/2020	8/1/2022
Lockhart	Megan	Bayshore High School	Tchr, Language Arts, HS	ESOL End. Class 1	7/19/2020	8/1/2022
Kelly	Debra	Oneco Elementary School	Tchr, Second Grade	ESOL End. Class 1	7/19/2020	8/1/2022
De Jesus	Ninotchka	Bayshore High School	Tchr, ESOL Resource	ESOL End. Class 1	6/29/2020	8/1/2019
Steiner	Kati	Oneco Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/4/2020	8/1/2021
Perez Valdez	Ruth	King Middle School	Tchr, ESOL Resource	ESOL End. Class 1	5/17/2020	8/1/2019
Lima	Fernanda	Prine Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	2/10/2020	8/1/2017
Brooks	Josiah	Witt Elementary School	Tchr, Music, ES	ESOL End. Class 3	2/6/2020	8/1/2021
Zagroba-Kamal	Katrina	Lakewood Ranch Prep Acad K-12	Tchr, Kindergarten	ESOL End. Class 1	2/4/2020	8/1/2021
Adams	Jessica	Lakewood Ranch Prep Acad K-12	Tchr, Fourth Grade	ESOL End. Class 1	2/4/2020	8/1/2019
DePatie	Alison	Parrish Community High School	Tchr, Language Arts, HS	ESOL End. Class 1	1/28/2020	8/1/2021
Heasley	Cherie	Rogers Garden-Bullock ES	Tchr, Fourth Grade	ESOL End. Class 1	1/22/2020	8/1/2021
Addair	Caressa	Palm View K-8 School	Tchr, VE/SC	ESOL End. Class 1	1/15/2020	8/1/2021
Hubbard	Brett	Palma Sola Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	1/15/2020	8/1/2021
Azcui Cucci	Jillian	Jain Middle School	Tchr Aide, ESOL	ESOL End. Class 1	1/13/2020	8/1/2021
Moore	Peggy	Buffalo Creek Middle School	Tchr, Social Studies, MS	ESOL End. Class 1	1/8/2020	8/1/2020
Riccio	Christine	Buffalo Creek Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	11/12/2019	8/1/2021
Autrey	Stacy	Lakewood Ranch Prep Acad K-12	Tchr, Kindergarten	ESOL End. Class 1	10/31/2019	8/1/2021
Bickford	Heidemarie	Haile Middle School	Tchr, Reading, MS	ESOL End. Class 1	10/30/2019	8/1/2021
Winsor	Sara	Harvey Elementary School	Tchr, First Grade	ESOL End. Class 1	10/11/2019	8/1/2021
Gould	Allicia	Braden River High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/19/2019	8/1/2021
Post	Kristy	Sugg Middle School	Tchr, Reading, MS	ESOL End. Class 1	9/9/2019	8/1/2020
Baxter	Maurice	Manatee Elementary School	Tchr, VE/SC	ESOL End. Class 1	9/6/2019	8/1/2012
Pawlik	Lauren	Gullett Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/29/2019	8/1/2021
Gibson	Dana	McNeal Elementary School	Tchr, Gifted	ESOL End. Class 1	8/29/2019	8/1/2018
Schabel	Kaytlynn	Prine Elementary School	Tchr, First Grade	ESOL End. Class 1	8/29/2019	8/1/2021
Mitchell	Raven	Oneco Elementary School	Tchr, First Grade	ESOL End. Class 1	8/23/2019	8/1/2021
Rodgers	Laura	Daughtrey Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/15/2019	8/1/2021
Thomas	Katrina	Sea Breeze Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/15/2019	8/1/2021
Fallgren	Regina	Tara Elementary School	Tchr, Gifted	ESOL End. Class 1	8/13/2019	8/1/2020
Dominguez	Olivia	Oneco Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/12/2019	8/1/2021
Bagley	Katie	Prine Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/12/2019	8/1/2021
Coppola	Alison	Lakewood Ranch Prep Acad K-12	Tchr, Second Grade	ESOL End. Class 1	8/7/2019	8/1/2021
Cardozo	Chelsea	Ballard Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/5/2019	8/1/2021
Hardin	Kerri	Ballard Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/5/2019	8/1/2021
Schroeder	Claire	Daughtrey Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/5/2019	8/1/2021
Cartwright	Elizabeth	Southeast High School	Tchr, Reading, HS	ESOL End. Class 1	8/5/2019	8/1/2021
Vogt	Samantha	Kinnan Elementary School	Tchr, Third Grade	ESOL End. Class 1	7/25/2019	8/1/2021
Boswell	Courtney	Willis Elementary School	Tchr, Third Grade	ESOL End. Class 1	7/24/2019	8/1/2017
Baker	Matthew	Manatee High School	Tchr, Reading, HS	ESOL End. Class 1	7/22/2019	8/1/2021

Alvarado	Olga	Palmetto Elementary School	Tchr, First Grade	ESOL End. Class 1	7/22/2019	8/1/2021
Best	Rebecca	Palmetto High School	Tchr, Language Arts, HS	ESOL End. Class 1	7/22/2019	8/1/2021
Werneke	Teresa	Ballard Elementary School	Tchr, Second Grade	ESOL End. Class 1	7/18/2019	8/1/2021
Lentzke	Rose	Bayshore High School	Tchr, Reading, HS	ESOL End. Class 1	7/18/2019	8/1/2021
Barringer	Jeanne	Miller Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	7/18/2019	8/1/2021
Haacke	Karen	Rogers Garden-Bullock ES	Tchr, First Grade	ESOL End. Class 1	7/17/2019	8/1/2021
Navarra	Samara	Harvey Elementary School	Tchr, Second Grade	ESOL End. Class 1	7/16/2019	8/1/2021
Slattery	Jennifer	Oneco Elementary School	Tchr, Kindergarten	ESOL End. Class 1	7/16/2019	8/1/2021
Wilson	Paige	Bayshore Elementary School	Tchr, Third Grade	ESOL End. Class 1	7/15/2019	8/1/2021
Stollar	Megan	Miller Elementary School	Tchr, First Grade	ESOL End. Class 1	7/12/2019	8/1/2021
Schultes	Ashley	Mills Elementary School	Tchr, Third Grade	ESOL End. Class 1	7/12/2019	8/1/2021
Ferreira	Rebecca	Moody Elementary School	Tchr, Kindergarten	ESOL End. Class 1	7/12/2019	8/1/2020
Ortega	Tabitha	Palmetto Elementary School	Tchr, First Grade	ESOL End. Class 1	7/12/2019	8/1/2021
Davidson	Spirit	Ballard Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	7/11/2019	8/1/2021
Lehman	Tracie	Braden River Elementary School	Tchr, Combination, ES Grds	ESOL End. Class 1	7/10/2019	8/1/2021
Ralston	Tammy	Braden River High School	Tchr, VE	ESOL End. Class 1	7/2/2019	1/20/2006
Bockus	Joseph	Lakewood Ranch Prep Acad K-12	Tchr, Language Arts, HS	ESOL End. Class 1	7/2/2019	8/1/2013
Browning	Brenda	Manatee High School	Tchr, Reading, HS	ESOL End. Class 1	7/2/2019	8/1/2018
Babakarkhil	Sakhi	Samoset Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	7/2/2019	8/1/2021
Kingsley	Dana	Johnson K-8 Sch of Int Studies	Tchr, Kindergarten	ESOL End. Class 1	7/1/2019	8/1/2021
Nez	Rachel	Oneco Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	7/1/2019	8/1/2021
Miller	Cory	Horizons Academy	Tchr, Science, MS	ESOL End. Class 1	6/28/2019	6/1/2015
Carroll	Laura	Horizons Academy	Tchr, Reading, HS	ESOL End. Class 1	6/28/2019	1/1/2017
Kanai	Kazuki	Kinnan Elementary School	Tchr, ESOL Resource	ESOL End. Class 1	6/28/2019	7/1/2010
Krakowski	Michelle	Oneco Elementary School	Tchr, First Grade	ESOL End. Class 1	6/28/2019	8/1/2021
Galletta	Kimberly	Gullett Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/27/2019	4/24/2020
D'Urso	Maureen	Palmetto High School	Tchr, VE	ESOL End. Class 1	6/27/2019	4/19/2011
Seiler	Tracy	Witt Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/27/2019	5/17/2021
Cannon	Angela	Witt Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/27/2019	8/1/2017
Lyons	Kathleen	Johnson K-8 Sch of Int Studies	Tchr, Third Grade	ESOL End. Class 1	6/26/2019	7/1/2012
Gomez Ojeda	Arelys	Prine Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/25/2019	8/1/2021
Lane	Barbara	Freedom Elementary School	Tchr, Pre-K Integrated	ESOL End. Class 1	6/24/2019	8/1/2021
Harshaw	Samantha	Lee Middle School	Tchr, Reading, MS	ESOL End. Class 1	6/24/2019	8/1/2021
Lockhart	Ashley	Myakka Elementary School	Tchr, First Grade	ESOL End. Class 1	6/24/2019	8/1/2021
Ajani-Smith	Leonilla	Access to Education	Tchr, Exceptional Student Educ	ESOL End. Class 1	6/21/2019	8/1/2015
Chabak	Donna	Bashaw Elementary School	Tchr, Intellctual Disabilities	ESOL End. Class 1	6/21/2019	8/1/2018
Ramos Chesnik	Claudia	Bashaw Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/21/2019	8/1/2019
Gleason	Katie	Palm View K-8 School	Tchr, First Grade	ESOL End. Class 1	6/21/2019	12/14/2015
Bixler	Kathleen	Rogers Garden-Bullock ES	Tchr, Second Grade	ESOL End. Class 1	6/21/2019	8/1/2019
Candelora Baker	Nicole	Samoset Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	6/21/2019	7/1/2020
Dawson	Dianne	Samoset Elementary School	Tchr, First Grade	ESOL End. Class 1	6/20/2019	8/1/2021
Rulhe	Heather	Bayshore Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/19/2019	8/1/2018
Kaehr	Taylor	Lakewood Ranch Prep Acad K-12	Tchr, First Grade	ESOL End. Class 1	6/19/2019	8/1/2019
Avila- Mangual	Adrianne	Lee Middle School	Tchr, Resource	ESOL End. Class 1	6/19/2019	8/1/2016
Coston	William	Lincoln Memorial Middle School	Tchr, Intellctual Disabilities	ESOL End. Class 1	6/19/2019	8/1/2019
Morris	Amy	Miller Elementary School	Tchr, VE	ESOL End. Class 1	6/19/2019	10/25/2007
Neri	Anna	Miller Elementary School	Tchr, Combination, ES Grds	ESOL End. Class 1	6/19/2019	8/1/2017
Holmes	Harold	Oneco Elementary School	Tchr, Emotion/Behavr Disabil	ESOL End. Class 1	6/19/2019	8/1/2016
Wagstaff	Michele	Prine Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/19/2019	8/1/2019
Mason	Debra	Tillman Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/19/2019	8/1/2014
Frederick	Donna	Sugg Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	6/18/2019	8/1/2021
Holbrook	Colleen	Miller Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/17/2019	7/1/2013
Boyd	Malinda	Miller Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/17/2019	8/1/2019
McCarron	Aurora	Sea Breeze Elementary School	Tchr, VE/SC	ESOL End. Class 1	6/14/2019	8/1/2020
Russin	Laura	Braden River High School	Tchr, ESOL Resource	ESOL End. Class 1	6/13/2019	8/21/1997
Givens	Phyllis	Manatee Elementary School	Tchr, First Grade	ESOL End. Class 1	6/13/2019	8/1/2019
Garcia	Frances	Blackburn Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/12/2019	8/1/2019
Scott-Atbashian	Larissa	Blackburn Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/12/2019	8/1/2017
Clark	Julie	Blackburn Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/12/2019	8/1/2018
Rambo	Christopher	Gullett Elementary School	Tchr, First Grade	ESOL End. Class 1	6/12/2019	8/1/2014
Wardell	Amy	Gullett Elementary School	Tchr, Physical Educ, ES	ESOL End. Class 1	6/12/2019	12/3/2002
Rueping	Melissa	Gullett Elementary School	Tchr, First Grade	ESOL End. Class 1	6/12/2019	8/1/2016
Devriendt	Erin	Gullett Elementary School	Tchr, First Grade	ESOL End. Class 1	6/12/2019	8/1/2016
Overby	Molly	Gullett Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/12/2019	6/18/1998

Rumbaugh	Meghan	Gullett Elementary School	Tchr, First Grade	ESOL End. Class 1	6/12/2019	8/1/2019
Shea	Julie	Gullett Elementary School	Tchr, VE/SC	ESOL End. Class 1	6/12/2019	8/1/2019
Urban	Tiffany	Ballard Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/11/2019	8/1/2019
Baker	Sarah	Freedom Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/11/2019	8/1/2015
Noll	Adrienne	Freedom Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/11/2019	8/1/2018
Peterson	Lisa	Freedom Elementary School	Tchr, VE/SC	ESOL End. Class 1	6/11/2019	8/1/2020
Kudelko	David	Gullett Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/11/2019	8/1/2016
Hubley	Jennifer	Willis Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	6/11/2019	8/1/2019
Frisbie	Jason	Willis Elementary School	Tchr, Physical Educ, ES	ESOL End. Class 1	6/11/2019	8/1/2018
Collett	Dana	Willis Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	6/11/2019	8/1/2019
Lynch	Sarah	Stewart Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	6/10/2019	4/26/2006
Wright	Kelly	Tara Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/10/2019	8/1/2017
Anderson	Megan	Tara Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/10/2019	8/1/2019
Boone	Jennie	Witt Elementary School	Tchr, First Grade	ESOL End. Class 1	6/10/2019	8/1/2021
Phillips	Kristen	Harvey Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/7/2019	7/1/2010
Waldrop	Stephanie	Mills Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/7/2019	7/1/2015
Sirota	Leigh	Mills Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	6/7/2019	8/1/2018
Smith	Jennifer	Mills Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/7/2019	7/1/2018
Cline	Ka	Myakka Elementary School	Tchr, Music, ES	ESOL End. Class 1	6/7/2019	8/1/2017
Severo	Pamela	Palm View K-8 School	Tchr, Third Grade	ESOL End. Class 1	6/7/2019	8/1/2020
Mueller	Megan	Palmetto Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/7/2019	8/1/2017
Nickerson	Susan	Palmetto Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/7/2019	2/11/2012
Miller	Melanie	Palmetto Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/7/2019	8/1/2019
Keenan	Cara	McNeal Elementary School	Tchr, VE	ESOL End. Class 1	6/5/2019	7/1/2013
Peters	Tina	McNeal Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/5/2019	8/1/2019
Ingham	Gwyneth	McNeal Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/5/2019	7/1/2014
Gulbrandsen	Angela	McNeal Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/5/2019	8/1/2019
Dunlap	Lori	Freedom Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/4/2019	8/1/2018
Camarda	Heather	Kinnan Elementary School	Tchr, First Grade	ESOL End. Class 1	6/4/2019	8/1/2018
Jandula	Sommer	Kinnan Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/4/2019	8/1/2018
Merrill	Kendra	Kinnan Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/4/2019	8/1/2019
Comegno	Iris	Braden River Elementary School	Tchr, Kindergarten	ESOL End. Class 1	6/3/2019	8/1/2018
Cochran	Elizabeth	Braden River Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/3/2019	8/1/2019
Williams	Hannah	Daughtrey Elementary School	Tchr, Second Grade	ESOL End. Class 1	6/3/2019	8/1/2017
Balatoni	Albana	Daughtrey Elementary School	Tchr, First Grade	ESOL End. Class 1	6/3/2019	8/1/2018
Padilla	Marisol	Daughtrey Elementary School	Tchr, Third Grade	ESOL End. Class 1	6/3/2019	8/1/2018
Ventling	Olivia	Daughtrey Elementary School	Tchr, First Grade	ESOL End. Class 1	6/3/2019	8/1/2019
Nunemaker	Jessica	Manatee Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	6/3/2019	8/1/2018
Walker	Angela	Moody Elementary School	Tchr, Second Grade	ESOL End. Class 1	5/24/2019	8/1/2021
Moeller	Renee	Bashaw Elementary School	Tchr, First Grade	ESOL End. Class 1	5/22/2019	8/1/2019
Luck	Michelle	Lee Middle School	Tchr, Science, MS	ESOL End. Class 1	5/22/2019	8/1/2019
Graczyk	Alycia	Prine Elementary School	Tchr, Second Grade	ESOL End. Class 1	5/22/2019	8/1/2019
Hayes	Ellie	Sea Breeze Elementary School	Tchr, Resource	ESOL End. Class 1	5/22/2019	4/20/2009
Mcclone	Jillian	Bashaw Elementary School	Tchr, First Grade	ESOL End. Class 1	5/17/2019	5/8/2016
Anderson	Heather	Jain Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	5/17/2019	6/12/2014
Kelly	Ann	Haile Middle School	Tchr, Reading, MS	ESOL End. Class 1	5/15/2019	8/1/2018
Winston	Lora	Haile Middle School	Tchr, Social Studies, MS	ESOL End. Class 1	5/15/2019	8/4/2017
Lovewell	Chad	Haile Middle School	Tchr, Reading, MS	ESOL End. Class 1	5/15/2019	6/7/2012
Phillips	Erika	Johnson K-8 Sch of Int Studies	Tchr, World Language, MS	ESOL End. Class 1	5/15/2019	5/30/2004
Galvin	Kelly	Lakewood Ranch Prep Acad K-12	Tchr, Language Arts, MS	ESOL End. Class 1	5/15/2019	7/23/2012
Hinton	Renee	Braden River High School	Tchr, Language Arts, HS	ESOL End. Class 1	5/14/2019	6/24/2005
Baker	Pamela	King Middle School	Tchr, Gifted	ESOL End. Class 1	5/14/2019	3/13/2016
Palmiere	Kelly	Braden River Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	5/13/2019	5/2/2003
Bowers	Ann	Braden River Middle School	Tchr, VE	ESOL End. Class 1	5/13/2019	8/1/2012
Fluellen-Reitwiesner	Regina	Jain Middle School	Tchr, VE	ESOL End. Class 1	5/13/2019	12/5/2016
Perkins	Sonja	Johnson K-8 Sch of Int Studies	Tchr, Science, MS	ESOL End. Class 1	5/13/2019	5/23/1998
Hustedt	Linda	Lee Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	5/13/2019	8/1/2019
Dacosta	Maria	Sea Breeze Elementary School	Tchr, Physical Educ, ES	ESOL End. Class 1	5/13/2019	12/6/2000
Mckenzie	Stephanie	Bayshore Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	5/9/2019	8/1/2019
Tillett	Julie	Palmetto High School	Tchr, Agriculture/Nat Resrcs	ESOL End. Class 1	5/9/2019	6/1/2001
Norman-Webb	Michelle	Southeast High School	Tchr, Music, HS	ESOL End. Class 1	5/9/2019	1/19/2011
Melo Espinosa	Saharai	Southeast High School	Tchr, World Language, HS	ESOL End. Class 1	5/9/2019	8/1/2019
Odell	Keltie	Manatee High School	Tchr, Business Technology	ESOL End. Class 1	5/8/2019	8/1/2007
Babroski	Angela	Manatee High School	Tchr, Dance, HS	ESOL End. Class 1	5/8/2019	8/1/2009

Gilbert	William	Manatee High School	Tchr, Language Arts, HS	ESOL End. Class 1	5/8/2019	8/1/2018
Lamar	Amber	Bayshore High School	Tchr, Language Arts, HS	ESOL End. Class 1	5/7/2019	8/1/2019
Boggs	Olivia	Bayshore High School	Tchr, Language Arts, HS	ESOL End. Class 1	5/7/2019	8/1/2019
Barquero Diaz	Lillian	Bayshore High School	Tchr, ESOL Resource	ESOL End. Class 1	5/7/2019	2/20/2013
Hart	Vera	Braden River High School	Tchr, Language Arts, HS	ESOL End. Class 1	5/7/2019	8/1/2016
Dain	Allison	Braden River High School	Tchr, Reading, HS	ESOL End. Class 1	5/7/2019	5/27/2014
Aadson	Tatyana	Manatee High School	Tchr, World Language, HS	ESOL End. Class 1	5/7/2019	8/1/2007
Paternostro	Nicole	Parrish Community High School	Tchr, Other Classroom	ESOL End. Class 1	5/7/2019	8/1/2019
Small	Tyler	Parrish Community High School	Tchr, Reading, HS	ESOL End. Class 1	5/7/2019	8/1/2019
Cummins	Anthony	Parrish Community High School	Tchr, Reading, HS	ESOL End. Class 1	4/3/2019	8/1/2013
Bizek	Sara	Southeast High School	Tchr, Language Arts, HS	ESOL End. Class 1	4/3/2019	8/1/2013
Saavedra	Amy	Moody Elementary School	Tchr, Emotion/Behavr Disabil	ESOL End. Class 1	3/13/2019	8/1/2021
Cromartie-Pindell	Doris	Daughtrey Elementary School	Tchr, Kindergarten	ESOL End. Class 1	2/28/2019	8/1/2019
Gardini	Elizabeth	Abel Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	2/4/2019	8/1/2020
Stevens	Samantha	Kinnan Elementary School	Tchr, Third Grade	ESOL End. Class 1	1/30/2019	8/1/2017
Jones	Kimberly	Oneco Elementary School	Tchr, Third Grade	ESOL End. Class 1	1/30/2019	8/1/2019
Jackson	Brandi	Sugg Middle School	Tchr, Mathematics, MS	ESOL End. Class 1	12/19/2018	8/1/2021
Harvin-Peterson	Susan	Lincoln Memorial Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	12/14/2018	8/1/2018
Springer	Stephanie	Parrish Community High School	Tchr, Language Arts, HS	ESOL End. Class 1	12/12/2018	8/1/2020
Clark	William	Palm View K-8 School	Tchr, Third Grade	ESOL End. Class 1	11/13/2018	8/1/2020
Torregrosa	Chelsea	Southeast High School	Tchr, Language Arts, HS	ESOL End. Class 1	11/7/2018	8/1/2020
Cruz De Diego	Maria	Ballard Elementary School	Tchr, Third Grade	ESOL End. Class 1	10/31/2018	8/1/2020
Chalmers	Wendi	Haile Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	10/22/2018	8/1/2019
Owens	Lunique	Manatee Elementary School	Tchr, Second Grade	ESOL End. Class 1	10/19/2018	8/1/2020
Pope	Misty	Nolan Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	10/11/2018	8/1/2015
Santiago	Loida	Palmetto High School	Tchr, Reading, HS	ESOL End. Class 1	10/10/2018	8/1/2020
Ruiz	Justin	Tillman Elementary School	Tchr, First Grade	ESOL End. Class 1	10/4/2018	8/1/2020
Schmitz	Lucas	Palma Sola Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	9/24/2018	8/1/2020
Tschiember	Darlene	Palmetto Elementary School	Tchr, Second Grade	ESOL End. Class 1	9/24/2018	8/1/2020
Barnhard	Amy	Freedom Elementary School	Tchr, Pre-K Handicapped	ESOL End. Class 1	9/20/2018	8/1/2020
Pena	Olga	Parrish Community High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/18/2018	8/1/2017
Denny	Rachel	Samoset Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/10/2018	8/1/2020
Roche	Rita	Moody Elementary School	Tchr, Kindergarten	ESOL End. Class 1	9/7/2018	8/1/2020
Tucker	Janele	Daughtrey Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/5/2018	8/1/2020
VanSkiver	Wendy	Gullett Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/5/2018	8/1/2020
Brondyke	Sarah	Gullett Elementary School	Tchr, Third Grade	ESOL End. Class 1	9/5/2018	8/1/2020
Hirshman	Emily	Horizons Academy	Tchr, ESE, Department Chair	ESOL End. Class 1	9/5/2018	8/1/2020
Winfield	Meigan	King Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	9/5/2018	8/1/2020
Walker	Tasha	Mills Elementary School	Tchr, VE/SC	ESOL End. Class 5	9/5/2018	8/1/2022
Stanford	Allyson	Parrish Community High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/5/2018	8/1/2020
Watts	Ali	Sea Breeze Elementary School	Tchr, First Grade	ESOL End. Class 1	9/5/2018	8/1/2020
Zinzi	Nathan	Southeast High School	Tchr, Language Arts, HS	ESOL End. Class 1	9/5/2018	8/1/2020
Ludlum	Kathy	Abel Elementary School	Tchr, Resource	ESOL End. Class 1	9/4/2018	8/1/2020
Reed	Melissa	Daughtrey Elementary School	Tchr, Kindergarten	ESOL End. Class 1	9/4/2018	8/1/2020
Peters	David	Harvey Elementary School	Tchr, VE	ESOL End. Class 1	8/31/2018	8/1/2020
Saldivar	Kristin	Oneco Elementary School	Tchr, Fourth Grade	ESOL End. Class 1	8/31/2018	8/1/2020
Sneed	Nicole	Samoset Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/31/2018	8/1/2020
Salem Tomaselli	Sarah Elizabeth	Samoset Elementary School	Tchr, Resource	ESOL End. Class 1	8/31/2018	8/1/2020
Bernhardt	Michelle	Daughtrey Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/30/2018	8/1/2020
Sandberg	Sarah	Manatee High School	Tchr, VE	ESOL End. Class 1	8/29/2018	8/1/2020
Bean	Sophie	King Middle School	Tchr, Reading, MS	ESOL End. Class 1	8/27/2018	8/1/2020
Llamas	Jacqueline	Braden River Middle School	Tchr, Social Studies, MS	ESOL End. Class 1	8/24/2018	8/1/2020
McGoldrick	Alyssa	Samoset Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/24/2018	8/1/2020
Brooks	Lisa	Willis Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/24/2018	8/1/2020
Fontaine	Francine	King Middle School	Tchr, Emotion/Behavr Disabil	ESOL End. Class 1	8/23/2018	8/1/2020
Katz	Heather	Lakewood Ranch Prep Acad K-12	Tchr, Gifted	ESOL End. Class 1	8/22/2018	8/1/2020
Petrucci	Laura	Moody Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/22/2018	8/1/2020
Pinckney	Lesley	Prine Elementary School	Tchr, Kindergarten	ESOL End. Class 1	8/22/2018	8/1/2020
Gump	Tracey	Abel Elementary School	Tchr, VE	ESOL End. Class 1	8/21/2018	8/1/2020
Pond	Kelli	Ballard Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/21/2018	8/1/2020
Hughes	Holley	Bashaw Elementary School	Tchr, Third Grade	ESOL End. Class 1	8/21/2018	8/1/2019
Erby	Lisa	Bayshore High School	Tchr, Language Arts, HS	ESOL End. Class 1	8/21/2018	8/1/2019
Haun	Sarah	Blackburn Elementary School	Tchr, Reading, ES	ESOL End. Class 1	8/21/2018	8/1/2020
Hosker	Jeanne	Buffalo Creek Middle School	Tchr, Language Arts, MS	ESOL End. Class 1	8/21/2018	8/1/2019

Carenza	Kimberly	Haile Middle School	Tchr, VE	ESOL End. Class 1	8/21/2018	8/1/2019
BURKHART	BRITTNEY	Moody Elementary School	Tchr, Fifth Grade	ESOL End. Class 1	8/21/2018	8/1/2020
Hale	Anne	Moody Elementary School	Tchr, Second Grade	ESOL End. Class 1	8/21/2018	8/1/2020
Connolly	Karen	Williams Elementary School	Tchr, Pre-K Handicapped	ESOL End. Class 1	8/14/2018	8/1/2020
Thomas	Sheree	Lee Middle School	Tchr, Reading, MS	ESOL End. Class 1	8/1/2018	8/1/2018

OOF Reading 9.13.2022 BM						
Last Name	First Name	Department	Current Jobcode Title	Descr	Eff Date	Due Date
Keen	Christine	Myakka Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/17/2020	11/1/2021
Sanborn	Kelli	Freedom Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Humphrey	Rebecca	Samoset Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/20/2020	11/1/2021
Chapman	Kristen	McNeal Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Bulfin	Cheryl	Witt Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Bice	Cheryl	Witt Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Bishop	Kathleen	Blackburn Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/9/2020	11/1/2020
Laport	Lisa	McNeal Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Mcdaniel	Rebecca	Gullett Elementary School	Tchr, Gifted	Reading Endorsement Class 1	11/10/2020	11/1/2021
Stoddart	Donna	Samoset Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/20/2020	11/1/2021
Freeman	Stacy	McNeal Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Watts	Ruth	Freedom Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Earnest	Megan	Braden River Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Rzepa	Michele	Harvey Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Holloway	Jackie	Gullett Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Hughes	Angela	McNeal Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Reyes	Claudia	Oneco Elementary School	Tchr, ESOL Resource	Reading Endorsement Class 1	11/20/2020	11/1/2021
Dominis	Jenny	Miller Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/17/2020	11/1/2021
Turner	Rhonda	Gullett Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Galbraith	Jessica	Freedom Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Platt	Dawn	Samoset Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/20/2020	11/1/2021
Germer	Jeannine	McNeal Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Dubendorf	Michelle	McNeal Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Sailer	Laura	Myakka Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/17/2020	11/1/2021
Harp	Sarah	Gullett Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Peebles	Elizabeth	Kinnan Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Hixson	Yovary	Kinnan Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Brack	Elizabeth	Witt Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Samson	Jodi	McNeal Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Trivedi	Palak	Witt Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
France	Brijet	Miller Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Houston	Amanda	Witt Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/19/2020	11/1/2021
Engram	Lisa	Manatee Elementary School	Tchr, Resource	Reading Endorsement Class 1	11/13/2020	11/1/2021
Wilder	Kim	Witt Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Rosario	Paula	Palmetto Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/18/2020	11/1/2021
Gregory	Sara	McNeal Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/13/2020	11/1/2021
Chapelle	Nequita	Palma Sola Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/18/2020	11/1/2021
Whitfield	Kelli	Gullett Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Kerwin	Sandra	Johnson K-8 Sch of Int Studies	Tchr, Kindergarten	Reading Endorsement Class 1	11/5/2020	11/1/2021
Crosby	Lauren	Prine Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Lewis	Jenna	Gullett Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Lardas	Stephan	Manatee Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Averso	Dylan	Palmetto Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/18/2020	11/1/2021
Wilson	Ariane	Freedom Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/10/2020	11/1/2021
Sutherland	Angela	Myakka Elementary School	Tchr, Dual Language, ES	Reading Endorsement Class 1	11/17/2020	11/1/2021
Bertsch	Alison	Braden River Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Andersen	Leslie	Mills Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/17/2020	11/1/2021
Furman	Jan	Daughtrey Elementary School	Tchr, VE	Reading Endorsement Class 1	11/10/2020	11/1/2021
Burke	Catherine	Witt Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Bednarz	Jewell	Abel Elementary School	Tchr, VE	Reading Endorsement Class 1	11/5/2020	11/1/2019
Swartling	Melinda	McNeal Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Shilling	Michelle	Witt Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Shaw	Linda	Rogers Garden-Bullock ES	Tchr, Kindergarten	Reading Endorsement Class 1	11/20/2020	11/1/2021
Grant	Kimberly	Moody Elementary School	Tchr, Music, ES	Reading Endorsement Class 1	11/17/2020	11/1/2021
Gyure	Adrienne	Gullett Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Holt	Jessica	Palma Sola Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/17/2020	11/1/2021
Allen	Brigitte	Rogers Garden-Bullock ES	Tchr, Second Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Crowley	Susan	Samoset Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/20/2020	11/1/2021
Phillips	Ashley	Rogers Garden-Bullock ES	Tchr, Kindergarten	Reading Endorsement Class 1	11/20/2020	11/1/2021
Babakarkhil	Jessica	Prine Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Walker	Amber	Braden River Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Peterson	Hope	Gullett Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Bertrand	Amanda	McNeal Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Miraglia	Ariana	Rogers Garden-Bullock ES	Tchr, Second Grade	Reading Endorsement Class 1	11/20/2020	11/1/2021
Brendel	Bobbi	Oneco Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/17/2020	11/1/2021
Cadle	Mryia	Witt Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/19/2020	11/1/2021
Vazquez	Jessica	Manatee Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021

Keller	Erika	Daughtrey Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Goodwin	Emily	Abel Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/20/2020	11/1/2021
Cardenas	Cynthia	Oneco Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/18/2020	11/1/2021
Enrique	Samantha	Gullett Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Keech-Babcock	Kari	Lakewood Ranch High School	Tchr, Reading, HS	Reading Endorsement	8/16/2022	5/31/2023
White	Charlie	Rogers Garden-Bullock ES	Tchr, Kindergarten	Reading Endorsement Class 1	11/18/2020	11/1/2021
Wilson	Eugena	Freedom Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Gray	Donna	Blackburn Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Smith	Elizabeth	McNeal Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Pollard	Sharran	Oneco Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/18/2020	11/1/2021
Lagasse	Elizabeth	Palmetto Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/18/2020	11/1/2021
Newsome	Gwendolyn	Palm View K-8 School	Tchr, First Grade	Reading Endorsement Class 1	11/5/2020	11/1/2021
Beckner	Tracy	Miller Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Arms	Monica	Prine Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Engelberger	Kristie	Freedom Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Leverenz-Pikulski	Debra	Palm View K-8 School	Tchr, First Grade	Reading Endorsement Class 1	11/5/2020	11/1/2021
Spence	Lesley	Witt Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Carson	Ashley	Freedom Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/10/2020	11/1/2021
Miller	Ashlee	Gullett Elementary School	Tchr, Third Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Sheehan	Randi	Miller Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Compton	Kathryn	Miller Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/13/2020	11/1/2019
Spisak	Stephen	Buffalo Creek Middle School	Tchr, Social Studies, MS	Reading Endorsement Class 1	7/23/2020	5/31/2021
Wetherson	Mitchell	Bayshore Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/6/2020	11/1/2021
Cappiello	Xiomara	Braden River Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
French	Sharon	Samoset Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/5/2020	11/1/2021
Ballenger	Byron	Palmetto Elementary School	Tchr, Physical Educ, ES	Reading Endorsement Class 1	11/18/2020	11/1/2021
Gil	Katherine	Gullett Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/10/2020	11/1/2021
Bue	Jennifer	Samoset Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/20/2020	11/1/2021
Kerney	Kaitlinn	Prine Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/19/2020	11/1/2021
Garcia	Rebecca	Palma Sola Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/18/2020	11/1/2021
Ujvari	Adrienn	Palmetto Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/18/2020	11/1/2021
Rogers	Christina	Freedom Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/10/2020	11/1/2021
Green	April	Palm View K-8 School	Tchr, Third Grade	Reading Endorsement Class 1	11/5/2020	11/1/2021
Kil	Wendy	Braden River Elementary School	Tchr, Fourth Grade	Reading Endorsement Class 1	11/9/2020	11/1/2021
Gruwell	Lorena	Oneco Elementary School	Tchr, Kindergarten	Reading Endorsement Class 1	11/17/2020	11/1/2021
Kiker	Kari	Freedom Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Brady	Deborah	Miller Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Berninger	Andrea	McNeal Elementary School	Tchr, Second Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Byrne	Karin	Gullett Elementary School	Tchr, Fifth Grade	Reading Endorsement Class 1	11/10/2020	11/1/2021
Lindenauer	Lourdes	Miller Elementary School	Tchr, First Grade	Reading Endorsement Class 1	11/13/2020	11/1/2021
Murphy	Judy	Johnson K-8 Sch of Int Studies	Tchr, First Grade	Reading Endorsement Class 2	11/5/2020	11/1/2021
Mccoy	Vivian	Braden River Middle School	Tchr, Science, MS	Reading Endorsement Class 1	9/29/2020	9/21/2021

AGENDA ITEM NO. 9.14

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Revision of the Nursing Instructor Job Description

Executive Summary
The revision of the Nursing Instructor job description includes an update of the qualifications to meet the Florida Board of Nursing requirements.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Equitable Recruitment & Retention | Goal 1
Recruit the most qualified, diverse and motivated staff.

Recommendation
The Superintendent recommends approval of the revision of the Nursing Instructor job description.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Human Resources
Initiated By: Doug Wagner

Attachments:
53004 Tchr Health Science Education VOC051 Instructor Nursing -Revised
53004 Tchr Health Science Education VOC051 Instructor Nursing -Clean

THE SCHOOL BOARD OF MANATEE COUNTY
Local Title: NURSING INSTRUCTOR
State Title: Teacher, Health Science Education
JOB DESCRIPTION

JOB GOAL:
To provide the leadership and vision necessary to create an instructional atmosphere conducive to highest possible level of student achievement and learning in the career and technical subject area, and to assume responsibility for all aspects of the career and technical education (CTE) course curriculum.

QUALIFICATIONS:
1. Bachelor's Degree in Nursing or currently working toward such degree.
2. Licensed as Registered Nurse (RN) in the state of Florida.
3. Minimum of (5) five years' experience preferred.

KNOWLEDGE, SKILLS AND ABILITIES:
Positive interpersonal skills. Skill in motivating and engaging students. Effective communication skills (written and oral). Basic computer skills. Ability to organize, prioritize, and manage time well. Good listening skills. Ability to manage large groups. Demonstrated proactive orientation. Knowledge of CTE subject area, regulations and codes. In-depth knowledge of equipment necessary or typically used in CTE area. Ability to meet, on a limited basis, responsibilities beyond the regular school day for career/technical student organizations (SkillsUSA, HOSA, etc.). Knowledge of research, current trends, and best practices in the CTE subject area. Ability to work effectively with diverse student populations, administration and staff at MTC.

REPORTS TO:
Director of MTC or designee

SUPERVISES:
Secondary (dual enrolled) and post-secondary students.

PERFORMANCE RESPONSIBILITIES:
1. Promote the highest possible student CTE achievement.
2. Implement and assess the assigned CTE instructional program at MTC.
3. Oversee the student CTE testing program for the career subject area.
4. Follow guidelines for proper student conduct and implement disciplinary procedures and policies that ensure a safe and orderly environment.
5. Ensure instruction curricula is aligned with District, State and MTC goals and frameworks.
6. Establish a vision and mission for the assigned CTE subject area in collaboration with stakeholders.
7. Maintain and model high standards of professional conduct. Set high standards and expectations for self, others, and school.
8. Provide recognition and celebration for student, staff and school accomplishments.
9. Provide leadership and direction for developing the best possible learning/teaching environment.
10. Keep abreast of trends and best practices in education and field of instruction through staff development, review of literature, meetings and other means.
11. Cooperate with and support the horizontal and vertical articulation of curriculum within MTC, as well as between MTC, secondary schools and higher education.
12. Use appropriate interpersonal styles and methods to guide individuals and groups to task accomplishment.
13. Adjust strategies to accommodate unexpected situations.
14. Understand and utilize collaborative planning strategies.
15. Collaborate with others in choosing courses of action.
16. Promote and support changes in curriculum, technology, and school processes.
17. Build teams to accomplish plans, goals, and priorities.
18. Facilitate problem-solving by groups and individuals.
19. Work with employers and other stakeholders to resolve complaints or concerns.
20. Communicate effectively both orally and in writing with employers, students, teachers, and the community.
21. Be proactive in recognizing and solving school and student concerns.

22. Initiate and offer opportunities for an authentic learning and skills assessment environment in the assigned CTE subject area.
23. Use current research, performance data, and feedback from employers, industry experts, students, teachers, community, and other stakeholders to make decisions related to improvement of instructional assessment, content and curriculum, and student performance.
24. Cooperate and support development of the master schedule and the MTC student data system and scheduling needs in a timely manner.
25. Use technology effectively and support the use of effective technology for student learning and CTE achievement.
26. Consider different perspectives, alternative opinions, and sequences of each in making decisions.
27. Cooperate with and support selection of textbooks, materials, and equipment.
28. Cooperate with and support procedures for student, teacher, industry/employers, and community evaluation of curriculum.
29. Cooperate with and support special projects that may be assigned, or other CTE related assignments, for the enhancement of the school, CTE curriculum, and student achievement.
30. Inventory and ensure the security of MTC property assigned.
31. Cooperate with and support procedures implemented to monitor the accurate and timely completion of data collection and reporting requirements.
32. Cooperate with and support the supervision of all extracurricular and CTE programs at MTC.
33. Model effective listening and positive interaction skills.
34. Serve as program advisor for MTC's career-technical student organizations.
35. Implement and support School Board of Manatee County and MTC Board of Governors policy, in addition to state statutes and federal regulations as they pertain to MTC.
36. Support MTC activities including recruitment, retention, guidance, dropout prevention, health services, attendance, grading, testing, CTE certification, and other related areas.
37. Exercise proactive leadership in promoting the vision and mission of MTC and the District.
38. Maintain the minutes of the program's advisory committee that meets at least two times per school year.
39. Cooperate with and support procedures for participation in school accreditation and monitor accreditation standards at MTC.
40. Participate in District, MTC and Department meetings and other activities to enhance professional development.
41. Communicate, through the proper channels, to keep the immediate supervisor, Assistant Director, MTC Director, Adult, Career and Technical Education Executive Director, and Superintendent informed of impending problems or events of unusual nature.
42. Attend MTC-related activities and events including, but not limited to, graduation ceremonies, career-technical student organization, and other related CTE or instructional activities.
43. Use District e-mail application effectively.
44. Cooperate with and support District instructional staff in program planning.
45. Develop positive MTC/community relations and serve as a representative of the MTC in the community, and at trade and professional organization activities.
46. Participate in developing the MTC mission, vision, strategic plan, calendar, and staffing plan.
47. Attend and participate in staff meetings to discuss policy changes, instructional programs, potential concerns, and resolution of existing issues.
48. Promote and market MTC and its programs to the community.
49. Cooperate with and support procedures used in the event of school crisis and/or civil disobedience and provide leadership in the event of such happenings.
50. Make difficult decisions when necessary, including dealing with ineffective student or stakeholder performance.
51. Cooperate with and support procedures for resolution of discipline issues.
52. Act quickly and decisively to stop possible breaches of safety, ineffective procedures, or interference with instruction or school operations.
53. Perform other tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:
Medium Work: Lifting up to 50 pounds occasionally, and/or exerting up to 20 pounds of force and/or up to 10

pounds of force as needed to move objects and assist patients. In an emergency, worker may be required to restrain a physically active individual as a temporary safety precaution.

TERMS OF EMPLOYMENT:
Salary and benefits shall be paid in accordance with the agreement negotiated between the Manatee Education Association (MEA) and the School Board of Manatee County. Length of the work year and hours of employment shall be those in accordance with the agreement negotiated between the MEA and the School Board of Manatee County.

EVALUATION:
Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Board approved on:
09/10/2007

Revised:
10/28/2014
05/22/2018
TBD

SALARY SCHEDULE: INSTRUCTIONAL
PAYGRADE: PXD2
SHORT TITLE: VOC051
STATE JOB CODE: 53004

THE SCHOOL BOARD OF MANATEE COUNTY
Local Title: NURSING INSTRUCTOR
State Title: Teacher, Health Science Education
JOB DESCRIPTION

JOB GOAL:
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REPORTS TO:
Director of MTC or designee

SUPERVISES:
Secondary (dual enrolled) and post-secondary students.

PERFORMANCE RESPONSIBILITIES:
1. Promote the highest possible student CTE achievement.
2. Implement and assess the assigned CTE instructional program at MTC.
3. Oversee the student CTE testing program for the career subject area.
4. Follow guidelines for proper student conduct and implement disciplinary procedures and policies that ensure a safe and orderly environment.
5. Ensure instruction curricula is aligned with District, State and MTC goals and frameworks.
6. Establish a vision and mission for the assigned CTE subject area in collaboration with stakeholders.
7. Maintain and model high standards of professional conduct. Set high standards and expectations for self, others, and school.
8. Provide recognition and celebration for student, staff and school accomplishments.
9. Provide leadership and direction for developing the best possible learning/teaching environment.
10. Keep abreast of trends and best practices in education and field of instruction through staff development, review of literature, meetings and other means.
11. Cooperate with and support the horizontal and vertical articulation of curriculum within MTC, as well as between MTC, secondary schools and higher education.
12. Use appropriate interpersonal styles and methods to guide individuals and groups to task accomplishment.
13. Adjust strategies to accommodate unexpected situations.
14. Understand and utilize collaborative planning strategies.
15. Collaborate with others in choosing courses of action.
16. Promote and support changes in curriculum, technology, and school processes.
17. Build teams to accomplish plans, goals, and priorities.
18. Facilitate problem-solving by groups and individuals.
19. Work with employers and other stakeholders to resolve complaints or concerns.
20. Communicate effectively both orally and in writing with employers, students, teachers, and the community.
21. Be proactive in recognizing and solving school and student concerns.

22. Initiate and offer opportunities for an authentic learning and skills assessment environment in the assigned CTE subject area.
23. Use current research, performance data, and feedback from employers, industry experts, students, teachers, community, and other stakeholders to make decisions related to improvement of instructional assessment, content and curriculum, and student performance.
24. Cooperate and support development of the master schedule and the MTC student data system and scheduling needs in a timely manner.
25. Use technology effectively and support the use of effective technology for student learning and CTE achievement.
26. Consider different perspectives, alternative opinions, and sequences of each in making decisions.
27. Cooperate with and support selection of textbooks, materials, and equipment.
28. Cooperate with and support procedures for student, teacher, industry/employers, and community evaluation of curriculum.
29. Cooperate with and support special projects that may be assigned, or other CTE related assignments, for the enhancement of the school, CTE curriculum, and student achievement.
30. Inventory and ensure the security of MTC property assigned.
31. Cooperate with and support procedures implemented to monitor the accurate and timely completion of data collection and reporting requirements.
32. Cooperate with and support the supervision of all extracurricular and CTE programs at MTC.
33. Model effective listening and positive interaction skills.
34. Serve as program advisor for MTC's career-technical student organizations.
35. Implement and support School Board of Manatee County and MTC Board of Governors policy, in addition to state statutes and federal regulations as they pertain to MTC.
36. Support MTC activities including recruitment, retention, guidance, dropout prevention, health services, attendance, grading, testing, CTE certification, and other related areas.
37. Exercise proactive leadership in promoting the vision and mission of MTC and the District.
38. Maintain the minutes of the program's advisory committee that meets at least two times per school year.
39. Cooperate with and support procedures for participation in school accreditation and monitor accreditation standards at MTC.
40. Participate in District, MTC and Department meetings and other activities to enhance professional development.
41. Communicate, through the proper channels, to keep the immediate supervisor, Assistant Director, MTC Director, Adult, Career and Technical Education Executive Director, and Superintendent informed of impending problems or events of unusual nature.
42. Attend MTC-related activities and events including, but not limited to, graduation ceremonies, career-technical student organization, and other related CTE or instructional activities.
43. Use District e-mail application effectively.
44. Cooperate with and support District instructional staff in program planning.
45. Develop positive MTC/community relations and serve as a representative of the MTC in the community, and at trade and professional organization activities.
46. Participate in developing the MTC mission, vision, strategic plan, calendar, and staffing plan.
47. Attend and participate in staff meetings to discuss policy changes, instructional programs, potential concerns, and resolution of existing issues.
48. Promote and market MTC and its programs to the community.
49. Cooperate with and support procedures used in the event of school crisis and/or civil disobedience and provide leadership in the event of such happenings.
50. Make difficult decisions when necessary, including dealing with ineffective student or stakeholder performance.
51. Cooperate with and support procedures for resolution of discipline issues.
52. Act quickly and decisively to stop possible breaches of safety, ineffective procedures, or interference with instruction or school operations.
53. Perform other tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:
Medium Work: Lifting up to 50 pounds occasionally, and/or exerting up to 20 pounds of force and/or up to 10

pounds of force as needed to move objects and assist patients. In an emergency, worker may be required to restrain a physically active individual as a temporary safety precaution.

TERMS OF EMPLOYMENT:
Salary and benefits shall be paid in accordance with the agreement negotiated between the Manatee Education Association (MEA) and the School Board of Manatee County. Length of the work year and hours of employment shall be those in accordance with the agreement negotiated between the MEA and the School Board of Manatee County.

EVALUATION:
Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Board approved on:
09/10/2007

Revised:
10/28/2014
05/22/2018
TBD

SALARY SCHEDULE: INSTRUCTIONAL
PAYGRADE: PXD2
SHORT TITLE: VOC051
STATE JOB CODE: 53004

AGENDA ITEM NO. 9.15

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of Sole Source to Purchase Floor Resurfacing Materials Dex-O-Tex and Related Services, SDMC No. 23-0057-MR, Continued Procurement with Vendor, Estimated in the Amount of $180,000.00

Executive Summary
Floor resurfacing, repair and replacement is needed in schools that utilize epoxy flooring in restrooms, locker rooms and kitchens. Dex-O-Tex has one approved applicator for Central Florida. Scaife Enterprises has submitted prices for the installation of Dex-O-Tex products with a 23% increase from last year, for a one-year contract period of November 1, 2022 through October 31, 2023.

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow.

Florida Statutes Section 1010.04(4) states, "Alternative procedures for purchasing – The State Board of Education may, by regulation, provide for alternative procedures for bidding or purchasing in cases in which the character of the item requested renders competitive bidding impractical."

Historical expenditures are as follows:
- Fiscal Year to Date 2021-2022: $145,133.00

The supplier is Scaife Enterprises Inc., Dade City, FL, Florida Document No. S65444.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Financial Transparency & Capital Planning | Goal 2
Build and maintain district facilities to provide the best quality education and services to our students, staff and community.

Recommendation
The Superintendent recommends approval of sole source to purchase floor resurfacing materials Dex-O-Tex and related services, SDMC No. 23-0057-MR, continued procurement with vendor, estimated in the amount of $180,000.00.

Financial Impact
The funding source for this annually estimated expenditure is Local Capital Improvements and is included in the Maintenance, Operations & Central Distribution Warehouse Department's ~~proposed~~ approved budget for 2022-2023.

Contact
Submitting Departments: Maintenance, Operations & Central Distribution Warehouse and Purchasing
Initiated By: Todd Henson and Ruth Gruett

Attachments:
2022-2023 Price Sheet

Contract for Services w. JLA 8.11.2021.pdf

BID OF EPOXY FLOOR RESURFACING AND RELATED SERVICES 2022-2023

DESCRIPTION	ESTIMATED ANNUAL QUANTITY	HOURS	SQUARE FOOT PRICE	EXTENDED PRICE
Resurface exterior surfaces to be inclusive of concrete and exposed aggregate using Dex-O-Tex Resistite or approved equivalent. (less than 1000 sq. ft.)	400 sq. ft.	Standard	$5.17 Sq. Ft.	$2,068.00
		Overtime	$6.22 Sq. Ft.	$2,488.00
		Holidays	$6.22 Sq. Ft.	$2,488.00
Resurface exterior surfaces to be inclusive of concrete and exposed aggregate using Dex-O-Tex Resistite or approved equivalent. (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$4.25 Sq. Ft.	$8,925.00
		Overtime	$5.04 Sq. Ft.	$10,584.00
		Holidays	$5.04 Sq. Ft.	$10,584.00
Resurface interior surfaces to be inclusive of concrete and exposed flooring systems using Dex-O-Tex Décor-Flor or approved equivalent. (less than 1000 sq. ft.)	400 sq. ft.	Standard	$9.54 Sq. Ft.	$3,816.00
		Overtime	$10.25 Sq. Ft.	$4,100.00
		Holidays	$10.25 Sq. Ft.	$4,100.00
Resurface interior surfaces to be inclusive of concrete and exposed flooring systems using Dex-O-Tex Décor-Flor or approved equivalent. (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$6.80 Sq. Ft.	$14,280.00
		Overtime	$7.49 Sq. Ft.	$15,729.00
		Holidays	$7.49 Sq. Ft.	$15,729.00
Resurface interior lab floor systems to be inclusive of sanding, and stripping using Dex-O-Tex Posi-Tred "O" or approved equivalent. (less than 1000 sq. ft.)	400 sq. ft.	Standard	$5.44 Sq. Ft.	$2,176.00
		Overtime	$6.51 Sq. Ft.	$2,604.00
		Holidays	$6.51 Sq. Ft.	$2,604.00
Resurface interior lab floor systems to be inclusive of sanding, and stripping using Dex-O-Tex Posi-Tred "O" or approved equivalent. (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$4.21 Sq. Ft.	$8,841.00
		Overtime	$4.82 Sq. Ft.	$10,122.00
		Holidays	$4.82 Sq. Ft.	$10,122.00

BID OF EPOXY FLOOR RESURFACING AND RELATED SERVICES 2022-2023

DESCRIPTION	ESTIMATED ANNUAL QUANTITY	HOURS	SQUARE FOOT PRICE	EXTENDED PRICE

DESCRIPTION	ESTIMATED ANNUAL QUANTITY	HOURS	SQUARE FOOT PRICE	EXTENDED PRICE
Install new latex lab floor system using Dex-O-Tex Neotex System -261 or approved equivalent. (less than 1,000 Sq. Ft.)	400 sq. ft.	Standard	$7.07 Sq. Ft.	$2,436.00
		Overtime	$8.15 Sq. Ft.	$3,260.00
		Holidays	$8.15 Sq. Ft.	$3,260.00
Install new latex lab floor system using Dex-O-Tex Neotex System -261 or approved equivalent. (more than 1,000 Sq. Ft.)	2,100 sq. ft.	Standard	$6.04 Sq. Ft.	$12,684.00
		Overtime	$6.72 Sq. Ft.	$14,112.00
		Holidays	$6.72 Sq. Ft.	$14,112.00
Install new latex lab floor system using Dex-O-Tex Cheminert "K" with Posi-Tred or approved equivalent. (less than 1,000 Sq. Ft.)	400 sq. ft.	Standard	$11.11 Sq. Ft.	$4,444.00
		Overtime	$12.50 Sq. Ft.	$5,000.00
		Holidays	$12.50 Sq. Ft.	$5,000.00
Install new latex lab floor system using Dex-O-Tex Cheminert "K" with Posi-Tred or approved equivalent. (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$8.84 Sq. Ft.	$18,564.00
		Overtime	$9.90 Sq. Ft.	$20,790.00
		Holidays	$9.90 Sq. Ft.	$20,790.00
Resurface mechanical room floors using Dex-O-Tex M-E floor or approved equivalent. less than 1000 sq. ft.)	400 sq. ft.	Standard	$7.79 Sq. Ft.	$3,116.00
		Overtime	$8.84 Sq. Ft.	$3,536.00
		Holidays	$8.84 Sq. Ft.	$3,536.00

BID OF EPOXY FLOOR RESURFACING AND RELATED SERVICES 2022-2023

DESCRIPTION	ESTIMATED ANNUAL QUANTITY	HOURS	SQUARE FOOT PRICE	EXTENDED PRICE
Resurface mechanical room floors using Dex-O-Tex M-E floor or approved equivalent. (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$5.66 Sq. Ft.	$11,886.00
		Overtime	$6.37 Sq. Ft.	$13,377.00
		Holidays	$6.37 Sq. Ft.	$13,377.00
Resurface lab counter-tops using Dex-O-Tex Dee-Cee Dressing or approved equivalent. (less than 1000 sq. ft.)	400 sq. ft.	Standard	$6.04 Sq. Ft.	$2,416.00
		Overtime	$6.72 Sq. Ft.	$2,688.00
		Holidays	$6.72 Sq. Ft.	$2,688.00
Resurface lab counter-tops using Dex-O-Tex Dee-Cee Dressing or approved equivalent. (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$4.89 Sq. Ft.	$10,269.00
		Overtime	$6.16 Sq. Ft.	$12,936.00
		Holidays	$6.16 Sq. Ft.	$12,936.00
Resurface existing tile and slate surfaces by bead blasting for anti-slip protection or approved equivalent (less than 1000 sq. ft.)	400 sq. ft.	Standard	$4.89 Sq. Ft.	$1,956.00
		Overtime	$6.16 Sq. Ft.	$2,464.00
		Holidays	$6.16 Sq. Ft.	$2,464.00
Resurface existing tile and slate surfaces by bead blasting for anti-slip protection or approved equivalent (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$4.89 Sq. Ft.	$1,956.00
		Overtime	$6.16 Sq. Ft.	$2,464.00
		Holidays	$6.16 Sq. Ft.	$2,464.00
Resurface interior surfaces to be Inclusive of concrete and existing flooring systems using Dex-O-Tex Color-Flake "L" Random, 100% flake coverage with standard color-flakes (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$6.84 Sq. Ft.	$14,364.00
		Overtime	$7.49 Sq. Ft.	$15,729.00
		Holidays	$7.49 Sq. Ft.	$15,729.00

BID OF EPOXY FLOOR RESURFACING AND RELATED SERVICES 2022-2023

DESCRIPTION	ESTIMATED ANNUAL QUANTITY	HOURS	SQUARE FOOT PRICE	EXTENDED PRICE
Resurface interior surfaces to be Inclusive of concrete and existing flooring systems using Dex-O-Tex Color-Flake "L" Random, 20% to 30% flake coverage with standard color-flakes (less than 1000 sq. ft.)	400 sq. ft.	Standard	$7.14 Sq. Ft.	$2,856.00
		Overtime	$7.31 Sq. Ft.	$2,924.00
		Holidays	$7.31 Sq. Ft.	$2,924.00
Resurface interior surfaces to be Inclusive of concrete and existing flooring systems using Dex-O-Tex Color-Flake "L" Random, 20% to 30% flake coverage with standard color-flakes (more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$5.31 Sq. Ft.	$11,151.00
		Overtime	$6.04 Sq. Ft.	$12,684.00
		Holidays	$6.04 Sq. Ft.	$12,684.00
Resurface interior surfaces to be inclusive of concrete and existing flooring systems using Dex-O-Tex Clear Epoxy Resins incorporating Metallic Color pigments for Epoxy Resin System with a look of stained concrete or approved equivalent. (less than 1000 sq. ft.)	400 sq. ft.	Standard	$7.14 Sq. Ft.	$2,856.00
		Overtime	$7.31 Sq. Ft.	$2,924.00
		Holidays	$7.31 Sq. Ft.	$2,924.00
Resurface interior surfaces to be inclusive of concrete and existing flooring systems using Dex-O-Tex Clear Epoxy Resins incorporating Metallic Color pigments for Epoxy Resin System with a look of stained concrete or approved equivalent, more than 1000 sq. ft.)	2,100 sq. ft.	Standard	$5.31 Sq. Ft.	$11,151.00
		Overtime	$7.31 Sq. Ft.	$15,351.00
		Holidays	$7.31 Sq. Ft.	$15,351.00

SCHOOL DISTRICT OF MANATEE COUNTY
AGREEMENT FOR CONTRACTUAL SERVICES

PAID FROM Budgeted FUNDS
Budgeted, Federal, Grant, Internal

Maintenance and Operation
Name of School/Department

PO# TBD

( ) $25,000 & UNDER
PRINCIPAL/DIRECTOR(S),
LEGAL, DEPUTY SUPERINTENDENT

( ) $25,000 - $49,999
PRINCIPAL/ DIRECTOR(S),
LEGAL, DEPUTY SUPERINTENDENT,
& SUPERINTENDENT

(•) $50,000 & OVER
PRINCIPAL/ DIRECTOR(S),
LEGAL, DEPUTY SUPERINTENDENT,
SUPERINTENDENT & BOARD APPROVAL

This Agreement entered into this 6 day of July , 2022, (Agreement Date) by and between the School District of Manatee County, Florida, a political subdivision of the State of Florida (School District) and _____. (Vendor).

VENDOR:

Business Name: Scaife Enterprises Inc Vendor No. _____
Representative: Billy Scaife Position: _____
Address: 3735 Bellamy Bros Blvd
City: Dade City State: Fl Zip: 33525
Phone: 352-588-2662 Email: BILLYSCAIFE@SCAIFEENTERPRISES.COM
SDMC Employee: Yes: (____) No: (x) Former: (____) Date Employment Ended: _____
Current employees must be paid from their cost center and cannot own 5% or more of business.

SCOPE OF WORK:

Vendor shall provide service(s) according to the terms and conditions set forth in this Agreement. The service(s) to be provided by Vendor is/are {*if attached indicate name of attachment*}
Install Dex O Tex epoxy flooring in accordance with Sole Source
And shall be performed at the following location(s): _____
Date(s) of Service(s): 11/1/2022 to 10/31/2023 *(Not to exceed 1 year)*
Time(s)/Duration: _____ am/pm to _____ am/pm

LIMIT OF COMPENSATION:

The School District has authorized an amount not to exceed $150,000.00, which shall constitute the maximum amount due under this agreement to the Vendor for service(s) rendered under section two. Agreements exceeding $50,000.00 are subject to School Board Approval.

PAYMENT:

Payment for services shall be (*mark one*)
□ a flat fee of $_____.
□ a rate of $_____per unit where the unit of measure is _____.
Payment shall be according to Section 218 F.S. "LOCAL GOVERNMENT PROMPT PAYMENT ACT." Payments shall be issued only in the name of Vendor.

To be paid from budget line 37022 74000 468200 9512 30001

TERMS AND CONDITIONS:

Term of Agreement:

This Agreement shall become effective on the Agreement Date, or the date on which the agreement has been signed by both parties, whichever is later, and shall have a term not to exceed one year.

Assignment:

Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the prior written consent of the other party (not to be unreasonably withheld.) If this matter pertains to a school that becomes a Charter School, this contract may be cancelled by the School District upon thirty days written notice and the School Board will be released of any and all obligations under this contract.

Compliance with Jessica Lunsford Act:

The School District of Manatee County and State of Florida, requires all Vendors/subcontracts to comply with the Jessica Lunsford Act (JLA) which consists of a level II background screening via fingerprinting. Vendors, individuals or entities under contract with the School Board required to go on school grounds when students are present, must comply with the requirements of the law and agree to indemnify and hold harmless the School District for any claims made against the School Board related to the failure to comply with Section 1012.465 and Section 1012.32 Florida Statutes. For information on JLA requirements and how to comply visit: http://www.manateeschools.net/

Third Party Beneficiary:

This agreement constitutes the entire agreement between the parties and supersedes any and all prior agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment or waiver of any of any provision of this agreement will be effective unless in writing and signed by both parties.

Governing Law:

This agreement will be governed by the internal laws of the State of Florida, without regard to its conflicts of laws rules. Each party agrees to comply with all applicable laws in the performance of this agreement. All disputes are to be resolved in Manatee County, Florida by binding Arbitration before the American Arbitration Association or other mutually agreed and similar forum. The costs of such dispute will be borne by the individual party.

Relationship of Parties:

The parties are independent contractors. This agreement does not create a partnership, franchise, joint venture, agency or employment relationship between the parties. It is expressly acknowledged that the School District does not direct or control the work or services to be performed, or how to perform such work or services under this agreement.

Indemnification:

Vendor agrees to defend indemnify and hold harmless the School District, their agents, employees, officers and Board Members against any and all third-party claims, losses, damages, expenses, or liabilities arising from any action or failure to act with respect to this agreement to the extent provided by law. When pertaining to a services contract, Vendor will obtain at its own cost and expense general liability insurance with minimum coverage amounts of at least one million dollars per occurrence and three million dollars in excess coverage and such insurance will name The School Board, their Board Members and School District Employees as an additional insured. To the extent applicable Vendor will maintain and furnish workers compensation insurance. A certificate of insurance will be furnished within ten business days from the execution of this agreement. Failure to provide such insurance allows the School District, the election to immediately terminate this agreement. Certain employees are subject to written waiver of indemnification.

Confidentiality:

Confidentiality is pursuant to Florida Public Records Act and all Federal, State and Local Statutes, including but not limited to Trademark Protection, Copyright protection, Family Educational Rights and Privacy Act of 1996, Health Insurance Portability and Accountability Act of 1996, Family Medical Leave Act of 1993, Americans with Disabilities Act of 1990, and Genetic Information Non Discrimination Act of 2008.

Sovereign Immunity:

The parties acknowledge and agree that the School Board, a political subdivision of the State of Florida, is a sovereign entity that is by law immune from suit except to the extent specified in Section 768.28 Florida Statutes. No provision of the agreement shall constitute, or be interpreted as, a waiver of sovereign immunity, and all defenses relative to sovereign immunity shall be preserved.

Compliance Requirements:

The School District, acknowledges and understands that the projects contemplated by this contract are being constructed on public property owned by the School District, which property may at various times during construction be occupied by students, teachers, parents and school administrators. Accordingly, in order to secure the property, protect students and staff, and otherwise comply with applicable law, the Vendor agrees to all provisions and instructions contained in this Agreement and agrees that the failure of Vendor to comply with any of these provisions and instructions may result in the termination of this contract by the School District of Manatee County.

Invoice Requirements:

The selected Proposer shall submit an invoice to the District, each month, after the services have been performed and have been received and accepted by the District. The amount charged shall not be in excess of the rates and fees in the Agreement.

The date of the invoices shall not exceed ten (10) working days from the performance of the work. Under no circumstances shall the invoice be submitted to the District in advance of the performance of the work.

The invoice shall contain the following basic information: the awarded Bidder's name and address, invoice number, date of invoice, description of the services performed, the contract number, purchase order number, and any discounts. The invoice shall be in detail sufficient for a proper pre-audit and post audit thereof. Each bill or invoice must properly identify the services, portion of services, and expenses for which compensation is sought.

Contact with Students:

Unless otherwise specified, the Vendor, will have no employees or independent contractors, material men, supplier

or anyone involved in any manner with projects resulting from this Agreement shall have direct or indirect contact with students at project sites. A violation of this provision shall result in immediate termination of the offender and issuance of a trespass notice from the School District. Vendor shall be responsible for insuring compliance by all employees, independent contractors and sub-contractors or other persons involved in any manner with projects resulting from this Agreement.

Standards of Conduct:

Vendor will be held to the same standards of conduct as employees of the School District of Manatee County while conducting business with the District. These standards, as defined in School Board Policies, will apply not only to employees of the Vendor, but also to the employees of its sub-contractors.

Severability and Waiver:

If any provision of this agreement is held to be contrary to law, the provision will be subjected to modification and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this agreement will remain in effect. No failure or delay by either party to exercise a right under this agreement will be a waiver of that right.

Force Majeure:

The term "FORCE MAJEURE" means circumstances beyond the reasonable control of a party, (such a acts of God, government restrictions, wars, insurrections, labor disputes, financial insolvency, economic hardship, strife, failure of suppliers, communications or data systems) which delay or prevent the party from performing under the terms of this agreement. Affected performance obligations will be suspended during the duration of the Force Majeure. In the event that the Force Majeure persists more than 90 days, the party may elect to terminate this agreement upon written notice.

Equal Opportunity:

The Vendor agrees to comply with the provisions of the Civil Rights Act of 1991, The Civil Rights Act of 1964, and The Americans with Disabilities Act, Age Discrimination in Employment Act, Section 1000.05, Florida Statutes, and The Pregnancy Discrimination Act and the Family Medical Leave Act. Said Provider further agrees not to discriminate on the basis of race, sex, national origin, religion, handicap, disability, sexual orientation, age or marital status. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Federal Debarment & Suspension Certification:

This agreement is subject to the requirement by Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017.510 and/or 34 CFR Part 85, Section 85.510.

Termination:

Termination for Cause—The School District reserves the right to terminate this contract in whole or in part at any time before the date of completion, in the event it is determined that the provider has failed to comply with the conditions of the agreement. The School District shall promptly notify the Provider in writing of the determination and the reasons for the termination, together with the effective date of the termination. Payments made to Providers or recoveries by the School Board under contracts terminated for cause shall be in accordance with the legal rights and liabilities of the parties under the laws of the State of Florida. Termination for cause includes terminations under 215.4725, F.S.

Termination for Convenience—Termination of this contract in whole or in part may be made by School District of Manatee County when the district determines that the continuation of the contract would not produce beneficial results commensurate with the further expenditure of funds or in furtherance of the goals and directives of the School District of Manatee County. Termination may be initiated within 30 days' notice when Board approval is not required and subject to Board approval when required.

Custodian of Public Records:

IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICABILITY OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS:

Public Records Custodian
215 Manatee Avenue W.
Bradenton,
Florida, 34205
(941) 708-8770
publicrecords@manateeschools.net

Compliance to the Sunshine Law:

The Florida Sunshine Law is a series of laws designed to guarantee that the public has access to the public records of governmental bodies in Florida, Section 286.011 Florida Statutes. et. seq. and Section 119.01 Florida Statutes. et. seq. Vendor hereby acknowledges and agrees to comply with The Florida "Sunshine" Law, including but, not limited to keeping and maintaining all records that relate and/or pertain to the terms of this agreement available for inspection and copying, public records requests, internal audits and for any other informational purpose.

School District Policy:

In accordance with School Board of Manatee County Policy and Procedures, no contract for providing supplies, equipment

or services shall be effected with any individual or business entity in which any member of the School Board or the Superintendent has any financial interest. No contract for goods or services may be made with any business entity in which the Superintendent, Board Member or their spouse or child has an employment relationship or a material interest. No School Board employee may directly or indirectly purchase or recommend for purchase of goods or services from any business organization in which his/her spouse or child has a material interest as defined in Chapter 112 Florida Statutes.

Compliance with Regulations:

Federal, state, county, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Vendor will in no way be a cause for relief from responsibility. The Vendor shall have in their possession and must provide all applicable insurance, permits, licenses, etc., which may be required by federal, state, or county law to furnish services under the scope of this contract. The Vendor must not be in violation of any zoning or other ordinances in the performance of this contract.

Safety Standards:

All equipment must meet the applicable requirements of the Occupational Safety and Health Act (OSHA) and any standards there under.

Tax Exemptions:

When purchasing directly from a supplier the School District of Manatee County, Florida is exempt from Federal Excise, State Sales and Use Taxes. Tax exemption certificates and numbers will be furnished on request.

Contract Work Hours & Safety Standards Act:

(34 CFR 80.36(I) (6): All vendors, Vendors and sub-contractors must comply with sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor Regulations (29 CFR Part 5).

Possession of Firearms:

Possession of firearms will not be tolerated on the project or any School District of Manatee County property. No person who has a firearm in their vehicle may park their vehicle on School District property. Furthermore, no person may possess or bring a firearm on School District property. If any employee or independent contractor of the Vendor, or any of its sub-contractors, is found to have brought a firearm on School District property, said employee or independent contractor shall be immediately removed and terminated from the project by the Vendor. If a sub-contractor fails to terminate said employee or independent contractor, the Vendor shall terminate its agreement with the sub-contractor. If the Vendor fails to terminate said employee or independent contractor or fails to terminate the agreement with the sub-contractor who fails to terminate said employee or independent contractor, this agreement may be terminated by the School District of Manatee County. “Firearm” has the meaning given in Subsection 790.001(6) Florida Statutes.

Criminal Acts:

Employment on the project by the Vendor, or any of its subcontractor, of any employee, or independent contractor, with any prior convictions of any crimes against children, crimes of violence or crimes of moral turpitude will not be tolerated. If it is determined that any person with such criminal history is on the project site, the Vendor agrees to take all steps necessary to remove such person from the project and the property. The School District of Manatee County shall have the right to terminate this agreement if the Vendor does not comply with this provision

Possession/Use/Under the influences of Mind Altering Substances:

Possession/use and/or being under the influence of any illegal mind altering substances, such as, but not limited to alcohol and/or substances delineated in Chapter 893, Florida Statutes, by Vendor’s employees or independent contractors or its sub-contractors employees or independent contractors will not be tolerated on School District property. If any employee or independent contractor is found to have brought and/or used or is under the influence of any illegal mind altering substances as described above on School District property, said employee or independent contractor shall be removed and terminated from the project by the Vendor. If a sub-contractor fails to terminate said employee or independent contractor, the Vendor shall terminate its agreement with the sub-contractor. If the Vendor fails to terminate said employee or independent contractor or fails to terminate the agreement with the sub-contractor who fails to terminate said employee or independent contractor, this agreement may be terminated by the School District of Manatee County.

Clean Air and Water Pollution Act:

The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 et seq. The Contractor agrees to report each violation to the USDA and the appropriate EPA Regional Office. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251 et seq. The Contractor agrees to report each violation to the USDA and the appropriate EPA Regional Office.

Energy Policy and Conservation Act:

The contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Byrd Anti-Lobbying Amendment:

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or

attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Funding Agreement (Right to Inventions):

If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2(a), and the contractor/subcontractor enters into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement", the contractor/subcontractor must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements", and implementing regulations issued by the awarding agency.

Procurement of Recovered Materials

1. In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The Contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time; (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price.

2. Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the Contractor purchases in excess of $10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was with a Federal agency or a State agency or agency of a political subdivision of a State; and (ii) purchased a total of in excess of $10,000 of the item both under and outside that contract.

Entire Agreement:

This agreement constitutes the entire agreement between the parties and supersedes all prior agreements, proposals or representations, whether written or oral, concerning its subject matter. This agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which will constitute one and the same instrument. The terms of this agreement will supersede any conflicting terms in any counterpart, exhibit or attachment. No modification, amendment, or waiver of any provision of this agreement will be effective unless in writing and signed by both parties. Notice is by writing sent certified mail. In the event of conflict the terms of this agreement shall govern.

Covid 19 The Vendor agrees to follow the School District of Manatee County's protocols pertaining to COVID-19.

Employment Eligibility Verification ("E-VERIFY"):

By entering into a contract with the School District of Manatee County (a public employer in Florida) to provide goods or services in exchange for salary, wages or other renumeration, this section applies to verify employment eligibility. Therefore, pursuant to Section 448.095, Florida Statutes and beginning January 1, 2021, every public employer, Contractor and Subcontractor shall register with and use the United States Department of Homeland Security's E-Verify system, located at https://e-verify.uscis.gov/emp to verify the work authorization status of all newly hired employees. The Parties may not enter into a contract unless each party registers with and uses the federal E-Verify system.

The Contractor verifies its compliance with the E-Verify System by listing its E-Verify System Number on page 3 of this document; or by signature and submission of this contract, asserts it does not hire any employees, and it is not an unauthorized alien, as defined by this statute.

The Contractor will require all Subcontractors who work on this contract to use the E-Verify System for any subcontracted employees hired during this contract. The Contractor will verify Subcontractor's compliance with an affidavit stating whether the Subcontractor uses the E-Verify System as evidenced by Subcontractor's E-Verify System Number or that the Subcontractor is not an unauthorized alien and does not employ, contract with or subcontract with unauthorized aliens defined by this statute. The Contractor will maintain and provide the Subcontractor's affidavits to the School District on request during this contract.

Termination: With good faith belief that the Contractor knowingly violated this section, the School District will terminate the contract. Further, with good faith believe that the Subcontractor knowingly violated this section, the School District will promptly notify the Contractor and the Contractor will immediately terminate the Contractor's contract with the Subcontractor. A contract terminated for noncompliance with E-Verify is not a breach of contract and may not be considered as such.

To the extent required by applicable law, the Contractor is liable for any additional costs incurred by the School District resulting from a failure to comply with E-Verify. Additional costs may include but are not limited to higher costs for the same services and rebidding costs (if necessary). Likewise, the Contractor will be barred from any other contracts with the School Board for at least one year after the date the contract was terminated.

CONTRACTOR E-VERIFY NUMBER:
_____

SIGNATURES:

_____
Vendor Date

_____
School Principal Date

_____
Legal Date

_____
Deputy Superintendent Date

_____
Superintendent (over $25,000) Date

_____
Board Chair (over $50,000) Date

ADDENDUM A

CONTRACTOR INFORMATION FORM

SUPPLIER NAME:

TELEPHONE NUMBER:

LIST EMPLOYEE(s) THAT WILL BE DOING WORK FOR THE SCHOOL DISTRICT OF MANATEE COUNTY: Please print clearly and duplicate form as needed. Please list badge expiration for all employees who currently have a contractor's badge. If a designated employee does not have a contractor's badge, indicate their Appointment Date and Time for fingerprinting.

Please reference the District website for JLA requirements: https://www.manateeschools.net/

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Last Name, First Name	Contractor/JLA Badge Expiration	Fingerprint Appt Date/Time

CONTRACTOR/VENDOR DISQUALIFIABLE OFFENSES:

- ❖ Any offense listed in s. 943.0435 (1)(a) 1., relating to the registration of an individual as a sexual offender.
- ❖ Section 393.135, relating to sexual misconduct with certain developmentally disabled clients and the reporting of such sexual misconduct.
- ❖ Section 394.4593, relating to sexual misconduct with certain mental health patients and the reporting of such sexual misconduct.
- ❖ Section 775.30, relating to terrorism.
- ❖ Section 782.04, relating to murder.
- ❖ Section 787.01, relating to kidnapping.
- ❖ Any offense under chapter 800, relating to lewdness and indecent exposure.
- ❖ Section 826.04, relating to incest.
- ❖ Section 827.03, relating to child abuse, aggravated child abuse, or neglect of a child.

AGENDA ITEM NO. 9.16

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Use of the Lee County Proposal on Athletic Turf-Maintenance and Reconstruction, SDMC No. 19-0083-MR, Additional $210,000.00, an Estimated amount of $585,000.00 Annually - Revision 3

Executive Summary
On August 25, 2020, the Board approved revision 2 on the use of the Lee County proposal on athletic turf-maintenance and reconstruction in the amount of $375,000.00 annually. An increase is needed to cover additional field repairs at Manatee High School, Lakewood Ranch High School, Southeast High School, and Braden River High.

Additional work to include all high school practice fields and repair of all game fields.

Historical expenditures are as follows:
- 2019-2020 $336,951.08
- 2020-2021 $323,726.29
- 2021-2022 $345,247.72

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow.

Lee County issued a proposal, #180313KLC. This bid will be utilized for maintenance and reconstruction on athletic turf fields, which includes aerification, verti-cutting, herbicide application, fertilizing, and sod.

Lee County awarded their proposal to JSM Services Inc., Tampa, FL, Florida Document No. P97000026982.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Financial Transparency & Capital Planning | Goal 2
Build and maintain district facilities to provide the best quality education and services to our students, staff and community.

Recommendation
The Superintendent recommends approval of the use of the Lee County proposal on athletic turf- maintenance and reconstruction, SDMC No. 19-0083-MR, additional $210,000.00, an estimated amount of $585,000.00 annually - revision 3.

Financial Impact
The funding source for this annually estimated expenditure is Local Capital Improvements and is included in the Maintenance, Operations & Central Distribution Warehouse Department's ~~proposed~~ approved budget for 2022-2023.

Contact
Submitting Departments: Maintenance, Operations & Central Distribution Warehouse and Purchasing

Initiated By: Todd Henson and Ruth Gruett

AGENDA ITEM NO. 9.17

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Use of the School Board of Sarasota County Bid on Moving Services for Relocatable Building, SDMC No. 22-0043-MR, Additional $150,000.00, an Estimated amount of $300,000.00 Annually - Revision 1

Executive Summary
On May 11, 2021, the Board approved the use of the School Board of Sarasota County Bid on Moving Services for Relocatable Building in the amount of $150,000.00 annually. An increase is needed to cover additional portable moves as needed.

Historical expenditures are as follows:
- 2021-2022 $50,786.16
- 2022-2023 $136,437.38

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow.

The School Board of Sarasota County issued a bid on moving services for relocatable building #21-0137, estimated move cost per unit is $4,500.00-$4,800.00. Portable buildings owned by the School District are moved from within the District as needed.

The School Board of Sarasota County awarded their bid to RE Johnsons and Sons, Parrish, FL, Florida, Document No. 219081.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Financial Transparency & Capital Planning | Goal 2
Build and maintain district facilities to provide the best quality education and services to our students, staff and community.

Recommendation
The Superintendent recommends approval of the use of the School Board of Sarasota County bid on moving services for relocatable building, SDMC No. 22-0043-MR, additional $150,000.00, an estimated amount of $300,000.00 annually - revision 1.

Financial Impact
The funding source for this annually estimated expenditure is Local Capital Improvements and is included in the Maintenance, Operations & Central Distribution Warehouse Department's ~~proposed~~ approved budget for 2022-2023.

Contact
Submitting Departments: Maintenance, Operations & Central Distribution Warehouse and Purchasing
Initiated By: Todd Henson and Ruth Gruett

AGENDA ITEM NO. 9.18

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Use of the Sourcewell Proposal on Elevators, Escalators, and Moving Walks with Related Equipment, Services, Accessories, and Supplies, SMDC No. 20-0038-MR, an Additional $400,000.00, an Estimated Amount of $1,350,000.00 - Revision 3

Executive Summary
On September 24, 2021, the Board approved revision 2 for the use of Sourcewell's proposal on Elevators, Escalators, and Moving Walks with Related Equipment, Services, Accessories and Supplies in the amount of $950,000.00 annually. An increase is needed for modernization and to cover the additional cost to be in compliance with Florida Administrative Code 61C-5.001 Safety Standards:

The Bureau of Elevator Safety has adopted the new ASME Elevator Safety Code A17.3-2015, Safety Code for Existing Elevators and Escalators. Part of this new Safety Code includes Section 3.10 Operating Devices and Control Equipment, Requirement 3.10.12 System to Monitor and Prevent Automatic Operation of the Elevator with Faulty Door Contact Circuits. All conveyances licensed by the State of Florida Bureau of Elevator Safety, including those located within the five (5) contracted jurisdictions, must be in compliance with the above Code by December 31, 2023.

Historical expenditures are as follows:
- 2019-2020 $115,036.01
- 2020-2021 $245,545.70
- 2021 -2022 $744,064.31

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow.

Sourcewell issued a proposal for Elevators, Escalators, and moving walks with related equipment, services, accessories, and supplies #100516 for maintenance services, equipment upgrades, repairs, and new installations for elevators.

The Sourcewell awarded their proposal to TK Elevator Corporation/Thyssenkrupp Elevator Corporation, Tallahassee, FL, Florida Document No. F99000004915.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Financial Transparency & Capital Planning | Goal 2
Build and maintain district facilities to provide the best quality education and services to our students, staff and community.

Recommendation
The Superintendent recommends approval of the use of the Sourcewell proposal on elevators, escalators, and moving walks with related equipment, services, accessories, and supplies, SMDC No. 20-0038-MR, an additional $400,000.00, an estimated amount of $1,350,000.00 - revision 3.

Financial Impact

The cost to implement this agenda will not exceed $1,350,000.00. The funding source for this annually estimated expenditure is CW Elevator Maintenance/Monitoring and is included in the Maintenance, Operations & Central Distribution Warehouse Department and is included in the ~~proposed~~ approved budget for 2022-2023.

Contact

Submitting Departments: Maintenance, Operations & Central Distribution Warehouse and Purchasing
Initiated By: Todd Henson and Ruth Gruett

AGENDA ITEM NO. 9.19

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Bid on Asphalt Repair and Maintenance, SDMC No. 22-0072-MR, an Additional $210,000.00, an Estimated Amount of $385,000.00 - Revision 1

Executive Summary
On August 24, 2021, the Board approved the bid on Asphalt Repair and Maintenance in the amount of $175,000.00 annually. An increase is needed to cover sealing, striping and repair work identified in the capital plan at Manatee Technical College (MTC) SR70, Horizons, Lincoln Middle School, Witt Elementary (asphalt areas not part of the project), Harllee and Johnson K-8 as well as repairs as needed county wide.

Historical expenditures are as follows:
- 2021-2022 $221,906.75

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow.

The purpose of this bid is to provide services for asphalt repair and maintenance throughout the District. The committee recommends awarding to the responsive company and direct negotiated rates with a second company.

The bid is recommended for award to:
Asphalt Repair Service of Southwest Florida, Sarasota, FL, Florida Document No. P04000004120
Anderson Asphalt and Concrete Services, Sarasota, FL, Florida Document No. L11000135300

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Financial Transparency & Capital Planning | Goal 2
Build and maintain district facilities to provide the best quality education and services to our students, staff and community.

Recommendation
The Superintendent recommends approval of the bid on asphalt repair and maintenance, SDMC No. 22-0072-MR, an additional $210,000.00, for an estimated amount of $385,000.00 - revision 1.

Financial Impact
The estimated cost to implement this agenda item will not exceed $385,000.00 annually. The funding sources for these annually estimated expenditures is Local Capital Improvement from the ~~proposed~~ approved budgets for 2022-2023.

Contact
Submitting Departments: Maintenance, Operations & Central Distribution Warehouse and Purchasing
Initiated By: Todd Henson and Ruth Gruett

AGENDA ITEM NO. 9.20

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Proposal on Electric Motors Repair and Replacement Services, SDMC No. 20-0086-MR, an Additional $100,000.00, an Estimated Amount of $325,000.00 Annually - Revision 1

Executive Summary
On December 10, 2019, the Board approved the proposal for Electric Motors Repair and Replacement Services in the amount of $225,000.00 annually. An increase is needed to cover additional repairs as needed.

Historical expenditures are as follows:
- 2020-2021 $167,320.54
- 2021-2022 $207,086.68
- 2022-2023 $223,889.44

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow.

This bid will be utilized for electric motor testing, balancing, alignment, rebuilds, and all other components of motor repair or replacement by the Mechanical Systems Department. Electric motors are typically used in various HVAC applications. The committee recommends awarding to the only responsive company.

The proposal is recommended for award to:
AAP Industrial, Sarasota, FL, Florida Document No. P13000022215.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Financial Transparency & Capital Planning | Goal 2
Build and maintain district facilities to provide the best quality education and services to our students, staff and community.

Recommendation
The Superintendent recommends approval of the proposal on electric motors repair and replacement services, SDMC No. 20-0086-MR, an additional $100,000.00, an estimated amount of $325,000.00 annually - revision 1.

Financial Impact
The estimated cost to implement this agenda item will not exceed $325,000.00 annually. The funding source for these annually estimated expenditures is General Fund from the ~~proposed~~ approved budgets for 2022-2023.

Contact
Submitting Departments: Maintenance, Operations & Central Distribution Warehouse and Purchasing
Initiated By: Todd Henson and Ruth Gruett

AGENDA ITEM NO. 9.21

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the 2022-2023 Uniform Statewide Assessment Calendar

Executive Summary
Section 1008.22(7) of the Florida Statutes requires that the Commissioner publish a uniform calendar to its website that includes statewide assessment information for the following two years. Each School District will then be required to populate the template with District assessment information. It is therefore necessary to establish in the rule requirements for the template and expectations for the Department and School Districts for populating the calendar. The proposed rule develops specific requirements for the information to be included in each populated calendar and the methods for calculating total test time, as required by Section 1008.22(7)(b)9 of the Florida Statutes. The proposed rule further clarifies criteria for the posting of the populated calendar to School District websites as required by Section 1002.23(5) of the Florida Statues.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Student Achievement | Goal 1
By 2023, 56% of our third-grade students will meet or exceed grade-level expectations for reading.

Student Achievement | Goal 2
Increase the average high school graduation rate by 2% points each school year (baseline: 2018-2019, 83.2%).

Recommendation
The Superintendent recommends approval of the 2022-2023 Uniform Statewide Assessment calendar.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Assessment, Research & Accountability
Initiated by: Evan McCarthy

Attachments:
K-12 Uniform Assessment Calendar 2022-2023

Uniform Statewide Assessment Calendar

According to Section 1008.22(7)(b), Florida Statutes (F.S.), and State Board of Education Rule 6A-1.094224, Florida Administrative Code (F.A.C), the uniform assessment calendar must be published on the Florida Department of Education (FDOE) website by January of each year for, at a minimum, the following two school years. Prior to posting, FDOE will complete sections 1 through 4 with the appropriate information.

Each school district must then complete the uniform calendar with district-required assessment information, publish the calendar to the district website, and provide it to the FDOE by October 1 of each school year. Districts must provide completed calendars to schools and include the calendar in their parent guides. In addition, each school must publish the completed calendar on its website.

The statewide assessment information provided by the Department in sections 1 through 4 should not be altered; however, districts may otherwise modify and populate this template to accurately indicate their assessment schedules for the school year.

1. Glossary of Assessment Terms

The following glossary includes definitions of assessment terms and explanations of acronyms used throughout this template. The FDOE will populate this section with state-level terms in addition to those specified in s. 1008.22(7)(i), F.S. Districts may add rows as needed for additional glossary terms that are specific to district-required assessments but should not modify any FDOE-provided information.

Acronym/Term	Definition
ACCESS for ELLs	Assessing Comprehension and Communication in English State-to-State (ACCESS) for English Language Learners (ELLs)
Accommodation	Per Rule 6A-1.0943, F.A.C., "Accommodations are defined as adjustments to the presentation of the statewide standardized assessment questions, methods of recording examinee responses to the questions, scheduling for the administration of a statewide standardized assessment to include amount of time for administration, settings for administration of a statewide standardized assessment, and the use of assistive technology or devices to facilitate the student's participation in a statewide standardized assessment."
B.E.S.T.	Benchmarks for Excellent Student Thinking
CBT	Computer-Based Test
Concordant and Comparative Scores	Concordant and comparative scores refer to scores that have been determined by establishing a relationship between assessments that measure similar (but not identical) constructs, such as the Algebra 1 End-of-Course Assessment and the SAT. In statute, concordant refers to scores associated with the ELA assessment and comparative refers to scores associated with the Algebra 1 assessment. A student can meet assessment graduation requirements by earning a concordant or comparative score as specified in Rule 6A-1.09422, F.A.C.
Diagnostic	Assessments that measure students' understanding of a subject area or skills base, which allow teachers and educators to evaluate student learning, focusing on strengths and areas of need
District Window	The selected dates within the statewide window during which a district will administer a given assessment
District-Required Assessments	Assessments required by the school district for students in a specific grade or course
ELA	English Language Arts
EOC	End-of-Course
Evaluative	Assessments that measure student proficiency at selected intervals in order to compare change over time and to compare state-level results
FAST	Florida Assessment of Student Thinking

Uniform Statewide Assessment Calendar

Acronym/Term	Definition
FCLE	Florida Civic Literacy Exam
Formative	Formative assessments are the formal and informal ways that teachers and students gather and respond to evidence of student learning. Formative assessments are part of teaching in the classroom. Formative assessments will not result in a score that will appear on a student's report card, but they serve the greater purpose of informing both students and teachers on what changes need to happen in classroom instruction to better serve the needs of individual students.
FSA	Florida Standards Assessments
FSAA	Florida Standards Alternate Assessment
Interim	Interim assessments are administered on a smaller scale (i.e., school or district) with results that can be used at the classroom level or aggregated at the school- or district-level. Depending on the design, interim assessments can be used to predict a student's ability to succeed on a summative assessment, to evaluate a program, or to diagnose student learning gaps.
NAEP	National Assessment of Educational Progress
NGSSS	Next Generation Sunshine State Standards
PBT	Paper-Based Test
PM1	The baseline administration of FAST Progress Monitoring in the beginning of the school year.
PM2	The midyear administration of FAST Progress Monitoring in the middle of the school year.
PM3	The summative administration of FAST Progress Monitoring at the end of the school year.
Progress Monitoring	The process used to determine whether a student's academic performance is improving, at what rate it is improving, and how effective instruction has been. In accordance with s. 1008.25(8)(b)1., F.S., the progress monitoring assessments for VPK through grade 2 must be administered at least three times within a program year or school year, as applicable, with the first administration occurring no later than the first 30 instructional days after a student's enrollment or the start of the program or school year, the second administration occurring midyear, and the third administration occurring within the last 30 days of the program or school year. In accordance with s. 1008.25(8)(b)2., F.S., the progress monitoring assessments for grades 3 through 10 must be administered at the beginning, middle, and end of the school year.
PSAT/NMSQT	Preliminary SAT/National Merit Scholarship Qualifying Test
Summative	Assessments that evaluate student mastery of Florida's academic standards at or near the conclusion of the course of instruction
Statewide, Standardized Assessments	All assessments required by s. 1008.22, F.S.
Statewide Window	The range of dates during which districts and/or schools may choose to administer a given assessment
Testing Time	The amount of time individual students are each given to respond to test items on each test
VAM	A Value-Added Model (VAM) is used by some school districts as part of their educator evaluation system. It is also used in the approval process for teacher preparation programs and as part of the criteria to extend an educator's temporary teaching certificate.
VPK	Florida's Voluntary Prekindergarten Education Program

Uniform Statewide Assessment Calendar

2. Test, Type, and Purpose/Use

FDOE will populate this section with information related to state-level tests. Districts may add rows as needed to define district-required tests, test type, and their purpose/use in the district but should not modify any FDOE-provided information. If additional types are added, define applicable types in the glossary.

Test	Type	Purpose/Required Use	Statutory Authority/Required Use Citation
ACCESS for ELLs	Diagnostic	Measure English language acquisition of ELLs	s. 1003.56, F.S. Rule 6A-6.0902, F.A.C. Rule 6A-6.09021, F.A.C. Rule 6A-6.0903, F.A.C.
Alternate ACCESS for ELLs	Diagnostic	Measure English language acquisition of ELLs with significant cognitive disabilities	
ACT	Summative	Inform course placement; can be used as a concordant or comparative score to meet assessment graduation requirements; provide postsecondary opportunities	s. 1008.22, F.S. Rule 6A-1.09422, F.A.C.
Coordinated Screening and Progress Monitoring Program	Diagnostic/Progress Monitoring	Provides information in mastering the appropriate grade-level standards and provides information on students' progress to parents, teachers, and school and program administrators. Used to provide data for accountability of the Voluntary Prekindergarten Education Program.	s. 1008.25(8), F.S. s. 1008.2125, F.S. s. 1002.68 Rule 6M-8.601, F.A.C.
FCLE	Summative	If passed, exempts students from the postsecondary civic literacy assessment requirement established by s. 1007.25(4), F.S.	s. 1003.4282(3)(d), F.S. s. 1007.25(4)(b), F.S.
FAST PM1 and PM2	Progress Monitoring	Provides information regarding whether a student's academic performance is improving, at what rate it is improving, and how effective instruction has been.	
B.E.S.T. EOC	Summative	Purpose: FAST PM3, B.E.S.T., Florida Standards, Next Generation Sunshine State Standards assessments measure student achievement of Florida's academic standards Required uses: third grade retention; high school standard diploma; EOC assessments as 30% of course grade; school grades; school improvement rating; district grades; differentiated accountability; VAM; scholar designation; Credit Acceleration Program; school improvement plans; school, district, state, and federal reporting	s. 1002.38, F.S. s. 1002.68, F.S. s. 1003.4156, F.S. s. 1003.4282, F.S. s. 1004.04, F.S. s. 1004.85, F.S. s. 1008.22, F.S. s. 1008.25, F.S. s. 1008.33, F.S. s. 1008.34, F.S. s. 1008.341, F.S. s. 1012.34, F.S. s. 1012.56, F.S. Rule 6A-1.09422, F.A.C. Rule 6A-1.094221, F.A.C.
FAST PM3	Progress Monitoring/Summative		
FSA	Summative		
FSAA	Summative		
NGSSS EOC	Summative		
Statewide Science Assessment	Summative		

Uniform Statewide Assessment Calendar

Test	Type	Purpose/Required Use	Statutory Authority/Required Use Citation
			Rule 6A-1.094222, F.A.C. Rule 6A-1.0943, F.A.C. Rule 6A-1.09432, F.A.C. Rule 6A-1.09981, F.A.C. Rule 6A-1.099811, F.A.C. Rule 6A-1.099822, F.A.C. Rule 6A-5.0411, F.A.C.
NAEP	Evaluative	Measure student performance for comparison among state and national populations over time	s. 1008.22, F.S.
PreACT	Summative	Inform course placement	s. 1007.35, F.S.
PSAT/NMSQT	Summative	Inform course placement; can be used as a concordant or comparative score to meet Algebra 1 assessment graduation requirements	s. 1007.35, F.S. Rule 6A-1.09422, F.A.C.
SAT	Summative	Inform course placement; can be used as a concordant or comparative score to meet assessment graduation requirements; provide postsecondary opportunities	s. 1008.22, F.S. Rule 6A-1.09422, F.A.C.

3. Required Statewide Assessments

The following assessments are required for students as indicated in the **Students to Be Tested** column. FDOE will complete this section with the required statewide assessments. Districts should then populate the **District Window** column for each assessment in the table but should not modify any FDOE-provided information.

When calculating total test time in Section 6, do not include times for assessments indicated by grey rows, which indicate duplicate assessment windows (e.g., EOCs), assessments that take the place of another assessment, or assessments that do not have a specified testing time.

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
VPK FAST PM1	Students enrolled in VPK	First 30 instructional days after a student's enrollment or the start of a program year or school year	August 10-September 9, 2022	CBT	10–20 minutes	Immediately following test completion
FAST PM1	K–Grade 1 ELA Reading	August 8–September, 30 2022	August 22-26, 2022	CBT	10–20 minutes	Immediately following test completion

Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
FAST PM1	Grade 2 ELA Reading	August 8–September, 30 2022	August 22-26, 2022	CBT	15–20 minutes	Immediately following test completion
FAST PM1	K–Grade 2 Mathematics	August 8–September, 30 2022	August 29-September 2, 2022	CBT	20-30 minutes	Immediately following test completion
FAST PM1	Grades 3–10 ELA Reading	August 15–September, 30 2022	September 6-9, 2022	CBT	90 minutes	Immediately following test completion
FAST PM1	Grades 3–5 Mathematics	August 15–September, 30 2022	September 12-16, 2022	CBT	80 minutes	Immediately following test completion
FAST PM1	Grades 6–8 Mathematics	August 15–September, 30 2022	September 12-16, 2022	CBT	100 minutes	Immediately following test completion
FSAA—Datafolio[4]	Grades 3–10 ELA (Reading & Writing); Grades 3–8 Mathematics; Grades 5 & 8 Science; and Algebra 1, Biology 1, Civics, Geometry, & U.S. History EOCs	Collection Period 1: September–October 2022	September–October 2022	PBT	Varies/Untimed	June 2023
FSAA—Datafolio[4]	Grades 3–10 ELA (Reading & Writing); Grades 3–8 Mathematics; Grades 5 & 8 Science; and Algebra 1, Biology 1, Civics, Geometry, & U.S. History EOCs	Collection Period 2: November–December 2022	November–December 2022	PBT	Varies/Untimed	June 2023
B.E.S.T. Algebra 1 and Geometry EOC	Students enrolled in associated courses	November 28–December 16, 2022	November 28–December 16, 2022	CBT[1]	160 minutes	January 2023
NGSSS Biology 1, Civics, and U.S. History EOC	Students enrolled in associated courses	November 28–December 16, 2022	November 28–December 16, 2022	CBT[1]	160 minutes[3]	January 2023

Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
FCLE	Students enrolled in associated courses	November 7–December 16, 2022	November 8, 2022	CBT[1]	160 minutes[2]	Immediately following test completion
VPK FAST PM2	Students enrolled in VPK	Midyear	January 10-31, 2023	CBT	10–20 minutes	Immediately following test completion
FAST PM2	K–Grade 1 ELA Reading	December 5, 2022–January 27, 2023	January 17-20, 2023	CBT	10–20 minutes	Immediately following test completion
FAST PM2	Grade 2 ELA Reading	December 5, 2022–January 27, 2023	January 17-20, 2023	CBT	15–20 minutes	Immediately following test completion
FAST PM2	K–Grade 2 Mathematics	December 5, 2022–January 27, 2023	January 23-27, 2023	CBT	20–30 minutes	Immediately following test completion
FAST PM2	Grades 3–10 ELA Reading	December 5, 2022–January 27, 2023	January 17-20, 2023	CBT	90 minutes	Immediately following test completion
FAST PM2	Grades 3–5 Mathematics	December 5, 2022–January 27, 2023	January 23-27, 2023	CBT	80 minutes	Immediately following test completion
FAST PM2	Grades 6–8 Mathematics	December 5, 2022–January 27, 2023	January 23-27, 2023	CBT	100 minutes	Immediately following test completion
FSAA—Datafolio[4]	Grades 3–10 ELA (Reading & Writing); Grades 3–8 Mathematics; Grades 5 & 8 Science; and Algebra 1, Biology 1, Civics, Geometry, & U.S. History EOCs	Collection Period 3: March–April 2023	March–April 2023	PBT	Varies/Untimed	June 2023

Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
FSAA—Performance Task[5]	Grades 3–8 ELA & Mathematics; Grades 4–8 Writing; Grades 5 & 8 Science; and Civics EOC	February 27–April 14, 2023	February 27–April 14, 2023	PBT	Varies/Untimed	June 2023
ACT[6]	Grade 11 students in districts that selected ACT	March–April 2023	N/A	CBT	175 minutes	3–8 weeks after test administration
SAT[6]	Grade 11 students in districts that selected SAT	March–April 2023	March 1, 2023	CBT	180 minutes	2–4 weeks after test administration
VPK FAST PM3	Students enrolled in VPK	The last 30 days of the program or school year	May 1-25, 2023	CBT	10–20 minutes	Immediately following test completion
FAST PM3	K–Grade 1 ELA Reading	May 1–June 2, 2023	May 2-5, 2023	CBT	10–20 minutes	Immediately following test completion
FAST PM3	Grade 2 ELA Reading	May 1–June 2, 2023	May 2-5, 2023	CBT	15–20 minutes	Immediately following test completion
FAST PM3	K–Grade 2 Mathematics	May 1–June 2, 2023	May 16-19, 2023	CBT	20–30 minutes	Immediately following test completion
FAST PM3	Grades 3–10 ELA Reading	May 1–June 2, 2023	May 2-5, 2023	CBT[1]	120 minutes	Immediately following test completion
FAST PM3	Grades 3–5 Mathematics	May 1–June 2, 2023	May 16-19, 2023	CBT[1]	100 minutes	Immediately following test completion
FAST PM3	Grades 6–8 Mathematics	May 1–June 2, 2023	May 16-19, 2023	CBT[1]	120 minutes	Immediately following test completion

Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
FSAA—Performance Task[5]	Grades 9 & 10 ELA; Grades 9 & 10 Writing; and Algebra 1, Biology 1, Geometry, and U.S. History EOCs	March 13–April 28, 2023	March 13–April 28, 2023	PBT	Varies/Untimed	June 2023
FCLE	Students enrolled in associated courses	April 17–May 26, 2023	April 18, 2023	CBT[1]	160 minutes[2]	Immediately following test completion
B.E.S.T. Algebra 1 and Geometry EOC	Students enrolled in associated courses	May 1–26, 2023	Geometry: Seniors: May 2-5, 2023 May 16-19, 2023	CBT[1]	160 minutes	June 2023
NGSSS Biology 1, Civics, and U.S. History EOC	Students enrolled in associated courses	May 1–26, 2023	May 9-12, 2023	CBT[1]	160 minutes[3]	June 2023
NGSSS Statewide Science	Grades 5 and 8	May 8–19, 2023	Grade 5: May 9-10 Grade 8: May 9	PBT	160 minutes	June 2023

[1] Paper-based accommodations (e.g., regular print, large print, braille, one-item-per-page) for computer-based tests are available to eligible students if indicated as an accommodation on an IEP or Section 504 plan.

[2] Any student taking an EOC assessment aligned to the Florida Standards or the B.E.S.T. Standards who has not completed a session by the end of the allotted time may continue working up to half the length of a typical school day.

[3] Any student taking an NGSSS EOC assessment who has not completed the session by the end of the allotted time may continue working; however, testing must be completed within the same school day.

[4] The FSAA—Datafolio is designed for students with significant cognitive disabilities for whom participation in the general statewide assessment or the FSAA—Performance Task is inappropriate, even with accommodations.

[5] The FSAA—Performance Task is designed for students with significant cognitive disabilities for whom participation in the general statewide assessment is inappropriate, even with accommodations.

[6] Each district must choose to administer *either* the ACT or SAT. Complete the row for the assessment chosen by your district and then change the background for the assessment not chosen to gray and leave the district window cell blank.

4. Statewide Assessments for SELECT Students

The following assessments are only intended for selected students/students in certain sub-groups. The FDOE will complete this section with the applicable statewide assessments. Districts should then populate the **District Window** column for the assessments in the table below but should not modify any FDOE-provided information. If an assessment is not being administered in your district, indicate "N/A" in the District Window column.

Uniform Statewide Assessment Calendar

Because the tests included in this section are not administered to all students or, in some cases, are optional for students, the testing time for these tests should not be included in the total testing time calculated in Section 6.

Assessment	Students to Be Tested[4]	Statewide Window	District Window	Mode	Testing Time	Results Expected
PreACT	Grade 10	September–December 2022	N/A	PBT	150 minutes	Approximately 2 weeks after testing
FSA ELA Writing Retake		September 12–30, 2022	September 12–30, 2022	CBT[1]	120 minutes[2]	December 2022
FSA ELA Reading Retake		September 12–30, 2022	September 12–30, 2022	CBT[1]	180 minutes[2]	December 2022
FSA Algebra 1 and Geometry EOC		September 12–30, 2022	September 12–30, 2022	CBT[1]	180 minutes[2]	October 2022
NGSSS Biology 1, Civics, and U.S. History EOC		September 12–30, 2022	September 12–30, 2022	CBT[1]	160 minutes[3]	October 2022
FSAA—Performance Task[6] Grade 10 ELA and Algebra 1 EOC Makeup		September 26–October 14, 2022	September 26–October 14, 2022	PBT	Varies/Untimed	December 2022
NAEP	Age 13 Students	October–December 2022	October–December 2022	PBT	90 minutes	Summer 2023
PSAT/NMSQT	Grade 10	October 12, 2022	October 12, 2022	PBT	165 minutes	January 2023
ACCESS for ELLs	Grades K–12 currently classified as ELL with "LY" code	January 23–March 17, 2023	January 23-March 9, 2023	PBT	Kindergarten: 45 minutes Grades 1–12: 105–245 minutes (varies by grade-level/tier)	June 2023
Alternate ACCESS for ELLs	Grades 1–12 with significant cognitive disabilities and currently classified as ELL with "LY" code	January 23–March 17, 2023	January 23-March 9, 2023	PBT	80 minutes	June 2023
FSA ELA Grade 10 Retake – Writing		February 20–March 10, 2023	February 20–March 10, 2023	CBT[1]	120 minutes[2]	May 2023
FSA ELA Grade 10 Retake – Reading		February 20–March 10, 2023	February 20–March 10, 2023	CBT[1]	180 minutes[2]	May 2023

Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested[4]	Statewide Window	District Window	Mode	Testing Time	Results Expected
FSA Algebra 1 Retake EOC[5]		February 20–March 10, 2023	February 20–March 10, 2023	CBT[1]	180 minutes[2]	May 2023
Writing Field Test	Grades 4–10[7]	April 3–21, 2023	April 4-14, 2023	CBT	120 minutes	N/A
B.E.S.T. Algebra 1 and Geometry EOC		July 10–21, 2023	July 10–21, 2023	CBT[1]	180 minutes	August 2023
NGSSS Biology 1, Civics, and U.S. History EOC		July 10–21, 2023	July 10–21, 2023	CBT[1]	160 minutes[3]	August 2023

[1] Paper-based accommodations (e.g., regular print, large print, braille, one-item-per-page) for computer-based tests are available to eligible students if indicated as an accommodation on an IEP or Section 504 plan.

[2] Any student taking an ELA Retake or EOC assessment aligned to the Florida Standards who has not completed a session by the end of the allotted time may continue working up to half the length of a typical school day.

[3] Any student taking an NGSSS EOC assessment who has not completed the session by the end of the allotted time may continue working; however, testing must be completed within the same school day.

[4] If indicated, "applicable students" relates to the sub-group(s) of students who *may* take that assessment; it does not indicate that all students throughout the state in that sub-group will take that assessment. Assessments for which no applicable student group is listed are available to students as needed but are not limited to any specific sub-group.

[5] The FSA Algebra 1 EOC Assessment is only offered as a separate Retake assessment during the Spring administration; students retaking the Algebra 1 EOC in Fall, Winter, or Summer participate in the regular EOC administration.

[6] The FSAA—Performance Task is designed for students with significant cognitive disabilities for whom participation in the general statewide assessment is inappropriate, even with accommodations.

[7] The Writing Field Test, which will be aligned to the B.E.S.T. standards, will be administered to a representative sample of Florida students.

5. District-Required Assessment Information

Complete the table below with assessments that are required for all schools in the district.

Assessment	Students to Be Tested	District Window	Mode	Testing Time	Results Expected
District Assessments	Benchmark 1: FSAA Benchmark 1: Grades 5 & 8 Science, Biology, Civics, U.S. History Benchmark 1: Algebra 1, Algebra 1A, Geometry	October 10 - 28, 2022 October 10 - 14, 2022 October 17 - 21, 2022	CBT/PBT	90 minutes	One week after testing window closes
District Assessments	Grades 1-5 Writing Grades 6-10 Writing	October 18 - 25, 2022 October 24 - 28, 2022	CBT/PBT	120 minutes	Within one week of receiving the results from the vendor.

Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	District Window	Mode	Testing Time	Results Expected
PSAT-8	Grade 8	November 15, 2022	PBT	155 minutes	Within one week of receiving the results from the vendor.
District Assessments	Benchmark 2: FSAA Benchmark 2: Grades 5 & 8 Science, Civics Benchmark 2: Grades 3 - 10 Reading Benchmark 2: Grades 3 - 8 Mathematics Semester 1 Exams: Algebra 1, Geometry, Algebra 1A, Biology, U.S. History	November 28 - December 22, 2022 November 28 - December 2, 2022 December 5 - 9, 2022 December 12 - 16, 2022 December 14 - 22, 2022	CBT/PBT	90 minutes	One week after testing window closes

6. Estimates of Total Testing Time by Grade Level

Estimates of average time for administering state-required and district-required assessments (listed in Sections 3 and 5 above) by grade level. Subject-based assessments should be included with the grade level to which they are most likely to be administered (e.g., Biology 1 with grade 9).

Grade Level	Statewide Assessments[1]			District Assessments[1]			Approximate Total Testing Time (In Minutes)
	Range of Minutes	Median Number of Minutes	% Net Instructional Time[2]	Range of Minutes	Median Number of Minutes	% Net Instructional Time[2]	
VPK	30–60	45	0.10%				45

Uniform Statewide Assessment Calendar

Grade Level	Statewide Assessments[1]			District Assessments[1]			Approximate Total Testing Time (In Minutes)
	Range of Minutes	Median Number of Minutes	% Net Instructional Time[2]	Range of Minutes	Median Number of Minutes	% Net Instructional Time[2]	
K	90–150	120	0.28%	0	0	0%	120
1	90–150	120	0.28%	120	120	0.28%	240
2	105–150	127.5	0.30%	120	120	0.28%	247.5
3	560	560	1.30%	300	300	0.69%	860
4	720	720	1.04%	300	300	0.56%	1020
5	620	620	1.33%	480	480	0.89%	1100

[1] In accordance with Senate Bill 2524 § 45 (Chapter 2022-154, § 45, Laws of Florida), the Department must collect from each school district, by grade level, the range and median number of minutes per school year, including as a percentage of net instructional time, students in prekindergarten through grade 5 spend on district-required assessments and coordinated screening and progress monitoring and state-required assessments and coordinated screening and progress monitoring.

[2] The percent net instructional time is based on 43,200 instructional minutes per school year for VPK through grade 3 and on 54,000 instructional minutes per school year for grades 4 through 5, per s. 1011.61, F.S.

Grade Level	Statewide Assessments	District Assessments	Approximate total Testing Time (In Minutes)
6	620	300	920
7	780	480	1260
8	780	635	1415
9	620	390	1010
10	460	570	1030
11	320+175/180 [1]	180	520
12	0	0	0?

[1] The amount of time for grade 11 statewide assessments will depend on whether a district selects ACT or SAT. If ACT, use 335 minutes (160 + 175) for the grade 11 Statewide Assessments cell. If SAT, use 340 minutes (160 + 180) for the grade 11 Statewide Assessments cell.

AGENDA ITEM NO. 9.22

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of Bayshore High School Track Resurfacing and Press Box - Change Order - 1 Final - Agreement Between Owner and P.J. Hayes, Inc., d.b.a. Tandem Construction, Reduction in the Amount of $1,712.78

Executive Summary
The purpose of the requested action is to approve Change Order 1 Final to the Agreement between Owner and P.J. Hayes, Inc., d.b.a. Tandem Construction, which will decrease the Construction Manager's (CM) contract by the amount of Change Order 1 Final to reconcile the contract and deduct the unexpended Unforeseen Condition Fund in order to close out the project.

The Bayshore High School - Track Resurfacing and Press Box Summary Sheet is attached for reference.

The project was approved in Educational Plant Survey.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 2
Build and maintain district facilities to provide the best quality education and services to our students, staff and community.

Recommendation
The Superintendent recommends approval of Bayshore High School Track Resurfacing and Press Box - Change Order 1 Final - Agreement between Owner and P.J. Hayes, Inc., d.b.a. Tandem Construction, reduction in the amount of $1,712.78.

Financial Impact
The amount of Change Order 1 - Final is a reduction in the amount of $1,712.78. The revised Guaranteed Maximum Price is $1,346,511.31 and is included in the current total project budget of $1,459,175.00. The project is funded by Sales Tax Proceeds.

Contact
Submitting Department: Construction Services
Initiated By: William Horton

Attachments:
BHS Track and Press Box Summary Sheet
BHS Track and Press Box Change Order 1 - Final

Bayshore HS Track Resurfacing & Press Box

PROJECT DIRECTOR: John R. Williams

ARCHITECT/ENGINEER:	Long & Associates Architects	Currently on the District's Continuing Contracts List
CONSTRUCTION MANAGER:	Tandem Construction	Currently on the District's Continuing Contracts List
BUILDING OFFICIAL:	N/A	
PROJECT BUDGET:	$1,459,175.00	(6/22/21) Original Project Budget
	$940,000.00	(02/09/21) Revised Project Budget

HISTORY: In 2017, the District developed a standard for high school tracks and associated amenities and created a capital plan to replace the existing ones. Bayshore High School is in need of athletic track resurfacing. This requires the existing asphalt running track to be replaced with a synthetic rubberized surface in order to reduce injuries and provide a safer training experience for our students. In 2017, Lakewood Ranch HS, Manatee HS, and Palmetto HS athletic tracks were resurfaced. In 2020, Braden River HS athletic tracks were resurfaced. During the District's Comprehensive Facility Assessment, it was determined that a new press box was required. Combining these two elements increases efficiencies and lowers the cost of doing two projects at the same facility.

SCOPE: The scope of work will include, but is not limited to, the installation of a rubberized surface on the existing asphalt athletic track and the replacement of the press box.

INCLUDED IN DOE APPROVED EDUCATIONAL PLANT SURVEY: Yes

INCLUDED IN 5-YEAR WORK PLAN: Yes

ARCHITECT/ENGINEER				
ITEM	**$$**	**Date**	**Board Action**	**Notes**
Auth to Neg:	$ -	October 27, 2020	Approved	Currently on the District's Continuing Contracts List
Agreement:	$ 63,950.00	February 9, 2021	Approved	Architectural / Engineering Services
Amend 1:	$ 12,080.00	May 25, 2021	Approved	Update of Architectureal & Engineering Services
Phase II Plans:	$ -	June 22, 2021	Approved	Construction Documents
TOTAL	$ 76,030.00			

CONSTRUCTION MANAGER				
ITEM	**$$**	**Date**	**Board Action**	**Notes**
Auth to Neg:	$ -	October 27, 2020	Approved	Currently on the District's Continuing Contracts List
Agreement:	$ 2,796.50	February 9, 2021	Approved	Pre-Construction Services
Amend 1:	$ 1,345,427.59	June 22, 2021	Approved	Guaranteed Maximum Price (GMP)
Substantial Completion:	$ -	June 14, 2022	Approved	Substantial Completion
Change Order 1:	$ (1,712.78)	September 13, 2022	Pending	Final Change Order
TOTAL	$ 1,346,511.31			

BUILDING OFFICIAL				
ITEM	**$$**	**Date**	**Board Action**	**Notes**
Agreement:	$ -		N/A	
TOTAL	$ -			

OTHER BOARD WORK				
ITEM	**$$**	**Date**	**Board Action**	**Notes**
	$ -		N/A	
TOTAL	$ -			

SCHOOL BOARD OF MANATEE COUNTY
Department of Construction Services
Change Order

PROJECT: Bayshore High School
Resurfacing & Pressbox Renovation
5401 34th Street W Bradenton FL 34210

TO: (Contractor):
PJ Hayes, Inc. dba
Tandem Construction
5391 Lakewood Ranch Blvd N
Suite 200
Sarasota, FL 34240

CHANGE ORDER NUMBER: 1

CHANGE ORDER DATE:

ARCHITECT'S PROJECT NO: N/A

CONTRACT FOR: General Construction

CONTRACT DATE: 2/9/2021

You are directed to make the following changes in this Contract:

Final change order to return unused Unforeseen Conditions funds	$ (1,712.78)
Total of Summary	$ (1,712.78)

Not valid until signed by both the Owner and Architect.
Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Time.

The original (Guaranteed Maximum Price) was	$ 2,796.50
Net Changes by previously authorized Change Orders and/or Amendments	$ 1,345,427.59
The (Guaranteed Maximum Price) prior to the Change Order was	$ 1,348,224.09
The (Guaranteed Maximum Price) will be decreased by this Change Order	$ (1,712.78)
The new (Guaranteed Maximum Price) including this Change Order will be	$ 1,346,511.31
The Contract time will be unchanged	(0) Days
The date of Substantial Completion as of the date of the Change Order is	April 18, 2022

Long & Associates | Engineers Inc.	PJ Hayes, Inc dba Tandem Constr.	School Board of Manatee County
Architect/Engieer	Construction Manager	Owner
4525 S Manhattan Ave	5391 Lakewood Ranch Blvd N #200	1 Matzke Way
Tampa, FL 33611	Sarasota, FL 34240	Bradenton, FL 34208
By:	By:	By:
Date: 8-8-22	Date: 8/8/22	Date:

AGENDA ITEM NO. 9.23

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval to Accept Donation of Golf Cart for Palmetto High School

Executive Summary
Palmetto High School has received a generous donation of a 2022 EZ Go Golf Cart from Golf Coast Carts for use in the athletic program.

2022 EZ Go Golf Cart
S/N# 119386500122
Estimated value $12,650

A copy of the donation form is attached for review.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Inclusive Culture & Engagement | Goal 4
Enhance parent and community engagement.

Recommendation
The Superintendent recommends approval to accept donation of golf cart for Palmetto High School.

Financial Impact
The amount of $12,650.00 will be added to the District's property records.

Contact
Submitting Department: Property Records/Records Management
Initiated By: Scott Hansen

Attachments:
PHS-Golf Cart

THE SCHOOL DISTRICT OF MANATEE COUNTY, FL
DONATION FORM

SCHOOL/DEPT Palmetto High Ath COST CENTER 0351

Type of Donation: ☐ Cash $_____ ☑ Property

DESCRIPTION OF DONATION (Make, Model, Year/Age, Color)	Serial No.	Donation Fair Market Value	New or Used (N/U)
EZ Go - 2022 - White Golf Cart	1193865 00122	$ 12,650	N
		$	
		$	
		$	
		$	

Contributions made to the School District of Manatee County are deductible under section 170 of the Internal Revenue Service Code if exclusively for public purpose.

I affirm that this property is being legally donated without any liens, debts or riders.

Donor's Signature: Traci Miller Guy Miller Date: 7-27-22

Donor's Name: Guy M. Miller Golf Coast Carts

Address: 1505 8th Ave West

City, State, Zip: Palmetto Florida 34221

Signature of person receiving goods: William Bryan Wilkes Date: 7/25/2022

Administrator Approval Signature: Monica DeLestine Date: 7/27/22

If a value is established at the current fixed asset threshold of $5,000 or more, email completed form to Property Records Supervisor. These items require Board acceptance. If value is below the fixed threshold, keep on file at your site.

FOR PROPERTY RECORDS USE ONLY

Board Approval Yes ☐ Date _____ No ☐ N/A ☐

Property Record Number: _____

AGENDA ITEM NO. 9.24

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of Extension 3 of the Use of the State of Florida Contract #43211500-WSCA-15-ACS, for Computer Equipment, Peripherals, and Services, SDMC No. 15-0074-SM, Continued Procurement for Products and Services, Estimated in the Amount of $2,500,000.00

Executive Summary
The Board previously approved the use of the NASPO ValuePoint Contract #43211500-WSCA-15-ACS for computer equipment, peripherals, and services. The contract has been extended, with the agreement of the suppliers, through February 28, 2023. The District purchases computers, peripherals, and services from authorized resellers/fulfillment subcontractors per the State of Florida agreement. The Information Technology budget accounts for 60% of the expenditures, with the other 40% of the expenditures budgeted through school, special programs, grants, and other funds as needed.

Approval of this agenda item does not indicate immediate or complete expenditure of funds. Funds will only be expended as budget(s) allow. Expenditures for the contract extension period are expected to be in line with the current year's spend. The requested contract extension is valid through February 28, 2023.

Historical expenditures are as follows:
- 2020-2021 $3,462,059.89
- 2021-2022 $2,928,733.46
- YTD 2022-2023 $1,710,307.89

Subsection 6A-1.012(6) F.A.C. (5) allows school boards to purchase from existing proposals of other public entities upon agreement by the awarded vendor(s).

State Board Rule 6A-1.012(14) states, “A district school board, when acquiring, whether by purchase, lease, lease with option to purchase, rental or otherwise, information technology resources, as defined in Section 282.0041(14), Florida Statutes, may make any acquisition through the bid process as described herein or by direct negotiation and contract with a vendor or supplier, as best fits the needs of the school district as determined by the school board.”

This item aligns with the District’s Strategic Plan Goal(s) which state(s):

Technology & Innovation | Goal 1
Maintain a technology refresh plan that provides equitable, sustainable, and relevant technology resources to all students and staff.

Technology & Innovation | Goal 2
Implement and sustain a modernized communication system infrastructure for all schools.

Recommendation
The Superintendent recommends approval of Extension 3 of the use of the State of Florida Contract #43211500-WSCA-15-ACS for computer equipment, peripherals, and services, SDMC No. 15-0074-SM, continued procurement for products and services, estimated in the amount of $2,500,000.00.

Financial Impact
The funding source for this expenditure is Capital, General Fund, Referendum Fund, Grants, and school/department funds and is included in the ~~proposed~~ approved budget for 2022-2023.

Contact
Submitting Departments: Purchasing and Information Technology
Initiated By: Ruth Gruett and Scott Hansen

Attachments:
43211500-WSCA-15-ACS - Contractors by Product Category
Subcontractor_Dealer_Reseller_Information_Form
Subcontractor_Dealer_Reseller_Information_Form_HPE FL PC4

Product Category	Contractors
1 - Desktops	Apple Inc. Dell Marketing LP Howard Industries Inc. dba Howard Technology Solutions HP, Inc. (Front Office Products) Lenovo (United States), Inc.
2 - Laptops	Apple Inc. Dell Marketing LP Howard Industries Inc. dba Howard Technology Solutions HP, Inc. (Front Office Products) Lenovo (United States), Inc. Microsoft Panasonic
3 - Tablets	Apple Inc. Dell Marketing LP Howard Industries Inc. dba Howard Technology Solutions HP, Inc. (Front Office Products) Lenovo (United States), Inc. Microsoft Panasonic
4 - Servers	Dell Marketing LP Howard Industries Inc. dba Howard Technology Solutions HP Enterprise (Back Office Products) IBM Corporation Lenovo Global Technology (United States), Inc.
5 - Storage	Dell Marketing LP EMC Corporation Howard Industries Inc. dba Howard Technology Solutions HP Enterprise (Back Office Products) IBM Corporation Lenovo Global Technology (United States), Inc. NetApp, Inc. Pure Storage Inc.

Department of MANAGEMENT SERVICES
Division of State Purchasing

Subcontractor/Dealer/Reseller Information Form

Contract Name: Computer Equipment, Peripherals, and Services
Contract Number: 43211500-WSCA-15-ACS
Contractor Name: HP Inc. (Front Office Products)

*** PLEASE RETURN THIS FORM TO DMS IN EXCEL FORMAT ONLY ***

*Counties Served: If the subcontractor/dealer/reseller does not provide products/services statewide, press **Ctrl + M** to unhide the columns after Column M (Approved Date) and select 'Y' for each county served; press **Ctrl + Q** to rehide the columns.*

Subcontractor/Dealer/Reseller Name	Website	Contact Name	Email	Phone	ext.	Address	City	State	Zip	+4	Counties Served *(SEE ABOVE)*	Approved Date (DMS USE ONLY)
Agilant Solutions, Inc. DBA Computer System Support	www.cssfla.com	Mark Romanowski	mromanowski@GoAgilant.com	866-308-3920		48 West 37th Street	New York	NY	10018		Statewide	9/30/2015
Broadway Typewriter Company, Inc.	www.areyjones.com	Erica Eichmann	erica.eichmann@areyjones.com	800-998-9199		1055 6th Avenue, Suite 101	San Diego	CA	92101		Statewide	9/30/2015
CDW Logisitcs, Inc.	www.cdw.com	Ashley DiCiucio	ashlgri@cdw.com	312-705-5542		230 N Milwaukee Avenue	Vernon Hills	IL	60061		Statewide	9/30/2015
MRA International, Inc	www.mrainternational.com	Angelo Tirone	angelo@mrainternational.com	732-222-0997		295 Morris Ave Ste 101	Long Branch	NJ	07740		Statewide	8/23/2021
Office Management Systems, Inc.	www.logistasolutions.com	Randy S. Greene	rgreene@logistasolutions.com	205 565-2229		750 S. Northlake Blvd. Suite 1012	Altamonte Springs	FL	32701		Statewide	9/30/2015
PC Connection	www.connection.com	Patrick Leary	pleary@govconnection.com	800-800-0019	33225	1001 Yamato Rd, Ste 200	Boca Raton	FL	33431		Statewide	9/30/2015
Southern Computer Warehouse, Inc.	www.scw.com	Brenna Taylor	Brenna.Taylor@scw.com	877-468-6729		306 Grove Circle	Avon Park	FL	33825		Statewide	9/30/2015
Strictly Technology LLC	www.strictlytech.com	Frazer Langley	info@strictlytech.com	954-606-5440		2300 NW 55th Court	Fort Lauderdale	FL	33309		Statewide	9/30/2015
United Data Technologies Inc.	www.udtonline.com	Tony Cossio	Tony.Cossio@udtonline.com	800-882-9919		8825 NW 21st Terrace	Doral	FL	33172		Statewide	9/30/2015
World Wide Technology Inc	www.wwt.com	Carol Harting	carol.harting@wwt.com	314-569-7000		1 World Wide Way	Saint Louis	MO	63146		Statewide	9/30/2015

Department of MANAGEMENT SERVICES
Division of State Purchasing

Subcontractor/Dealer/Reseller Information Form

Contract Name: Computer Equipment, Peripherals, and Services
Contract Number: 43211500-WSCA-15-ACS
Contractor Name: HP Enterprise (Back Office Products)

*** * * PLEASE RETURN THIS FORM TO DMS IN EXCEL FORMAT ONLY * * ***

Counties Served: If the subcontractor/dealer/reseller does not provide products/services statewide, press ***Ctrl + M*** *to unhide the columns after Column M (Approved Date) and se*

Subcontractor/Dealer/Reseller Name	Website	Contact Name	Email	Phone	ext.	Address	City	State	Zi
Agilant Solutions, Inc. (dba ASI System Integration, Inc.)	www.goagilant.com	Mark Romanowski	mromanowski@asisystem.com	212 736-0111	1224	48 West 37th Street, 4th floor	New York	NY	1001
BlueAlly Technology Solutions	www.blueally com	Hope Jepson	purschaseorders@blueally com	919-249-1500		1255 Crescent Green, Suite 300	Cary	NC	2451
CDW Government	www.cdwg.com	Jumana Dihu	jumdihu@cdwg.com	312-547-2495		120 S. Riverside	Chicago	IL	6067
Champion Solutions Group, Inc.	www championsg.com	Beatrice Vener	bv@championsg.com			791 Park of Commerce Blvd, Suite 200	Boca Raton	FL	3348
Comport Consulting Corp	www.comport.com	Dawn Roos	dawn roos@comport.com	201-236-3727		78 Orchard Street	Ramsey	NJ	0744
Converge Acquistion LLC (dba Corus 360)	www.corus360.com	Lynda Thomas	lthomas@corus360.com	704-414-6971		130 Technology Pkwy	Norcross	GA	3009
Converge Technology Solutions US, LLC	www.corus360.com	Lynda Thomas	lthomas@corus360.com	704-414-6971		130 Technology Parkway	Norcross	GA	3009
Dasher Technologies, Inc.	www.dasher.com	Angela Armstrong	angela.armstrong@dasher.com	866-898-9506		655 Campbell Technology Parkway, Suite 150	Campbell	CA	9500
DSM Technology Consultants, LLC	www.dsm net	Karl Muehlberger	kmuehlberger@dsm net	863-802-8888		6810 New Tampa Highway, Suite 600	Lakeland	FL	3381
Flagler Technologies	www flagler io	Laura Wagner	info@flagler.io	561 229-1601		5295 Town Center Rd	Boca Raton	FL	3348
GovC (Connection Public Sector)	www.connection.com/ps	Brianna Pappas	brianna pappas@connection com	800-800-0019	33767	732 Milford Road	Merrimack	NH	0305
High Performance Technologies, Inc.	www.highperftech com	Charlie Bosco	charlie.bosco@highperftech com	772 285-4474		1908 SW Woodside Place	Palm City	FL	3499
Insight Public Sector, Inc.	www.insight.com	Pam Potter	pam potter@insight.com	630-924-6810		2250 Pinehurst Boulevard, Suite 200	Addison	IL	6010
Modcomp, Inc. (dba CSPi Technology Solutions)	www cspi.com	Nick Monfreda	nick.monfreda@cspi.com	954-571-4646		1182 East Newport Center Drive	Deerfield Beach	FL	3344
MRA International, Inc		Martin Castagnetta	sales@amrainternational com	866-519-1555		295 Morris Ave	Long Branch	NJ	0774
Office Management Systems (dba Logista)	www logistasolutions.com	Randy S. Greene	rgreene@ ogistasolutions.com	205-565-2229		5911 Greenwood Parkway	Bessemer	AL	3502
P C. Specialists, Inc. (dba Technology Integration Group)	www tig.com	Georgia Vasilion	contractadmin@tig.com	562-279-0950	4962	10240 Flanders Court	San Diego	CA	9212
PC Solutions & Integration, Inc.	www pcsusa net	Frank Rodriguez	frank@pcsusa net	305-667-0633		4937 SW 75 Avenue	Miami	FL	3315
Presidio Networked Solutions LLC	www presidio.com	Portia Speight	pspeight@presid.o.com	301 313-2028		5337 Millenia Lakes Blvd., Suite 300	Orlando	FL	3283
Prosys Information Systems	www.computacenter.com	Matt Girardot	matt.girardot@computacenter com	678-268-9067		6025 The Corners Parkway Suite 120	Norcross	GA	3009
SHI International Corp	www.sh .com	Gary Wilson	Gary_Wilson@SH com	732-652 3081		290 Davidson Avenue	Somerset	NJ	0887
TouchPoint, Inc.	www touchpoint-inc.com	Kenneth Harper	kharper@touchpo rt-inc.com	904-519-9933		10199 Southside Blvd., Suite 203	Jacksonville	FL	3225
United Data Technologies	www udtonline.com	Mariana Lugaro	mariana lugaro@udtonline.com	305-882-0435		8825 NW 21st Terrace	Doral	FL	3317
Veristor Systems, Inc.	www veristor.com	Murray Granger	murray.granger@veristor com	678-990-1593		4850 River Green Parkway	Duluth	GA	3009
Verteks Consulting	https.//www verteks.com	Don Gulling	dgulling@verteks.com	352-401-0909		2100 SW 22nd Place	Ocala	FL	3447
Vology, Inc.	www vology com	Matt McColgan	mmccolgan@vology.com	813-490-7054		15950 Bay Vista Dr	Clearwater	FL	3376
World Wide Technology	https://www2 wwt.com/	Carol Harting	carol harting@wwt.com	314-995-6103		1 World Wide Way	St. Louis	MO	6314

AGENDA ITEM NO. 10.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting

Title
Public Hearing for Consideration to Amend School Board Policies

Executive Summary
Public Hearing for the Board to hear public comments regarding the proposed amendments to the following School Board policies and answer questions related thereto.

Policy 1213/3213/4213 - Student Supervision and Welfare (Revised)

Policy 1590/3590/4590 - Personnel File (Revised)

Policy 2520 - Selection and Adoption of Instructional Materials (Revised)

Policy 5780 - Student/Parent Rights (Revised)

Policy 8141 - Mandatory Reporting of Misconduct (Revised)

Policy 8405 - School Safety and Security (Revised)

On July 26, 2022, the Board approved of advertising a Notice of Intent to amend School Board policies and setting a Public Hearing. On July 31, 2022, an advertisement appeared in the Bradenton Herald, which assures compliance with the provision of section 120.54 (3)(a) 1, Florida Statues (2021).

Policies will be electronically published, hyperlinked and keyword searchable.

The proposed policy amendments and new policies are attached and can also be viewed on the District's website at www.manateeschools.net.

Contact
Submitting Department: Administration
Initiated By: Kevin Chapman

Attachments:
2022-07-26 Policies for September 13, 2022 Public Hearing

Approval of Advertising a Notice of Intent to Amend School Board Policies and Setting a Public Hearing at the Board Meeting on September 13, 2022

Policy 1213/3213/4213 - Student Supervision and Welfare (Revised)

- Revision due to recently passed legislative HB1557(2022)

Policy 1590/3590/4590 - Personnel File (Revised)

- Revision due to recently passed legislative HB131(2021)

Policy 2520 - Selection and Adoption of Instructional Materials (Revised)

- Revision due to recently passed legislative HB1467

Policy 5780 – Student/Parent Rights (Revised)

- Revision due to recently passed legislative HB15597(2022)

Policy 8141 - Mandatory Reporting of Misconduct (Revised)

- Revision due to recently passed legislative HB131(2021)

Policy 8405 - School Safety and Security (Revised)

- F.A.C. Rule 6A-1.0018 requires "Districts" to establish policies that explain the process the School Safety Specialist will use to identify instances of noncompliance at a school with a requirement in this rule, or other state law or rules relating to safety. The revisions to this policy are intended to provide more targeted information identifying processes that will be employed by the School Safety Specialist to identify and correct instances of noncompliance.

1213 - **STUDENT SUPERVISION AND WELFARE**

Each administrator shall maintain a standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities which include, but are not limited to, the following:

A. An administrator shall report immediately any accidents or safety hazards about which s/he is informed or detects to his/her supervisor as well as to other authorities or District staff members as may be required by established policies and procedures.

B. An administrator shall report unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to their supervisor and any applicable local public safety agencies and/or school officials in accordance with Policy 8406 - *Reports of Suspicious and Potential Threats to Schools.*

C. An administrator shall require staff under his/her supervision to provide proper instruction in safety matters as presented in assigned course guides.

D. An administrator shall not send students on any non-school related errands.

E. **An administrator shall encourage a student to discuss issues relating to the student's well-being with the student's parent, or shall facilitate the student's discussion of the issue with the parent.**

F. **An administrator shall notify the parent of a student if there is a change in the student's services or monitoring related to the student's mental, emotional, or physical health or well-being and in the school's ability to provide a safe and supportive learning environment for the student. Notice shall be made as soon as reasonably possible. The administrator shall make a good faith effort to speak with the parent either in person or by telephone, with follow-up written notice by e-mail or U.S. mail.**

G. **An administrator may not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.**

H. An administrator shall not inappropriately associate with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve illegal substances such as drugs, alcohol, or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

I. An administrator shall not knowingly distribute to a minor any material that is obscene and harmful to minors, as defined in F.S. 847.012, in any format and/or by any manner. An administrator who knowingly distributes any such material to a minor also commits a felony under State law and is subject to disciplinary action up to and including termination.

J. An administrator shall not disclose personally identifiable information about a student to third persons unless specifically authorized by law or the student's parent(s) to do so.

K. An administrator who is transporting a student should not do so unless accompanied by another adult.

L. A student shall not be required to perform work or services that may be detrimental to his/her health.

M. Administrators are discouraged from engaging students in social media and online networking media, including but not limited to such as Facebook, Twitter, Snapchat, Instagram, etc.

N. Administrators are expressly prohibited from posting any video or comment pertaining to any student on social network sites or similar forums, such as YouTube.

Since most information concerning a child in school is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

Pursuant to the laws of the State, each administrator shall report to the proper legal authorities immediately any sign of suspected child abuse, abandonment, or neglect.

Revised 10/23/18
Revised 8/11/20
Revised 1/25/22

F.S. 119.011
F.S. 847.012
F.S. 1001.42
F.S. 1001.51
F.S. 1002.22
F.S. 1003.32
F.S. 1006.07
20 U.S.C. 1232
34 C.F.R. Part 99

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Each instructional staff member shall maintain a standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities which include, but are not limited to, the following:

A. An instructional staff member shall report immediately to a building administrator any accidents or safety hazards s/he detects.

B. An instructional staff member shall report unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to their supervisor and any applicable local public safety agencies and/or school officials in accordance with Policy 8406 - *Reports of Suspicious Activity and Potential Threats to Schools*.

C. An instructional staff member shall provide proper instruction in safety matters as presented in assigned course guides.

D. An instructional staff member shall not send students on any non-school-related errands.

E. **An instructional staff member shall encourage a student to discuss issues relating to the student's well-being with the student's parent, or shall facilitate the student's discussion of the issue with the parent.**

F. **An instructional staff member shall advise and consult with the principal if there is a change in a student's services or monitoring related to a student's mental, emotional or physical health or well-being and the school's ability to provide a safe and supportive learning environment for the student. The staff member shall assist the principal in notifying the parent of any such change.**

G. **An instructional staff member shall not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.**

H. An instructional staff member shall not inappropriately associate with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve illegal substances such as drugs, alcohol, or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

I. An instructional staff member shall not knowingly distribute to a minor any material that is obscene and harmful to minors, as defined in F.S. 847.012, in any format and/or by any manner. An instructional staff member who knowingly distributes any such material to a minor also commits a felony under State law and is subject to disciplinary action up to and including termination.

J. An instructional staff member shall not transport students in a private vehicle without approval of the principal and unless accompanied by another adult.

K. A student shall not be required to perform work or services that may be detrimental to his/her health.

L. Staff members are discouraged from engaging students in social media and online networking media, including but not limited to Facebook, Twitter, Snapchat, **Instagram,** etc.

M. Staff members are expressly prohibited from posting any video or comment pertaining to any student on social network sites or similar forums, such as YouTube.

Since most information concerning a child in school, other than directory information described in Policy 8330, is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil

liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

Pursuant to the laws of the State, each instructional staff member shall report to the proper legal authorities immediately any sign of suspected child abuse, abandonment, or neglect.

Revised 10/23/18
Revised 1/25/22

F.S. 119.011
F.S. 847.012
F.S. 1001.42
F.S. 1001.51
F.S. 1002.22
F.S. 1003.32
F.S. 1006.07
20 U.S.C. 1232
34 C.F.R. Part 99

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Each support staff member shall maintain a standard of care for the supervision, control, and protection of students commensurate with assigned duties and responsibilities which include, but are not limited to, the following:

A. A support staff member shall report immediately to a building administrator any accidents or safety hazards s/he detects.

B. A support staff member shall report unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to their supervisor and any applicable local public safety agencies and/or school officials in accordance with Policy 8406 - *Reports of Suspicious Activity and Potential Threats to Schools*.

C. A support staff member shall not send students on any non-school related errands.

D. **A support staff member shall encourage a student to discuss issues relating to the student's well-being with the student's parent, or shall facilitate the student's discussion of the issue with the parent.**

E. **A support staff member shall advise and consult with the principal if there is a change in a student's services or monitoring related to a student's mental, emotional or physical health or well-being and the school's ability to provide a safe and supportive learning environment for the student. The support staff member may assist the principal in notifying the parent of any such change.**

F. **A support staff member shall not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.**

G. A support staff member shall not inappropriately associate with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve illegal substances such as drugs, alcohol, or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

H. A support staff member shall not knowingly distribute to a minor any material that is obscene and harmful to minors, as defined in F.S. 847.012, in any format and/or by any manner. A support staff member who knowingly distributes any such material to a minor also commits a felony under State law and is subject to disciplinary action up to and including termination.

I. A support staff member shall not transport students in a private vehicle without the approval of a building administrator.

J. A student shall not be required to perform work or services that may be detrimental to his/her health.

K. Staff members are discouraged from engaging students in social media and online networking media, including but not limited to Facebook, Twitter, Snapchat**, Instagram,** etc.

L. Staff members are expressly prohibited from posting any video or comment pertaining to any student on social network sites or similar forums, such as YouTube.

Since most information concerning a child in school, other than directory information described in Policy 8330, is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

Pursuant to the laws of the State, each support staff member shall report to the proper legal authorities, immediately, any sign of suspected child abuse, abandonment, or neglect.

Revised 10/23/18
Revised 1/25/22

F.S. 119.011
F.S. 847.012
F.S. 1001.42
F.S. 1001.51
F.S. 1002.22
F.S. 1003.32
F.S. 1006.07
20 U.S.C. 1232
34 C.F.R. Part 99

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1590 - **PERSONNEL FILE**

It is necessary for the orderly operation of the School District to prepare a personal information system for the retention of appropriate files bearing upon an employee's duties and responsibilities to the District and the District's responsibilities to the employee.

The School Board requires that sufficient records exist to determine an employee's qualifications for the job held, compliance with Federal, State, and local benefit programs, conformance with District rules, and evidence of completed evaluations. Such records will be kept in compliance with the laws of the State of Florida. Materials relating to work performance, discipline, suspension, or dismissal will be reduced to writing and signed by a person competent to know the facts or make the judgment. The resignation or termination of an employee before an investigation of alleged misconduct by the employee affecting the health, safety, or welfare of a student is concluded must be clearly indicated in an employee's personnel file.

The term personnel file as used in this section shall mean all records, information, data, or materials maintained by a public school system, in any form or retrieval system whatsoever, with respect to any of its instructional staff, which are uniquely applicable to that employee, whether maintained in one (1) or more locations.

Only that information which pertains to the professional role of the employee and submitted by duly authorized school administrative personnel and the Board may be entered in the official record file.

Pursuant to State law, a complaint of misconduct against a District employee, and all information obtained pursuant to an investigation by the District of the complaint of misconduct, are confidential and exempt from inspection or copying until the investigation ceases to be active, or until the District provides written notice to the employee who is the subject of the complaint, in the manner set forth below, that the District has either:

A. concluded the investigation with a finding not to proceed with disciplinary action or file charges, or

B. concluded the investigation with a finding to proceed with disciplinary action and/or to file charges. If the investigation results in such a finding, the District shall also file a legally sufficient complaint regarding the misconduct as required by State law and Policy 8141 - Mandatory Reporting of Misconduct by Certificated Employees.

Notwithstanding F.S. 1012.31(3)(a)1, 1012.796(4), and this policy, within twenty-four (24) hours after a law enforcement agency provides the Superintendent with written notification pursuant to F.S. 1012.797 that a District employee has been arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the Principal shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

Materials relating to work performance, discipline, or dismissal must be reduced to writing and signed by an individual competent to know the facts or make the judgment. In cases of separation due to termination or resignation in lieu of termination, the person shall execute and maintain an affidavit of separation, on the form adopted by the Florida Department of Education, setting forth in detail the facts and reasons for such separation. The affidavit must expressly disclose when separation is due to a report of sexual misconduct with a student. The affidavit of separation must be executed under oath and constitutes an official statement within the purview of F.S. 837.06. The affidavit of separation must include conspicuous language that intentional false execution of the affidavit constitutes a misdemeanor of the second degree.

Regardless of the status of an investigation, any legally sufficient complaint will be filed in writing with Florida Department of Education (FLDOE) within thirty (30) days after the date on which the subject matter of the complaint comes to the attention of the District pursuant to F.S. 1012.796(1, d, 1). A complaint is legally sufficient if it contains ultimate facts that show a violation has occurred as provided in F.S. 1012.795 and defined by rule of the State Board of Education.

Any material that is derogatory to an employee shall not be open to inspection for an additional ten (10) days after the employee has been notified either:

A. by certified mail, return receipt requested, to the employee's ~~his/her~~ address of record; or

B. by personal delivery. The employee's signature on a copy of the materials to be filed shall be proof that such materials were given to the employee, with the understanding that such signature merely signifies receipt and does not necessarily indicate agreement with its contents.

No record in a personnel file which is confidential and exempt from inspection and copying pursuant to applicable law shall be disclosed except as provided by applicable law.

The Superintendent shall maintain a record in each personnel file of those persons reviewing the files each time they are reviewed.

A copy of each such entry shall be given to the employee upon request.

The employee shall have access to the employee's ~~his/her~~ file upon request.

The related procedures manual is entitled Personnel File Procedures.

Revised 9/10/19
Revised 5/24/22

F.S. 119.011
F.S. 119.07
F.S. 119.071
F.S. 1012.31
F.S. 1012.797

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3590 - **PERSONNEL FILE**

It is necessary for the orderly operation of the School District to prepare a personal information system for the retention of appropriate files bearing upon an employee's duties and responsibilities to the District and the District's responsibilities to the employee.

The School Board requires that sufficient records exist to determine an employee's qualifications for the job held, compliance with Federal, State, and local benefit programs, conformance with District rules, and evidence of completed evaluations. Such records will be kept in compliance with the laws of the State of Florida. Materials relating to work performance, discipline, suspension, or dismissal will be reduced to writing and signed by a person competent to know the facts or make the judgment. The resignation or termination of an employee before an investigation of alleged misconduct by the employee affecting the health, safety, or welfare of a student is concluded must be clearly indicated in an employee's personnel file.

The term personnel file as used in this section shall mean all records, information, data, or materials maintained by a public school system, in any form or retrieval system whatsoever, with respect to any of its instructional staff, which are uniquely applicable to that employee, whether maintained in one (1) or more locations.

Only that information which pertains to the professional role of the employee and submitted by duly authorized school administrative personnel and the Board may be entered in the official record file.

Pursuant to State law, a complaint of misconduct against a District employee, and all information obtained pursuant to an investigation by the District of the complaint of misconduct, are confidential and exempt from inspection or copying until the investigation ceases to be active, or until the District provides written notice to the employee who is the subject of the complaint, in the manner set forth below, that the District has either:

A. concluded the investigation with a finding not to proceed with disciplinary action or file charges, or

B. concluded the investigation with a finding to proceed with disciplinary action and/or to file charges. If the investigation results in such a finding, the District shall also file a legally sufficient complaint regarding the misconduct as required by State law and Policy 8141 - Mandatory Reporting of Misconduct by Certificated Employees.

Notwithstanding F.S. 1012.31(3)(a)1, 1012.796(4), and this policy, within twenty-four (24) hours after a law enforcement agency provides the Superintendent with written notification pursuant to F.S. 1012.797 that a District employee has been arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the Principal shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

Materials relating to work performance, discipline, or dismissal must be reduced to writing and signed by an individual competent to know the facts or make the judgment. In cases of separation due to termination or resignation in lieu of termination, the person shall execute and maintain an affidavit of separation, on the form adopted by the Florida Department of Education, setting forth in detail the facts and reasons for such separation. The affidavit must expressly disclose when separation is due to a report of sexual misconduct with a student. The affidavit of separation must be executed under oath and constitutes an official statement within the purview of F.S. 837.06. The affidavit of separation must include conspicuous language that intentional false execution of the affidavit constitutes a misdemeanor of the second degree.

Regardless of the status of an investigation, any legally sufficient complaint will be filed in writing with Florida Department of Education (FLDOE) within thirty (30) days after the date on which the subject matter of the complaint comes to the attention of the District pursuant to F.S. 1012.796(1, d, 1). A complaint is legally sufficient if it contains ultimate facts that show a violation has occurred as provided in F.S. 1012.795 and defined by rule of the State Board of Education.

Any material that is derogatory to an employee shall not be open to inspection for an additional ten (10) days after the employee has been notified either:

A. by certified mail, return receipt requested, to the employee's ~~his/her~~ address of record; or

B. by personal delivery. The employee's signature on a copy of the materials to be filed shall be proof that such materials were given to the employee, with the understanding that such signature merely signifies receipt and does not necessarily indicate agreement with its contents.

No record in a personnel file which is confidential and exempt from inspection and copying pursuant to applicable law shall be disclosed except as provided by applicable law.

The Superintendent shall maintain a record in each personnel file of those persons reviewing the files each time they are reviewed.

A copy of each such entry shall be given to the employee upon request.

The employee shall have access to the employee's ~~his/her~~ file upon request.

The related procedures manual is entitled Personnel File Procedures.

Revised 9/10/19
Revised 5/24/22

F.S. 119.011
F.S. 119.07
F.S. 119.071
F.S. 1012.31
F.S. 1012.797

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Revised 9/10/19
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F.S. 119.011
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F.S. 1012.797

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2520 - SELECTION AND ADOPTION OF INSTRUCTIONAL MATERIALS

The School Board adopts courses of study pursuant to State law. When adopting courses of study, State law also requires the Board to adopt and provide adequate instructional materials to students enrolled in the District.

"Adequate instructional materials" means a sufficient number of student or site licenses or sets of materials that are available in bound, unbound, kit, or package form and may consist of hard-backed or soft-backed textbooks, electronic content, consumables, learning laboratories, manipulatives, electronic media, and computer courseware or software that serves as the basis for instruction for each student in the core courses of mathematics, language arts, social studies, science, reading, and literature.

Furthermore, Federal law requires the Board to provide accessible instructional materials as specified in a student's Individualized Education Program (IEP). Such accessible instructional materials may be of a type or in a format as specified in the definition of adequate instructional materials in this policy.

As required by State law, instructional materials adopted and used in the District shall be consistent with the goals and objectives in the District's adopted course of study and with the course descriptions established by State Board rule. The Board is responsible for the content of all instructional materials and any other materials used in a classroom, made available in a school library, or included on a reading list. Upon written request, an individual will be provided access to material or books specified in the written request that are maintained in a District library if such material or books are available for review. The school principal shall arrange for a convenient time to provide such access.

The Superintendent shall develop administrative procedures that set forth a process to involve staff in the review and evaluation of instructional materials. The staff involved in this process shall recommend to the Superintendent for submission to the Board for adoption the instructional materials that address the goals and objectives for adopted courses of study and the course descriptions established by State Board rule. The instructional materials shall be from the State-adopted instructional materials list if there has been a State adoption or from publishers and other resources if there has not been a State adoption.

The Superintendent's procedures shall also prescribe the process for the acquisition, management, use, accountability, and reporting requirements of all instructional materials.

Adoption of Instructional Materials

Prior to submitting a recommendation to the Board regarding the recommended instructional materials, those materials will be accessible for review online for at least twenty (20) calendar days prior to the open publicly noticed meeting at which a public hearing will be held so that the Board can receive comment, if any, about the instructional material under consideration for adoption. The Superintendent shall establish reasonable safeguards against the unauthorized use, reproduction, and distribution of the instructional material under consideration.

Following the public hearing, the Board may act upon the Superintendent's recommendation to adopt the instructional materials.

At an open publicly noticed meeting following the meeting at which the instructional material is adopted, the Board shall consider a recommendation to approve an annual instructional materials plan that identifies any instructional materials to be purchased pursuant to the instructional materials review process described herein.

The Superintendent shall maintain a list of all adopted instructional materials.

Purchase of Instructional Materials

Following adoption by the Board, requisitions shall be issued to purchase current instructional materials from the State-adopted instructional materials list so that each student in kindergarten through grade 12 will have a major tool of instruction in core courses of the subject areas of mathematics, language arts, science, social studies, reading, and literature. Any materials purchased shall be free of pornography and material prohibited under F.S. 847.012, suited to student needs and their ability to comprehend the material presented, and appropriate for the grade level and age group for which the materials are used or made available.

Requisitions shall also be issued to purchase instructional materials that will be the major tool of instruction for subjects in the State Course Code Directory for which the Board has adopted courses of study, but for which there are no materials on the State-adopted instructional materials list.

The Superintendent shall approve these purchases.

In any year in which the total instructional materials allocation for District has not been expended or obligated prior to June 30th, the unobligated amount shall be carried forward and added to the next year's allocation.

The District shall maintain on its website a current list of instructional materials, by grade level, purchased by the District.

Presentations to Students

Presentations to individuals or students by outside groups are deemed to be instructional, and as such, are subject to principal approval. These presentations must support the District curriculum and be approved by the principal in writing.

Achieving Desired Results from Instructional Materials

To achieve the desired results, the instructional materials must conform to the following:

A. be used as designed, including the recommended protocols of the time required;

B. support the current Florida State standards and District curriculum;

C. be culturally relevant;

D. be used in such a way that appropriate instructional practices meet the needs of all students, included ESE (Exceptional Student Education), ELL (English Language Learners), and gifted;

E. be the most current materials whether adopted, non-adopted, or ancillary;

F. contribute to achieving the District's mission and strategic objectives;

G. be included as part of teachers' lesson plans.

Criteria for Evaluation of Instructional Materials

As an inherent condition of employment, all instructional personnel must ensure that any materials used with student meet the criteria as follows:

A. support or contribute to achieving the School District's mission, core values, and strategic objectives;

B. provide an accurate portrayal of ethic, socioeconomic, cultural, and racial diversity in our society;

C. are accurate, objective, current, age appropriate, and suited to the academic needs, reading levels, and comprehension levels of students, including ESE, ELL, and gifted;

D. meet the State and District standards;

E. are free of pornography or materials that is otherwise prohibited by Florida statute.

Use of Electronic Media

A. Instructional staff are required to be knowledgeable of the current School District's procedures regarding the Motion Picture Association of America (MPAA) Rating System for DVDs and other commercially produced non-print electronic media.

B. The MPAA Rating System is defined as follows:

1. G – Movie suitable for all ages

2. PG – Parental guidance suggested – Contains mature themes, may not be suitable for young children.

3. PG 13 – Parents strongly cautioned – Contains mature themes, may not be suitable for children under thirteen (13) years old.

4. R – Restricted – Contains mature themes (usually sex, violence, or profanity). Children under seventeen (17) not admitted without an adult.

5. NC17 – No children under seventeen (17) admitted.

C. Instructional staff must adhere to rules for using DVDs and other commercially produced electronic medial in the District. The use of electronic media must be relevant to the District curriculum and reflected in the lesson plan.

1. If films having a rating other than G are to be used at the elementary school level, the principal must approve the use and parental permission forms signed by the parent or legal guardian must be on file for each electronic medial title prior to its showing. Teachers will offer parents an opportunity to preview the materials.

2. If films having a rating other than G or PG are to be used at the middle school level, the principal must approve the use and parental permission forms signed by the parent or legal guardian must be on file for each electronic media title prior to its showing. Teachers will offer parents an opportunity to preview the materials.

3. If films having a rating other than G, PG, or PG-13 are to be used at a high school level, the principal must approve the use and parental permission forms signed by the parent or legal guardian must be on file for each electronic media title prior to its showing. Teachers will offer parents an opportunity to preview the materials.

Inventory of Adopted and District Wide Instructional Materials

A. An annual inventory of all State adopted and District approved instructional materials and related teacher support materials for those items (not including consumables) shall be completed by each school site. This inventory includes materials purchased for use in place of State adopted items. The annual instructional materials inventory shall be completed through the District's approved software program for textbook inventory.

B. Each school shall complete and submit reports showing "0" quantity of unaccounted titles along with a list of lost/unaccounted materials to the District Instructional Materials Office to substantiate that the school's instructional materials inventory is complete. Items marked as "unaccounted for" shall remain marked as such in the inventory record for the duration of the adoption for the subject.

Accountability

A. Each District school is accountable to the Board for the replacement or reimbursement of all lost State adopted and District recommended instructional materials.

B. If a student fails to pay for lost or damaged instructional materials either through monetary payment or community service, the principal may suspend the student from participating in extra-curricular activities until the obligation is satisfied.

C. All instructional materials purchased with District or school funds remain the property of the School District and must be retained at the site. Teachers to whom materials are checked out must return these materials before transferring to another school or leaving the District. Teachers will be required to pay for lost or damaged materials. If they do not make adequate restitution, they will be subject to disciplinary action. Materials lost by students or teachers will be replaced by the purchase of a duplicate copy in good condition for the first two (2) years after being marked lost or until the end of the adoption whichever comes first or payment of 100% of the original cost. This obligation shall remain open and active until satisfied.

D. Each school principal shall provide information regarding responsibility about and the value of loaned instructional materials to parents, students, and teachers. The District's "Code of Student Conduct" will include reference to the student's responsibility for lost books. The school will ensure that the school's teacher handbook includes reference to the teacher's responsibility regarding instructional materials loaned to them for use.

E. The following Florida statute should be included in both student and teacher handbooks. Responsibility of students and parents for instructional materials are as follows:

    1. All instructional materials purchased under the provisions of this part are the property of the District. When distributed to the students, these instructional materials are on loan to the students while they are pursuing their courses of study and are to be returned at the direction of the school principal or the teacher in charge. Each parent of a student to whom or for whom instructional materials have been issued, is liable for any loss or destruction of, or unnecessary damage to, the instructional materials or for failure of the student to return the instructional materials when directed by the school principal or the teacher in charge and shall pay for such loss, destruction, or unnecessary damage as provided by law.

    2. Nothing in this part shall be construed to prohibit parents from exercising their right to purchase instructional materials from the School District.

Sale of Instructional Materials

A. The Board does not keep an inventory of instructional materials used in the District's schools for loan or sale to community members.

B. Those wishing to purchase copies of the textbooks used by the students in the School District should contact the Board Instructional Materials Office where assistance in procuring the appropriate materials will be provided.

Obsolete, Unserviceable or Surplus Instructional Materials

A. Instructional materials may become obsolete, unserviceable, or surplus as follows:

    1. when they are replaced by newly adopted materials;

    2. when the condition of the materials makes them unwanted.

With District level approval through the Instructional Materials Office, schools are encouraged to give their unwanted instructional materials to other public education programs within the District or State, to their teachers to use in developing supplementary teacher materials, to students or others, or to any charitable organization, governmental agency, home education students, or private schools. School District Instructional Materials labels must be removed from any and all surplus materials being received by any organization or individual.

B. District or schools may sell their unwanted instructional materials that are out of adoption to used book dealers, recycling plants, pulp mills, or other persons, firms, or corporations upon such terms as most economically advantageous to the School District.

Replacement and Purchase of Instructional Materials by Students/Parents

Students shall be held responsible for the cost of replacing any instructional materials lost, destroyed, or unnecessarily damaged. Failure to provide payment for the damage or loss may result in the suspension of the student from participation in extra-curricular activities, or the debt may be satisfied by the student performing community service activities at the school site as determined by the school principal.

A student or his/her parent(s) may purchase a copy of the designated course instructional materials, regardless of format, for the District's purchase price, including shipping, plus ten percent (10%).

Cost of materials may be charged for materials used in those activities beyond the basic curriculum in which a student elects to participate, particularly in activities where the product becomes the property of the student.

Process for Parents and Residents to Contest Adoption of Instructional Materials

The following individuals may file an objection to the adoption of a specific instructional material:

A. parents of students in the District; and

B. residents of the county.

For purposes of this policy, "resident" means a resident of the county who has maintained his/her residence in Florida for the preceding year, has purchased a home that is occupied by him/her as his/her residence, or has established a domicile in Florida pursuant to F.S. 222.17.

Filing a Petition

A parent or resident must file a petition with the Board within thirty (30) calendar days after the Board's adoption of specific instructional material on a form provided by the Board. The petition form shall be publicly available by visiting any school in person or by accessing the link on the Board's website. The petition must be signed by the parent or resident, include the required contact information, and state the objection to the instructional material based on the criteria set forth in F.S. 1006.31(2) or 1006.40(3)(d).

Timeframe for Hearing

When the thirty (30) calendar day period following Board adoption of the instructional material in question has expired, the Board will conduct at least one (1) open public hearing before an unbiased and qualified hearing officer for all timely petitions received.

Hearing Officers

Hearing officers are not employees or agents of the District with the exception of any agreement entered into for purposes of conducting the hearings set forth herein. Hearing officers shall be selected annually by the Board from a list of candidates provided by the Superintendent.

Procedures for Hearings

Petitioners will have an adequate and fair opportunity to be heard and present evidence to the hearing officer. Hearings shall be conducted as follows:

A. The petitioner may make an opening statement.

B. The District's representative may make an opening statement.

C. The petitioner may present evidence (including documents and testimony from witnesses) that instructional material does not meet the criteria of F.S. 1006.31(2) or 1006.40(3)(d) if it was selected for use in a course or otherwise made available to students in the School District but was not subject to the public notice, review, comment, and hearing procedures under F.S. 1006.283(2)(b)8., 9., and 11.

D. The District representative may present evidence (including documents and testimony from witnesses) that the instructional material does meet the criteria of F.S. 1006.31(2) or 1006.40(3)(d) if it was selected for use in a course or otherwise made available to students in the School District but was not subject to the public notice, review, comment, and hearing procedures under F.S. 1006.283(2)(b)8., 9., and 11.

E. The petitioner may make a closing statement.

F. The District representative may make a closing statement.

Within fourteen (14) days of the date of the hearing, the hearing officer shall submit a recommended order to the Board. The Board shall consider the recommended order and enter a final order at a publicly noticed Board meeting. If the petitioner proves that instructional material does not meet the criteria required under F.S. 1006.28, or contains prohibited material under that statute, it shall be removed in accordance with Florida law. The Board's decision is final and not subject to further petition or review.

Hearings under this policy are not subject to the provisions of F.S. Chapter 120.

Parent and Resident Objections to Instructional Material Used in Classrooms, Made Available in a School Library, or Included on a Reading List

Parents and residents of the county may object to the use of a specific instructional material in the classroom, made available in a school library, or included on a reading list based on the criteria set forth in F.S. 1006.28(2)(a)2. or F.S. 1014.05(1)(c).

For purposes of this policy, "resident" means a resident of the county who has maintained their residence in Florida for the preceding year, has purchased a home that is occupied them as their residence, or has established a domicile in Florida pursuant to F.S. 222.17.

Parents and residents of the county should make any such objection in writing to the principal identifying the specific instructional material and stating the basis for the objection.

The principal will review the objection and may meet with the teacher or objector, or both, in an attempt to resolve the objection, which may include using an alternative instructional material. If the objection is not resolved to the objector's satisfaction, the principal shall refer the matter to the appropriate District-level curriculum supervisor.

The District-level curriculum supervisor will meet with the objector and attempt to resolve the objection. If the objection is still not resolved to the objector's satisfaction, the matter will be referred for a hearing, using the hearing procedures set forth in Policy 2520.

If the Board finds that the instructional material does not meet the criteria under F.S. 1006.28(2)(a)2.a. or that any other material contains prohibited content under F.S. 1006.28(2)(a)2.b., the district will discontinue use of the material for any grade level or age group for which such use is inappropriate or unsuitable. The decision of the Board shall be final.

Free School-Related Instructional Materials

Free instructional materials may be accepted for classroom and school purposes under conditions that meet all the following criteria:

A. The initiative for securing the materials should be of the type that teachers seek rather than materials forwarded to them to promote the interests of an outside agency.

B. The materials should fill a legitimate purpose of the school curriculum.

C. The advertising feature of the materials should be minimized.

D. Educational films should contain a minimum amount of commercial advertising.

Equipment or Instructional Materials Vendors

The principal may permit vendors to demonstrate and show only that equipment and instructional materials which can be used to improve the instructional program and which are under consideration for purchase by the school.

New Worlds Reading Initiative

The New Worlds Reading Initiative, created by the Florida Department of Education, provides high-quality, free books directly to K-5 students who score below a level 3 in the preceding year's statewide English Language Arts Assessment (ELA), or having a substantial reading deficiency. The school district must notify parents of eligible students in writing and provide them with the application form, which must allow for the selection of specific book topics or genres for the student. The district must coordinate monthly book deliveries with the program administrator beginning no later than October and continuing through at least June. However, for the 2021-2022 school year only, delivery may begin no later than December 31, 2021. The district must participate in the initiative by partnering with local nonprofit organizations and raising awareness by using marketing materials provided by the program administrator. A student's eligibility for the initiative continues until promotion to grade 6 or until the parent opts out of the initiative.

The District shall coordinate with each charter school it sponsors for the purposes of identifying eligible students, notifying parents, coordinating book deliveries, providing the opportunity to annually select book topics and genres, and raising awareness of the initiative.

F.S. 119.071
F.S. 212.183
F.S. 1001.215
F.S. 1002.22
F.S. 1003.485
F.S. 1006.28
F.S. 1006.28 through 1006.42
F.S. 1008.22
F.S. 1008.25(5) (a)
F.S. 1008.25 (5) (c)
F.S. 1014.05
F.A.C. 6A-6.03028
34 C.F.R. Part 300

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5780 - **STUDENT/PARENT RIGHTS**

The School Board recognizes that students possess not only the right to an education but the rights of citizenship as well. Federal and State law prohibits the Board from adopting any policy or rule, or from entering into any agreement, that infringes upon or waives the rights of freedoms afforded to students by the United States Constitution.

In providing students the opportunity for an education to which they are entitled, the District shall attempt to offer nurture, counsel, and custodial care appropriate to their age and maturity. The District shall, at the same time, guarantee that no student is deprived of the basic right to equal treatment and equal access to the educational program, due process, a presumption of innocence, free expression and association, and the privacy of his/her own thoughts.

Attendant to the rights guaranteed to each student, however, are certain responsibilities, which include respect for the rights of others, obedience to properly constituted school authority, and compliance with the procedures and rules of the District.

Since a student who has reached the age of majority possesses the full rights of an adult, s/he may authorize those school matters previously handled by his/her parents, but s/he also assumes the responsibility for his/her performance in school, attendance, and compliance with school rules.

All K-12 students in Florida are entitled to a uniform, safe, secure, efficient, and high-quality system of education, one that allows students the opportunity to obtain a high-quality education. Parents are responsible to ready their children for school; however, neither the State of Florida nor the District can be a guarantor of any individual student's success.

Parental Access at School

Each parent has the right to pick-up, visit, and meet with his/her student at school, without interference of or the need for consent from the other parent, unless the school has received a certified copy of an enforceable court order that provides to the contrary. The Principal may restrict the times, location, frequency, and length of parent visitations at school, based on legitimate pedagogical or scheduling reasons. The District will abide by enforceable "no contact orders" which have been provided to the school.

Educational Decisions

Both parents have an equal right to make decisions about the education and welfare of their student unless the school has received a certified copy of an enforceable court order that specifies that one of the parents, or someone else, has the sole right to make educational and/or general welfare decisions for the student.

If the parents cannot agree on a significant decision about the student's education or on matters affecting the health, safety, or welfare of the student, the school will take action based on what it considers to be in the best interests of the child.

Attendance

A. Termination of Enrollment

A student who attains the age of sixteen (16) years during the school year has the right to file a formal declaration of intent to terminate school enrollment if the declaration is signed by the parent. The parent has the right to be notified by the District of its receipt of the student's declaration of intent to terminate school enrollment.

B. Married or Pregnant

Students who become or have become married or who are pregnant and parenting have the right to attend school and receive the same or equivalent educational instruction as other students.

C. Compulsory Attendance

Parents of students who have attained the age of six (6) years by February 1st of any school year

but who have not attained the age of sixteen (16) years must comply with the compulsory school attendance laws. Parents have the option to comply with the school attendance laws by attendance of the student in a public school; a parochial, religious, or denominational school; a private school; a home education program; or a private tutoring program. (see also Policy 5112 - Entrance Requirements)

D. Absence for Religious Purposes

A parent of a student may request and be granted permission for absence of the student from school for religious instruction or religious holidays. (see also Policy 5225 - Absences for Religious Holidays)

E. Dropout Prevention and Academic Intervention Programs

The parent of a student has the right to receive written notice by certified mail prior to placement of the student in a dropout prevention and academic intervention program. The parent will be notified in writing and entitled to an administrative review of any action by school personnel relating to the student's placement.

F. Absence for Treatment of Autism Spectrum Disorder

A parent of a student may request and be granted permission for absence of the student from school for an appointment scheduled to receive a therapy service provided by a licensed health care practitioner or behavior analyst certified pursuant to Florida law for the treatment of autism spectrum disorder including, but not limited to, applied behavioral analysis, speech therapy, and occupational therapy.

Health Issues

A. **Notice of Health Care Services**

At the beginning of the school year, the District will provide notice to parents of all health care services offered at their student's school and of the option to withhold consent to or decline any specific service. Before administering a student well-being questionnaire or health screening form to a student in kindergarten through grade 3, the District will provide the questionnaire or form to the parent and obtain the permission of the parent.

B. School-Entry Health Examinations

The parent of any student shall be exempt from the requirement of a health examination upon written request stating objections on religious grounds. (see also Policy 5112 - Entrance Requirements)

C. Immunizations

The parent of any student shall be exempt from the school immunization requirements upon meeting any of the specified exemptions. (see also Policy 5320 - Immunizations and Policy 5112 - Entrance Requirements)

D. Biological Experiments

Parents may request that their child be excused from performing surgery or dissection in biological science classes.

E. Reproductive Health and Disease Education

A public school student whose parent makes written request to the school Principal shall be

exempted from the teaching of reproductive health or any disease, including HIV/AIDS.

F. Contraceptive Services to Students

Students may not be referred to or offered contraceptive services at school facilities without the parent's consent.

G. Career Education Courses Involving Hazardous Substances

High school students must be given plano safety glasses or devices in career education courses involving the use of hazardous substances likely to cause eye injury.

H. Substance Abuse Reports

The parent of a student must be timely notified of any verified report of a substance abuse violation by the student.

I. Inhaler Use

Asthmatic students whose parent and physician provide their approval to the school Principal may carry a metered dose inhaler on their person while in school. The school Principal shall be provided a copy of the parent's and physician's approval. (see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

J. Epinephrine Use and Supply

A student who has experienced or is at risk for life-threatening allergic reactions may carry an epinephrine auto-injector and self-administer epinephrine by auto-injector while in school, participating in school-sponsored activities, or in transit to or from school or school-sponsored activities if the school has been provided with written parental and physician authorization.

The School District shall be indemnified by the parent of a student who is authorized to carry an epinephrine auto-injector for any and all liability with respect to the student's use of an epinephrine auto-injector pursuant to this policy.

The District and its employees and agents, including the physician who provides the standing protocol for school epinephrine auto-injectors, are not liable for any injury arising from the use of an epinephrine auto-injector administered by trained school personnel who follow the adopted protocol and whose professional opinion is that the student is having an anaphylactic reaction:

1. unless the trained school personnel's action is willful and wanton;

2. notwithstanding that the parents or guardians of the student to whom the epinephrine is administered have not been provided notice or have not signed a statement acknowledging that the School District is not liable; and

3. regardless of whether authorization has been given by the student's parents or guardians or by the student's physician, physician's assistant, or advanced registered nurse practitioner.

(see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

K. Diabetes Management

The District may not assign a student who has diabetes to a particular school on the basis that the student has diabetes, that the school does not have a full-time school nurse, or that the school does not have trained diabetes personnel.

Diabetic students whose parent and physician provide their written authorization to the school Principal may carry diabetic supplies and equipment on their person and attend to the management

and care of their diabetes while in school, participating in school-sponsored activities, or in transit to or from school or school-sponsored activities, to the extent authorized by the parent and physician and within the parameters set forth by State Board of Education rule. The written authorization shall identify the diabetic supplies and equipment that the student is authorized to carry and shall describe the activities the child is capable of performing without assistance, such as performing blood-glucose level checks and urine ketone testing, administering insulin through the insulin-delivery system used by the student, and treating hypoglycemia and hyperglycemia.

The District and its employees and volunteers shall be indemnified by the parent of a student who is authorized to carry diabetic supplies or equipment for any and all liability with respect to the student's use of such supplies and equipment pursuant to this policy.

(see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

L. Use of Prescribed Pancreatic Enzyme Supplements

A student who has experienced or is at risk for pancreatic insufficiency or who has been diagnosed as having cystic fibrosis may carry and self-administer a prescribed pancreatic enzyme supplement while in school, participating in school-sponsored activities, or in transit to or from school or school-sponsored activities, IF the school has been provided with written authorization from the student's parent and prescribing practitioner.

The District and its employees and volunteers shall be indemnified by the parent of a student who is authorized to use prescribed pancreatic enzyme supplements for any and all liability with respect to the student's use of the supplements under this policy.

(see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

M. Involuntary Examinations of Students

Before a Principal contacts a law enforcement officer for possible removal of a student from school for involuntary examination, the Principal must verify that the school has used de-escalation strategies and initiated outreach to a mobile response team, unless the Principal reasonably believes that any delay in removing the student will increase the likelihood of harm to the student or others.

The Principal shall make a reasonable attempt to notify a parent of a student before the student is removed from school, school transportation, or a school-sponsored activity to be taken to a receiving facility for an involuntary examination pursuant to F.S. 394.463. Reasonable attempt to notify means the exercise of reasonable diligence and care by the Principal to make contact with the student's parent, guardian, or other known emergency contact whom the student's parent or guardian has authorized to receive notification of an involuntary examination. At a minimum, the Principal must take the following actions:

1. Use available methods of communication to contact the student's parent, guardian, or other known emergency contact including, but not limited to, telephone calls, text messages, e-mails, and voicemail messages following the decision to initiate an involuntary examination of the student;

2. Document the method and number of attempts made to contact the student's parent, guardian, or other known emergency contact, and the outcome of each attempt.

The Principal who successfully notifies any other known emergency contact may share only the information necessary to alert such contact that the parent or caregiver must be contacted. All such information must be in compliance with federal and state law.

The Principal may delay the required notification for no more than twenty-four (24) hours after a student is removed if:

1. the Principal deems the delay to be in the student's best interest and if a report has been submitted to the central abuse hotline, pursuant to F.S. 39.201, based upon knowledge or suspicion of abuse, abandonment, or neglect. (see also Policy 2410 - School Health Services); or

2. the Principal reasonably believes that such delay is necessary to avoid jeopardizing the health and safety of the student.

M. Sun-protective Measures in School

A student may possess and use a topical sunscreen product while on school property or at a school-sponsored event or activity without a physician's note or prescription if the product is regulated by the United States Food and Drug Administration for over-the-counter use to limit ultraviolet light-induced skin damage.

N. **Face Covering and Quarantine Mandates in Response to COVID-19**

Neither the Board nor any agent or employee of the Board may:

1. **require a student to wear a face mask, a face shield, or any other facial covering that fits over the mouth or nose. However, a parent, at the parent's sole discretion, may allow his/her child to wear a face mask, a face shield, or any other facial covering that fits over the mouth or nose;**

   This prohibition does not apply to safety equipment required as part of a course of study consistent with occupational or laboratory safety requirements.

2. **prohibit a student from attending school or school-sponsored activities, prohibit a student being on school property, or subject a student to restrictions or disparate treatment, based on an exposure to COVID-19, so long as the student remains asymptomatic and has not received a positive test for COVID-19.**

O. **Naloxone Use and Supply**

Schools may purchase a supply of the opioid antagonist naloxone from a wholesale distributor as defined in F.S. 499.003 or may enter into an arrangement with a wholesale distributor or manufacturer as defined in F.S. 499.003 for naloxone at fair-market, free, or reduced prices for use in the event that a student has an opioid overdose. The naloxone must be maintained in a secure location on the school's premises.

Discipline

A. Suspension

A student may be suspended only as provided by policy of the District. A good faith effort must be made to immediately inform the parent by telephone of the student's suspension and the reason. Each suspension and the reason must be reported in writing within twenty-four (24) hours to the parent by United States mail. A good faith effort must be made to use parental assistance before suspension unless the situation requires immediate suspension.

A student with a disability may only be recommended for suspension or expulsion in accordance with State Board of Education rules.

B. Expulsion

Public school students and their parents have the right to written notice of a recommendation of expulsion, including the charges against the student and a statement of the right of the student to due process.

Safety

Students who have been victims of certain felony offenses by other students, as well as the siblings of the student victims, have the right to be kept separated from the student offender, both at school and during school transportation.

Educational Choice

A. Public School Choices

Parents may seek whatever public school options are applicable and available to students in the School District.

Options also include the public educational choice options of the Hope Scholarship Program (see Policy 2371 - Hope Scholarships), the Opportunity Scholarship Program, ~~and~~ the McKay Scholarships for Students with Disabilities Program, **the Family Empowerment Scholarship Program, and the Florida Tax Credit Scholarship Program**. (see also Policy 2370.01 - Virtual Instruction, and Policy 5113 - School Choice Options Provided by Federal Law)

B. **Parental/Other** School Choices

Parents may seek private educational choices.

All requests for a student to be transferred to another classroom teacher shall be considered by the Principal. Within two (2) weeks of receiving a completed Form 5780 F3, the Principal shall notify the parent in writing as to whether the request is approved or denied.

If an in-field teacher for the student's course and grade level is employed by the school and the transfer would not violate maximum class size requirements, the request shall be approved. The student shall be transferred no later than two (2) weeks from the date Form 5780 F3 is received.

If denied, the Principal shall specify the reasons for the denial.

ACCEL Options

Parents may request student participation in Academically Challenging Curriculum to Enhance Learning (ACCEL) options, including whole grade promotion, midyear promotion or subject matter acceleration. If the parent selects one of these ACCEL options and the student meets eligibility and procedural requirements in the student progression plan, the student will have the opportunity to participate in the ACCEL option.

Nondiscrimination

All education programs, activities, and opportunities offered by the District are available without discrimination on the basis of race (including anti-Semitism [as defined in Bylaw 0100]), color, ethnicity, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively, "protected classes"). (see also Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity and Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability)

Exceptional Students ~~with Disabilities~~

Parents may enroll their eligible child in gifted or special education. (See also Policy 2460 - Exceptional Student Education)

A. Notice and Due Process

Parents of students with disabilities and parents of students in residential care facilities are entitled to notice and due process. (see also Policy 2460 - Exceptional Student Education)

B. Graduation

Students with disabilities are provided the opportunity to meet the graduation requirements for a standard high school diploma. Certain students with disabilities may be awarded a special diploma upon high school graduation. (see also Policy 2623 - Student Assessment)

C. Meetings with District Personnel

Parents of students with disabilities, or eligible students with disabilities, may be accompanied by another person of their choice at any meeting with District personnel.

District personnel will not object to the attendance of such adult or discourage or attempt to discourage through any action, statement, or other means, parents or an eligible student, from inviting another person of their choice to attend any meeting. Parents, eligible students, or other individuals invited to attend such meetings by parents or eligible students on school grounds shall sign-in at the front office of such school as a guest.

Parents, or eligible students, and District personnel shall sign **a form** ~~**Form 5780 F1**~~ at the meeting's conclusion which states whether or not any District personnel have prohibited, discouraged, or attempted to discourage the parents, or eligible student from inviting a person of their choice to the meeting pertaining to their child's, or their own, educational environment, placement, or discipline.

Blind Students

Students who are blind have the right to an individualized written education program and appropriate instructional materials to attain literacy.

Limited English Proficient Students

Limited English proficient students have the right to receive English for Speakers of Other Languages (ESOL) instruction designed to develop the student's mastery of listening, speaking, reading, and writing in English as rapidly as possible. The students' parents have the right of parental involvement in the ESOL program.

Students with Reading Deficiencies

Each elementary school shall regularly assess the reading ability of each K-3 student. The parent of any K-3 student who exhibits a reading deficiency shall be immediately notified of the student's deficiency with a description and explanation, in terms understandable to the parent, of the exact nature of the student's difficulty in learning and lack of achievement in reading; shall be consulted in the development of a progress monitoring plan; and shall be informed that the student will be given intensive reading instruction until the deficiency is corrected.

Pledge of Allegiance

A student will be excused from reciting the Pledge of Allegiance or the Declaration of Independence, upon written request by the student's parent, in accordance with State law. See also Policy 8800, Religious/Patriotic Ceremonies and Observances.

Student Records

A. Each parent has an equal right of access, right to waive access, right to challenge and hearing and right of privacy in the education records of his or her student who is a minor or a dependent adult pursuant to law, unless the school has received a certified copy of an enforceable court order that provides to the contrary.

B. A student is not required to provide his/her social security number as a condition for enrollment or graduation.

C. The school will not collect, obtain or retain information on the political affiliation, voting history, religious affiliation or biometric information of a student, parent or siblings.

Student Report Cards

Students and their parents have the right to receive student report cards on a regular basis that clearly depict and grade the student's academic performance in each class or course, the student's conduct, and the student's attendance.

Student Progress Reports

Parents shall be informed at regular intervals of the academic progress and other needed information regarding their child, including ways they can help their child to succeed in school.

Student Accountability and School Improvement Rating Reports

Parents of public school students are entitled to an easy-to-read report card about the school's grade designation or, if applicable, school's improvement rating, and the school's accountability report, including the school financial report.

High School Athletics

A. Eligibility

A student is eligible in the school in which s/he first enrolls each school year, the school in which the student makes himself/ herself a candidate for an athletic team by engaging in practice before enrolling, or the school to which the student has transferred with approval of the Board, in accordance with State law.

B. Medical Evaluation

Students must satisfactorily pass a medical evaluation each year before participating in athletics, unless the parent objects in writing based on religious tenets or practices, in accordance with State law.

Extra-Curricular Activities

A. Eligibility

Students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities. (see also Policy 2430 - District-Sponsored Clubs and Activities)

B. Home Education Students

Home education students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities at the public school to which the student would be assigned or could choose to attend according to Board policies, or may develop an agreement to participate

at a private school.

C. Charter School Students

Charter school students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities at the school to which the student would be assigned or could choose to attend according to Board policies unless such activity is provided by the student's charter school.

D. Florida Virtual School Full-Time Students

Florida Virtual School full-time students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities at the public school to which the student would be assigned or could choose to attend according to Board policies.

Instructional Materials

A. Core Courses

Each student is entitled to sufficient instructional materials in the core courses of mathematics, language arts, social studies, science, reading, and literature.

B. Curricular Objectives

The parent of each student has the right to receive effective communication from the school Principal as to the manner in which instructional materials are used to implement the school's curricular objectives.

C. Sale of Instructional Materials

Upon request of the parent of a student, the Principal will sell to the parent any instructional materials used in the school.

D. Dual Enrollment Students

Instructional materials purchased by the District or a Florida College System institution board of trustees on behalf of dual enrollment students is available to the dual enrollment students free of charge.

E. Parent Access to Instructional Materials

Parents have the ability to access their child's instructional materials and may object to the use of a specific instructional material or contest the adoption of instructional material (See Policy 2520, Selection and Adoption of Instructional Materials).

Juvenile Justice Programs

Students who are in juvenile justice programs have the right to receive educational programs and services, in accordance with State law.

Parental Input and Meetings

A. Meetings with School District Personnel

Parents may be accompanied by another adult of their choice at a meeting with School District personnel.

B. District Educational Facilities Program

Parents and other members of the public have the right to receive proper public notice and opportunity for public comment regarding the District's educational facilities work program, in accordance with State law.

C. Parent-Teacher Associations and Organizations

Parents have the right to participate in parent-teacher associations and organizations that are sanctioned by the Board or by the Florida Department of Education.

Transportation

A. Transportation to School

Students are provided transportation to school in accordance with the provisions of State law. (see also Policy 8600 - Transportation)

B. Hazardous Walking Conditions

Students in grades K-6 are provided transportation if they are subjected to hazardous walking conditions, in accordance with State law.

C. Parental Consent

Each parent of a public school student must be notified in writing and give written consent before the student may be transported in a privately owned motor vehicle to a school function in accordance with State law. (see also Policy 8660 - Transporting Students by Private Vehicles)

Orderly, Disciplined Classrooms

Students will be in orderly, disciplined classrooms conducive to learning without the distraction caused by disobedient, disrespectful, violent, abusive, uncontrollable, or disruptive students. (see also Policy 5600 - Student Discipline)

Economic Security Report

Prior to registration, each middle school and high school student or the student's parent will be provided a two (2) page summary of the Department of Economic Opportunity's economic security report of employment and earning outcomes and electronic access to the report.

Safe Schools

Parents of District students will be timely notified pursuant to procedures adopted by the Superintendent of threats and the following unlawful acts or significant emergencies that occur on school grounds, during school transportation, or during school-sponsored activities:

A. Weapons possession or use when there is intended harm toward another person;

B. Murder, homicide, or manslaughter;

C. Sex offenses, including rape, sexual assault or sexual misconduct with a student by school personnel;

D. Natural emergencies, including hurricanes, tornadoes, and severe storms.

E. Exposure as a result of a manmade emergency.

Parents of District students have a right to access school safety and discipline incidents as reported pursuant to F.S. 1006.07 (9).

Parental Notification of Arrests of Employees

Notwithstanding F.S. 1012.31(3)(a)1 and 1012.796(4), within twenty-four (24) hours after a law enforcement agency provides the Superintendent with written notification pursuant to F.S. 1012.797 that a District employee has been arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the Principal shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

F.S. 39.201
F.S. 381.0056
F.S. 394.463
F.S. 1000.05
F.S. 1002.20
F.S. 1002.22
F.S. 1002.385
F.S. 1002.39
F.S. 1002.394
F.S. 1002.395
F.S. 1002.40
F.S. 1002.41
F.S. 1002.411
F.S. 1002.43
F.S. 1003.01(13)
F.S. 1003.02
F.S. 1003.21
F.S. 1003.22
F.S. 1003.3101
F.S. 1003.32
F.S. 1003.42
F.S. 1003.44
F.S. 1003.4505
F.S. 1003.47
F.S. 1003.52
F.S. 1003.53
F.S. 1003.55
F.S. 1003.56
F.S. 1003.57
F.S. 1003.58
F.S. 1006.062(7)
F.S. 1006.07
F.S. 1006.09
F.S. 1006.13
F.S. 1006.15
F.S. 1006.20
F.S. 1006.21
F.S. 1006.22
F.S. 1006.23
F.S. 1006.28
F.S. 1006.40
F.S. 1007.271
F.S. 1008.22
F.S. 1008.25
F.S. 1008.386
F.S. 1012.42
F.S. Chapter 1014

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8141 - **MANDATORY REPORTING OF MISCONDUCT**

The School Board recognizes its responsibilities to effectively address employee misconduct and, where determined appropriate, to provide a measured disciplinary response consistent with due process.

For purposes of this policy, the term "employee(s)" includes all employees of the District and officers of the District as defined in F.S. 1012.01.

Reporting Misconduct

All employees are required to report to the Superintendent alleged misconduct by District employees which affects the health, safety, or welfare of a student, including misconduct that involves engaging in or soliciting sexual, romantic, or lewd conduct with a student.

If the alleged misconduct to be reported is regarding the Superintendent, the District employee shall report the alleged misconduct to the Board attorney. Failure to report such alleged misconduct shall result in appropriate disciplinary action (F.S. 1012.796[d]).

The Superintendent shall investigate any allegation of misconduct by District employees which affects the health, safety, or welfare of a student, including misconduct that involves engaging in or soliciting sexual, romantic, or lewd conduct with a student, and shall report the alleged misconduct to the Department of Education as required in F.S. 1012.796, 1001.51(12, b), 1001.42(7, b), and must notify the Florida Department of Education of the result of the investigation and whether the misconduct warranted termination, regardless of whether the person resigned or was terminated before the conclusion of the investigation.

Staff alleged to have committed such misconduct shall be reassigned pending the outcome of a misconduct investigation.

Parental Notification of Alleged Misconduct

Within thirty (30) days of the date on which the District learns of misconduct by instructional personnel, educational support personnel, and school administrators that affects the health, safety, or welfare of a student, including misconduct that involves engaging in or soliciting sexual, romantic, lewd conduct with a student, or any conduct that would result in disqualification from educator certification or employment as provided in F.S. 1012.315, the parent of a student who was subjected to or affected by such misconduct shall receive notification informing the parent of the following:

A. the alleged misconduct, including which allegations have been substantiated, if any;

B. whether the District reported the misconduct to the FLDOE if required by F.S. 1012.796;

C. the sanctions imposed by the District against the employee, if any; and

D. support the District will make available to the student subjected to or affected by the misconduct.

Parental notification shall be provided consistent with the provisions set forth in Policy 1590, Policy 3590, and Policy 4590, including the statutory requirement that school administrators, educational support personnel, and instructional staff members be provided ten (10) days notice before the disclosure of derogatory material.

Parental Notification of Arrests of Employees

Notwithstanding F.S. 1012.31(3)(a)1 and 1012.796(4), within twenty-four (24) hours after a law enforcement agency provides the Superintendent with written notification pursuant to F.S. 1012.797 that a District employee has been arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the Principal shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

Filing a Complaint with the Department of Education

If it is alleged that an instructional staff member, educational support personnel, or administrator has committed a violation as provided in F.S. 1012.795, and defined by rule of the State Board of Education, the Superintendent shall file with the Department of Education a legally sufficient complaint within thirty (30) days after the date on which the subject matter of the complaint came to the attention of the Superintendent, regardless of whether the subject of the complaint is still an employee of the District. A complaint is legally sufficient if it contains ultimate facts that show a violation has occurred as provided in F.S. 1012.795 and defined by rule of the State Board of Education. The Superintendent shall include all known information relating to the complaint with the filing of the complaint. This paragraph does not limit or restrict the power and duty of the Department of Education to investigate complaints, regardless of the District's untimely filing, or failure to file, complaints and follow-up reports (F.S. 1012.796[e]).

Report of Resignation or Termination

If the Superintendent determines that a legally sufficient complaint of misconduct by an instructional staff member or an administrator who holds a certificate issued by the Florida Department of Education, or by any educational support personnel that affects the health, safety, or welfare of a student and the misconduct warrants termination, the staff member may resign or be terminated and the Superintendent must immediately report the misconduct to the Department of Education in the format prescribed by the Department even if the instructional staff member, educational support personnel, or administrator resigns or is terminated before the conclusion of the District's investigation. The Department shall maintain each report of misconduct as a public record in the instructional personnel's certification files (F.S. 1012.796[d]).

Transmittal of False or Incorrect Report

The Superintendent shall not knowingly sign and transmit to any State official a report that the Superintendent knows to be false or incorrect.

The superintendent may not knowingly sign and transmit to any state official a report that the superintendent knows to be false or incorrect or knowingly fail to complete the investigation of any allegation of misconduct, that affects the health, safety, or welfare of a student, that would be a violation of F.S. 800.101 or that would be a disqualifying offense under F.S. 1012.315, or any allegation of sexual misconduct with a student. The superintendent may not knowingly fail to report the alleged misconduct to the Florida Department of Education as required in F.S. 1012.796, or knowingly fail to report misconduct to the law enforcement agencies with jurisdiction over the conduct pursuant to the Board policy under F.S. 1001.42.

Pursuant to F.S. 1001.42(7), a Board member may not knowingly sign and transmit to any State official a report of alleged misconduct by instructional personnel, educational support personnel, or school administrators which affects the health, safety, or welfare of a student which the Board member knows to be false or incorrect.

Requirement of Disclosure of Employee Misconduct

The Board, Superintendent, or any other District employee, may not enter into a confidentiality agreement regarding terminated or dismissed instructional personnel, educational support personnel, or school administrators, or personnel or administrators who resign in lieu of termination, based in whole or in part on misconduct that affects the health, safety, or welfare of a student, and may not provide instructional or educational support personnel, or administrators with employment references or discuss the personnel's performance with prospective employers in another educational setting, without disclosing the personnel's or administrators' misconduct. Any part of an agreement or contract that has the purpose or effect of concealing misconduct by instructional or educational support personnel or administrators that affects the health, safety, or welfare of a student is void, is contrary to public policy, and may not be enforced (F.S. 1001.42[6]).

Posting Requirements

Pursuant to F.S. 1006.061(2), this policy shall be posted in a prominent place at each school site and on each school's internet website, so that the policy and procedures for reporting alleged misconduct by instructional or educational support personnel or school administrators that affects the health, safety, or welfare of a student; the contact person to whom the report is made; and the penalties imposed on

instructional or educational support personnel or school administrators who fail to report suspected or actual child abuse or alleged misconduct by other instructional or educational support personnel or school administrators is effectively communicated to all.

Liability

Employees who report misconduct which affects the health, safety, or welfare of a student may be entitled to certain statutory liability protections as set forth in F.S. 39.203 and 768.095.

Revised 9/10/19

F.S. 1001.42(6)
F.S. 1001.42(7)(b)
F.S. 1001.51(12)(b)
F.S. 1006.061(2)
F.S. 1012.795
F.S. 1012.796
F.S. 1012.796(d)
F.S. 1012.796(e)
F.S. 1012.797

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8405 - **SCHOOL SAFETY AND SECURITY**

The School Board is committed to maintaining a safe, secure, and drug-free environment in all of the District's schools.

School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of District personnel, law enforcement agencies, first responders, and families. The Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.

The Superintendent, in conjunction with the School Safety Specialist, shall develop a *School Safety and Security Plan* with input from representatives of the local law enforcement agencies; the local Fire Marshall(s) or his/her designee(s); representative(s) from emergency medical services; commissioned school safety officers; and/or school guardians.

Included within the District's School Safety and Security Plan shall be a District Active Assailant Response Plan (DAARP). The DAARP shall include, at a minimum, procedures addressing the following:

A. security assessments;

B. roles and responsibilities of District personnel;

C. roles and responsibilities of Safe-School Officers (Policy 8407 - *Safe-School Officers*);

D. information sharing;

E. training of District personnel and exercises/drills, including training standards;

F. identification of Safe Spaces and Command Posts;

G. response to the threat of an active assailant, including the following three (3) strategies: evading or evacuating, taking cover or hiding, and responding to or fighting back;

H. response to the presence of an active assailant on school grounds;

I. communication with law enforcement prior to and after law Enforcement arrives on school grounds;

J. responsibilities prior to law enforcement arrival;

K. responsibilities when law enforcement arrives on school grounds;

L. communication with the public; and

M. post-incident recovery.

The District will adopt its initial DAARP by October 1.

Further, by October 1st of each year, the Superintendent shall certify to the Office of Safe Schools and document in the Florida Safe Schools Assessment Tool that all school personnel has received annual training on the procedures contained in the District's DAARP.

School Safety Specialist

The Superintendent is responsible for designating the District's School Safety Specialist. The School Safety Specialist must be a school administrator employed by the District or a law enforcement officer employed by the Manatee County Sheriff's Office. Prior to appointing a law enforcement officer to serve as the School Safety Specialist, the Superintendent must verify that the law enforcement officer has met all statutory requirements and has been authorized and approved by the Manatee County Sheriff's Office to serve as the School Safety Specialist.

By August 1 of each year, the District will submit the School Safety Specialist's name, phone number, and email address to the Office of Safe Schools at SafeSchools@fldoe.org. The District will notify the Office of Safe Schools within one (1) school day whenever there is a change related to the contact information for the School Safety Specialist.

A. Training

Within thirty (30) calendar days of appointment, the District's School Safety Specialist must complete and thereafter maintain certificates of completion of the following online Federal Emergency Management Agency Independent Study courses: Multi-Hazard Planning for Childcare; Introduction to the Incident Command System, ICS 100; Preparing for Mass Casualty Incidents: A Guide for Schools, Higher Education, and Houses of Worship; Multi-Hazard Emergency Planning for Schools; and Planning for the Needs of Children in Disasters.

Within one (1) year of appointment, and annually thereafter, the District School Safety Specialist must earn a certificate of completion of school safety specialist training provided by the Office of Safe Schools.

The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.

B. Responsibilities

The School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District including at charter schools. The School Safety Specialist's responsibilities include, but are not limited to, the following:

1. reviewing at least annually District and charter school policies and procedures for compliance with Florida law and applicable rules, as provided by F.S. 1006.07 (6)(a)1., including the District's timely and accurate submission of school environmental safety incident reports to the Department pursuant to F.S. 1001.212;

2. providing necessary training and resources to students and staff in matters relating to youth mental health awareness and assistance; emergency procedures, including active shooter training; and school safety and security;

3. serving as the District liaison with local public safety agencies and national, State, and community agencies and organizations in matters of school safety and security;

4. conduct annually on or before October 1, in collaboration with the appropriate public safety agencies, a school security risk assessment at each District school using Florida Safe Schools Assessment Tool developed by the Office of Safe Schools;

   The District will report to FLDOE by October 15th of each year that all public schools within the District have completed the assessment using the Florida Safe Schools Assessment Tool. For purposes of this section, "public safety agencies" means a functional division of a public agency which provides firefighting, law enforcement, medical, or other emergency services.

5. coordinating with appropriate public safety agencies, as defined in F.S. 365.161, that are designated as first responders to a school's campus to conduct a tour of such campus once every three (3) years and to provide recommendations related to school safety. Completion of such tours and any recommendations must be documented in each school's security risk assessment within the Florida Safe Schools Assessment Tool;

   Any changes related to school safety, emergency issues, and recommendations provided by the public safety agencies will be considered as part of the recommendations by the School Safety Specialist to the Board.

6. providing, or arranging for the provision of, youth mental health awareness and assistance training to all school personnel as set forth in F.S. 1012.584;

   The training program shall include, but is not limited to, the following:

   a. an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;

   b. information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and self-injury, as well as common treatments for those conditions and how to assess those risks; and

   c. information on how to engage at-risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self-help care.

7. coordinating with charter schools to address charter school safety requirements as set forth under Florida law and F.A.C. 6A-1.0018;

   The School Safety Specialist must coordinate with charter school personnel to allow input access to the Florida Safe Schools Assessment Tool. Where input access is restricted to District personnel, the School Safety Specialist is responsible for gathering information from charter schools so that Florida Safe Schools Assessment Tool reporting requirements, including those for FortifyFL, threat assessment teams and active assailant response plans, include data from charter schools.

8. completing surveys provided by the Office of Safe Schools regarding Safe-School officer assignment;

9. investigating and responding to notices from the Office of Safe Schools containing suspected deficiencies at a District school and at or by a charter school.

C. Identification of and Corrections to Instances of Noncompliance with Florida Laws and Rules Relating to Safety

The School Safety Specialist is responsible for identifying and correcting instances of noncompliance with F.A.C. 6A-1.0018 or any other Florida laws or rules relating to safety at any District school. Such actions may include, but are not limited to, the following:

1. resolving deficiencies relating to Safe-School officer coverage by no later than the next school day;

2. notifying the Office of Safe Schools within twenty-four (24) hours at SafeSchools@fldoe.org of any deficiencies relating to Safe-School officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety, or welfare of students or staff. The notification must contain particularized facts beyond noncompliance with rules or Florida Statutes that explain the imminent threat;

3. notifying the Office of Safe Schools within three (3) days at SafeSchools@fldoe.org of any instance of noncompliance not corrected within sixty (60) days.

4. **the School Safety Specialist shall identify any instances of noncompliance through their duties identified throughout this policy;**

   If the School Safety Specialist identifies, or is made aware of an instance of noncompliance by an employee, the School Safety Specialist shall investigate the alleged noncompliance and, if it is determined that there was an instance of noncompliance, the School Safety Specialist shall develop a written plan of correction no later than seven (7) days following their investigation. Alleged

noncompliance that creates an imminent threat to the health, safety, or welfare of students or staff shall be addressed immediately and in accordance with subsections (1) through (3) above.

D. Response to Notice of Suspected Deficiency from the Office of Safe Schools

The School Safety Specialist is responsible for notifying the Superintendent immediately and no later than the same day of receipt of any notice of suspected deficiency the School Safety Specialist receives from the Office of Safe Schools.

When the notice of suspected deficiency concerns a failure to have a Safe-School officer established or assigned at each school facility, as required by F.S. 1006.12, the School Safety Specialist must respond in writing and verify to the Office of Safe Schools that the school(s) identified in the notice have a Safe-School officer on site by the next school day. In all other cases, the School Safety Specialist must respond in writing to the Office of Safe Schools within five (5) school days and verify that the District or school has corrected the suspected deficiency, or within that same time period, submit a written plan describing how the District will bring the identified school(s) into compliance. The plan must include an estimated date of completion and an explanation of alternate security measures designed to maintain a safe learning environment.

Recommendations of the School Safety Specialist

Based on the findings of the school security risk assessment, the School Safety Specialist must provide recommendations to the Superintendent and Board which identify strategies and activities that the Board should implement in order to address the findings and improve school safety and security. The School Safety Specialist's report to the Board shall also include school safety recommendations made by public safety agencies. The Board will review the school security risk assessment findings and the recommendations of the School Safety Specialist at a publicly noticed Board meeting to provide the public an opportunity to hear the Board members discuss and take action. The *School Safety and Security Plan* is, however, confidential and is not subject to review or release as a public record.

The School Safety Specialist shall report the school security risk assessment findings and recommendations and the Board's action(s) to the Office of Safe Schools no later than thirty (30) days after the Board meeting and prior to November 1 of each year.

The School Safety Specialist shall also submit a best-practices assessment in the Florida Safe Schools Assessment Tool.

As a part of the *School Safety and Security Plan*, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include (see also, Form 8330 F15 entitled Checklist of Policies and Guidelines Addressing No Child Left Behind Act of 2001):

A. safety and security best practices;

B. appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;

C. security procedures at school and while students are on the way to and from school;

D. prevention activities that are designed to maintain safe, disciplined and drug-free environments;

E. a code of conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:

1. allows a teacher to communicate effectively to all students in the class;

2. allows all students in the class the opportunity to learn;
3. has consequences that are fair, and developmentally appropriate;
4. considers the student and the circumstances of the situation; and
5. is enforced accordingly.

Safety and Security Best Practices

The Superintendent shall develop administrative procedures for the prevention of violence on school grounds, including the assessment and intervention with individuals whose behavior poses a threat to the safety of the school community.

Persistently Dangerous Schools

The Board has set forth the rules with regard to expected behavior in Policy 5500 - Student Conduct and has established the consequences for violating the policy on student conduct in Policy 5600 - Student Discipline. The Board recognizes that not only Federal, but also State law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity, as well as those incidents that would be a Gun-Free Schools Act violation. It is further understood that the Florida Department of Education will then use the data for the offenses identified in the Department's Unsafe School Choice Option Policy to determine whether or not a school is considered "persistently dangerous".

Pursuant to the Board's stated intent to provide a safe school environment, school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State law, the Superintendent shall discuss this at the annual meeting for the purpose of reviewing the *School Safety and Security Plan* so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year and/or convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, the Superintendent shall offer parents and eligible students the opportunity to transfer to another school within the District that serves the same grades. If there is another school within the District serving the same grades, the transfer shall be completed in a timely manner. If there is not another school within the District that serves the same grades, then parents and eligible students will be advised that, although Federal and State law provides for an opportunity to transfer, they will be unable to do so.

In addition, the Superintendent shall discuss this at the annual meeting for the purpose of reviewing the *School Safety and Security Plan* so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year and/or convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

If a school in a neighboring district is identified as persistently dangerous and there is not another school or public school academy in that district, the District will admit students from that school in accordance with Board Policy 5113.

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State laws the parents or the eligible student shall be offered the opportunity to transfer to another school within the District that serves the same grades. If there is another school serving the same grades, the transfer shall be completed in a timely manner. If there is not another school serving the same grades, the parents or eligible student will be advised that, although they have the right to transfer, they will be unable to do so.

Threat Assessment Teams

The purpose of the threat assessment team is to establish a process focusing on behaviors that pose a threat to school safety while serving as a preventative measure to identify needs and provide support to students. This process is also known as a care assessment. Threat assessment teams are responsible for the coordination of resources and assessment and intervention with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies and procedures developed by the Office of Safe Schools which addresses early identification, evaluation, early intervention, and student support.

Each school-based threat assessment team must meet as often as needed to fulfill its duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students, but no less than monthly. Threat assessment teams shall maintain documentation of their meetings, including meeting dates and times, team members in attendance, cases discussed, and actions taken.

A. Location and Membership

1. Threat assessment teams are located at each school in the District and composed of individuals with expertise in counseling, instruction, school administration, and law enforcement.

    a. The counseling team member must be a school-based mental health services provider who is able to access student mental health records.

    b. The law enforcement team member must be a sworn law enforcement officer, as defined by F.S. 943.10, including a School Resource Office, school-safety officer, or other active law enforcement officer. At a minimum, a law enforcement officer serving on a threat assessment team must have access to local Records Management System information, the Criminal Justice Information System, and the Florida Crime Information Center and National Crime Information Center databases. Officers serving on school-based threat assessment teams must also have clearance to review Criminal Justice Information and Criminal History Record Information.

2. The Board authorizes the Superintendent to create procedures for the purpose of:

    a. identifying team participants by position and role;

    b. designating the individuals (by position) who are responsible for gathering and investigating information; and

    c. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.

B. Responsibilities and Activities of Threat Assessment Teams

The responsibilities and activities of threat assessment teams include, but are not limited to, the following:

1. identification of individuals in the school community to whom threatening behavior should be reported and provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or

self;

2. utilizing the Department's behavior threat assessment instrument developed pursuant to F.S. 1001.212;

3. consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety;

4. consult with law enforcement when a student commits more than one (1) misdemeanor to determine if the act should be reported to law enforcement;

5. if a preliminary determination is made by the threat assessment team that a student poses a threat of violence or physical harm to himself/herself or others, the threat assessment team will report its determination to the Superintendent;

   The Superintendent shall immediately attempt to notify the student's parent or legal guardian. However, nothing in this paragraph shall preclude District personnel from acting immediately to address an imminent threat.

6. if a preliminary determination is made by the threat assessment team that a student poses a threat of violence to himself/herself or others or exhibits significantly disruptive behavior or need for assistance, authorized members of the threat assessment team may obtain criminal history record information as pursuant to F.S. 985.04(1);

   Members of the threat assessment team may not disclose any criminal history record information obtained pursuant to this paragraph or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the threat assessment team.

7. create procedures related to engaging behavioral health crisis resources.

C. Sharing of Information

The District and other agencies and individuals that provide services to students experiencing, or at risk of, an emotional disturbance or a mental illness and any service or support provider contracting with such agencies may share with each other records or information that are confidential or exempt from disclosure under F.S. Chapter 119 if the records or information are reasonably necessary to ensure access to appropriate services for the student or to ensure the safety of the student or others.

D. Immediate Mental Health or Substance Abuse Crisis

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the threat assessment team to engage behavioral health crisis resources. Behavioral health crisis resources, including, but not limited to, mobile crisis teams and school resource officers trained in crisis intervention shall provide emergency intervention and assessment, make recommendations, and refer the student for appropriate services. Onsite school personnel shall report all such situations and actions taken to the threat assessment team, which shall contact the other agencies involved with the student and any known service providers to share information and coordinate any necessary follow-up actions. Upon the student's transfer to a different school, the threat assessment team shall verify that any intervention services provided to the student remain in place until the threat assessment team of the receiving school independently determines the need for intervention services.

E. Behavior Threat Assessment Instrument Training

All threat assessment team members must be trained on the Department's behavior threat assessment instrument in accordance with Florida law.

F. Office of Safe Schools Reporting

Each threat assessment team shall report quantitative data on its activities to the Office of Safe

Schools, including all activities during the previous school year, and shall utilize the threat assessment database developed pursuant to F.S. 1001.212. The School Safety Specialist will report this information to the Office of Safe Schools. Additionally, the School Safety Specialist must report the following information utilizing the Florida Safe Schools Assessment Tool by October 1 of each year:

1. For the 2021-2022 school year, the total number of threat assessments conducted, the number of transient threats, and the number of substantive threats; and,

2. Beginning in the 2022-2023 school year, the number of threat assessments conducted, the number of transient threats, and the number of substantive threats as well as the gender, race, and grade level of all students assessed by the threat assessment team.

Referral to Mental Health Services

All school personnel who receive training pursuant to F.S. 1012.584 shall be notified of the mental health services that are available in the District.

School Environmental Safety Incident Reporting

The superintendent is responsible for ensuring the accurate and timely reporting of incidents related to school safety and discipline in accordance with Florida law and rules promulgated by FL DOE.

Parents of District students have a right to access school safety and discipline incidents as reported pursuant to F.S. 1006.07 (9) and will be timely notified of threats, unlawful acts, and significant emergencies pursuant to F.S. 1006.07 (4) and (7).

Student Crime Watch Program

The Board shall implement a Student Crime Watch Program to promote responsibility among students and improve school safety. Through a Board resolution, the Board will require each Principal to distribute information (including a reference to Policy 8406) at their respective schools notifying students and the community as to how they can anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials.

Promotion of School Safety Awareness

In furtherance of Policy 8406 (*Reports of Suspicious Activity and Potential Threats to Schools*), the Board shall promote the use of the Florida Department of Education's mobile suspicious reporting tool ("FortifyFL") on the District's website, in newsletters, on school campuses, and in school publications. FortifyFL shall also be installed on all mobile devices issued to students and bookmarked on all computer devices issued to students.

Records Related to Compliance with F.A.C. 6A-1.0018

The District and all school staff will retain records demonstrating that the requirements of F.A.C. 6A-1.008 are met and provide such records to the Office of Safe Schools upon request.

Revised 5/25/19
Revised 7/27/21
Revised 3/8/22

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AGENDA ITEM NO. 10.2

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval to Amend School Board Policies

Executive Summary
The purpose of the requested amendments is to update the following School Board policies to conform to current legislation and eliminate redundant and obsolete language. The effect is that policies will be current and easier to understand and use.

Policy 1213/3213/4213 - Student Supervision and Welfare (Revised)

Policy 1590/3590/4590 - Personnel File (Revised)

Policy 2520 - Selection and Adoption of Instructional Materials (Revised)

Policy 5780 - Student/Parent Rights (Revised)

Policy 8141 - Mandatory Reporting of Misconduct (Revised)

Policy 8405 - School Safety and Security (Revised)

On July 26, 2022, the Board approved of advertising a Notice of Intent to amend School Board policies and setting a Public Hearing. On July 31, 2022, an advertisement appeared in the Bradenton Herald, which assures compliance with the provision of section 120.54 (3)(a) 1, Florida Statues (2021).

Policies will be electronically published, hyperlinked and keyword searchable.

The proposed policy amendments and new policies are attached and can also be viewed on the District's website at www.manateeschools.net.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Equitable Recruitment & Retention | Goal 1
Recruit the most qualified, diverse and motivated staff.

Equitable Recruitment & Retention | Goal 4
Develop a district-wide Professional Learning System.

Recommendation
The Superintendent recommends approval to amend School Board policies.

Financial Impact
There is no financial impact.

Contact
Submitting Department: Administration
Initiated By: Kevin Chapman

Attachments:
2022-07-26 Policies for September 13, 2022 Public Hearing

Approval of Advertising a Notice of Intent to Amend School Board Policies and Setting a Public Hearing at the Board Meeting on September 13, 2022

Policy 1213/3213/4213 - Student Supervision and Welfare (Revised)

- Revision due to recently passed legislative HB1557(2022)

Policy 1590/3590/4590 - Personnel File (Revised)

- Revision due to recently passed legislative HB131(2021)

Policy 2520 - Selection and Adoption of Instructional Materials (Revised)

- Revision due to recently passed legislative HB1467

Policy 5780 – Student/Parent Rights (Revised)

- Revision due to recently passed legislative HB15597(2022)

Policy 8141 - Mandatory Reporting of Misconduct (Revised)

- Revision due to recently passed legislative HB131(2021)

Policy 8405 - School Safety and Security (Revised)

- F.A.C. Rule 6A-1.0018 requires "Districts" to establish policies that explain the process the School Safety Specialist will use to identify instances of noncompliance at a school with a requirement in this rule, or other state law or rules relating to safety. The revisions to this policy are intended to provide more targeted information identifying processes that will be employed by the School Safety Specialist to identify and correct instances of noncompliance.

1213 - **STUDENT SUPERVISION AND WELFARE**

Each administrator shall maintain a standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities which include, but are not limited to, the following:

A. An administrator shall report immediately any accidents or safety hazards about which s/he is informed or detects to his/her supervisor as well as to other authorities or District staff members as may be required by established policies and procedures.

B. An administrator shall report unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to their supervisor and any applicable local public safety agencies and/or school officials in accordance with Policy 8406 - *Reports of Suspicious and Potential Threats to Schools.*

C. An administrator shall require staff under his/her supervision to provide proper instruction in safety matters as presented in assigned course guides.

D. An administrator shall not send students on any non-school related errands.

E. **An administrator shall encourage a student to discuss issues relating to the student's well-being with the student's parent, or shall facilitate the student's discussion of the issue with the parent.**

F. **An administrator shall notify the parent of a student if there is a change in the student's services or monitoring related to the student's mental, emotional, or physical health or well-being and in the school's ability to provide a safe and supportive learning environment for the student. Notice shall be made as soon as reasonably possible. The administrator shall make a good faith effort to speak with the parent either in person or by telephone, with follow-up written notice by e-mail or U.S. mail.**

G. **An administrator may not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.**

H. An administrator shall not inappropriately associate with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve illegal substances such as drugs, alcohol, or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

I. An administrator shall not knowingly distribute to a minor any material that is obscene and harmful to minors, as defined in F.S. 847.012, in any format and/or by any manner. An administrator who knowingly distributes any such material to a minor also commits a felony under State law and is subject to disciplinary action up to and including termination.

J. An administrator shall not disclose personally identifiable information about a student to third persons unless specifically authorized by law or the student's parent(s) to do so.

K. An administrator who is transporting a student should not do so unless accompanied by another adult.

L. A student shall not be required to perform work or services that may be detrimental to his/her health.

M. Administrators are discouraged from engaging students in social media and online networking media, including but not limited to such as Facebook, Twitter, Snapchat, Instagram, etc.

N. Administrators are expressly prohibited from posting any video or comment pertaining to any student on social network sites or similar forums, such as YouTube.

Since most information concerning a child in school is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

Pursuant to the laws of the State, each administrator shall report to the proper legal authorities immediately any sign of suspected child abuse, abandonment, or neglect.

Revised 10/23/18
Revised 8/11/20
Revised 1/25/22

F.S. 119.011
F.S. 847.012
F.S. 1001.42
F.S. 1001.51
F.S. 1002.22
F.S. 1003.32
F.S. 1006.07
20 U.S.C. 1232
34 C.F.R. Part 99

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Each instructional staff member shall maintain a standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities which include, but are not limited to, the following:

A. An instructional staff member shall report immediately to a building administrator any accidents or safety hazards s/he detects.

B. An instructional staff member shall report unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to their supervisor and any applicable local public safety agencies and/or school officials in accordance with Policy 8406 - *Reports of Suspicious Activity and Potential Threats to Schools*.

C. An instructional staff member shall provide proper instruction in safety matters as presented in assigned course guides.

D. An instructional staff member shall not send students on any non-school-related errands.

E. **An instructional staff member shall encourage a student to discuss issues relating to the student's well-being with the student's parent, or shall facilitate the student's discussion of the issue with the parent.**

F. **An instructional staff member shall advise and consult with the principal if there is a change in a student's services or monitoring related to a student's mental, emotional or physical health or well-being and the school's ability to provide a safe and supportive learning environment for the student. The staff member shall assist the principal in notifying the parent of any such change.**

G. **An instructional staff member shall not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.**

H. An instructional staff member shall not inappropriately associate with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve illegal substances such as drugs, alcohol, or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

I. An instructional staff member shall not knowingly distribute to a minor any material that is obscene and harmful to minors, as defined in F.S. 847.012, in any format and/or by any manner. An instructional staff member who knowingly distributes any such material to a minor also commits a felony under State law and is subject to disciplinary action up to and including termination.

J. An instructional staff member shall not transport students in a private vehicle without approval of the principal and unless accompanied by another adult.

K. A student shall not be required to perform work or services that may be detrimental to his/her health.

L. Staff members are discouraged from engaging students in social media and online networking media, including but not limited to Facebook, Twitter, Snapchat, **Instagram,** etc.

M. Staff members are expressly prohibited from posting any video or comment pertaining to any student on social network sites or similar forums, such as YouTube.

Since most information concerning a child in school, other than directory information described in Policy 8330, is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil

liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

Pursuant to the laws of the State, each instructional staff member shall report to the proper legal authorities immediately any sign of suspected child abuse, abandonment, or neglect.

Revised 10/23/18
Revised 1/25/22

F.S. 119.011
F.S. 847.012
F.S. 1001.42
F.S. 1001.51
F.S. 1002.22
F.S. 1003.32
F.S. 1006.07
20 U.S.C. 1232
34 C.F.R. Part 99

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Each support staff member shall maintain a standard of care for the supervision, control, and protection of students commensurate with assigned duties and responsibilities which include, but are not limited to, the following:

A. A support staff member shall report immediately to a building administrator any accidents or safety hazards s/he detects.

B. A support staff member shall report unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to their supervisor and any applicable local public safety agencies and/or school officials in accordance with Policy 8406 - *Reports of Suspicious Activity and Potential Threats to Schools*.

C. A support staff member shall not send students on any non-school related errands.

D. **A support staff member shall encourage a student to discuss issues relating to the student's well-being with the student's parent, or shall facilitate the student's discussion of the issue with the parent.**

E. **A support staff member shall advise and consult with the principal if there is a change in a student's services or monitoring related to a student's mental, emotional or physical health or well-being and the school's ability to provide a safe and supportive learning environment for the student. The support staff member may assist the principal in notifying the parent of any such change.**

F. **A support staff member shall not discourage or prohibit parental notification of and involvement in critical decisions affecting a student's mental, emotional, or physical health or well-being.**

G. A support staff member shall not inappropriately associate with students at any time in a manner which may give the appearance of impropriety, including, but not limited to, the creation or participation in any situation or activity which could be considered abusive or sexually suggestive or involve illegal substances such as drugs, alcohol, or tobacco. Any sexual or other inappropriate conduct with a student by any staff member will subject the offender to potential criminal liability and discipline up to and including termination of employment.

H. A support staff member shall not knowingly distribute to a minor any material that is obscene and harmful to minors, as defined in F.S. 847.012, in any format and/or by any manner. A support staff member who knowingly distributes any such material to a minor also commits a felony under State law and is subject to disciplinary action up to and including termination.

I. A support staff member shall not transport students in a private vehicle without the approval of a building administrator.

J. A student shall not be required to perform work or services that may be detrimental to his/her health.

K. Staff members are discouraged from engaging students in social media and online networking media, including but not limited to Facebook, Twitter, Snapchat**, Instagram,** etc.

L. Staff members are expressly prohibited from posting any video or comment pertaining to any student on social network sites or similar forums, such as YouTube.

Since most information concerning a child in school, other than directory information described in Policy 8330, is confidential under Federal and State laws, any staff member who shares confidential information with another person not authorized to receive the information may be subject to discipline and/or civil liability. This includes, but is not limited to, information concerning assessments, grades, behavior, family background, and alleged child abuse.

Pursuant to the laws of the State, each support staff member shall report to the proper legal authorities, immediately, any sign of suspected child abuse, abandonment, or neglect.

Revised 10/23/18
Revised 1/25/22

F.S. 119.011
F.S. 847.012
F.S. 1001.42
F.S. 1001.51
F.S. 1002.22
F.S. 1003.32
F.S. 1006.07
20 U.S.C. 1232
34 C.F.R. Part 99

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1590 - **PERSONNEL FILE**

It is necessary for the orderly operation of the School District to prepare a personal information system for the retention of appropriate files bearing upon an employee's duties and responsibilities to the District and the District's responsibilities to the employee.

The School Board requires that sufficient records exist to determine an employee's qualifications for the job held, compliance with Federal, State, and local benefit programs, conformance with District rules, and evidence of completed evaluations. Such records will be kept in compliance with the laws of the State of Florida. Materials relating to work performance, discipline, suspension, or dismissal will be reduced to writing and signed by a person competent to know the facts or make the judgment. The resignation or termination of an employee before an investigation of alleged misconduct by the employee affecting the health, safety, or welfare of a student is concluded must be clearly indicated in an employee's personnel file.

The term personnel file as used in this section shall mean all records, information, data, or materials maintained by a public school system, in any form or retrieval system whatsoever, with respect to any of its instructional staff, which are uniquely applicable to that employee, whether maintained in one (1) or more locations.

Only that information which pertains to the professional role of the employee and submitted by duly authorized school administrative personnel and the Board may be entered in the official record file.

Pursuant to State law, a complaint of misconduct against a District employee, and all information obtained pursuant to an investigation by the District of the complaint of misconduct, are confidential and exempt from inspection or copying until the investigation ceases to be active, or until the District provides written notice to the employee who is the subject of the complaint, in the manner set forth below, that the District has either:

A. concluded the investigation with a finding not to proceed with disciplinary action or file charges, or

B. concluded the investigation with a finding to proceed with disciplinary action and/or to file charges. If the investigation results in such a finding, the District shall also file a legally sufficient complaint regarding the misconduct as required by State law and Policy 8141 - Mandatory Reporting of Misconduct by Certificated Employees.

Notwithstanding F.S. 1012.31(3)(a)1, 1012.796(4), and this policy, within twenty-four (24) hours after a law enforcement agency provides the Superintendent with written notification pursuant to F.S. 1012.797 that a District employee has been arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the Principal shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

Materials relating to work performance, discipline, or dismissal must be reduced to writing and signed by an individual competent to know the facts or make the judgment. In cases of separation due to termination or resignation in lieu of termination, the person shall execute and maintain an affidavit of separation, on the form adopted by the Florida Department of Education, setting forth in detail the facts and reasons for such separation. The affidavit must expressly disclose when separation is due to a report of sexual misconduct with a student. The affidavit of separation must be executed under oath and constitutes an official statement within the purview of F.S. 837.06. The affidavit of separation must include conspicuous language that intentional false execution of the affidavit constitutes a misdemeanor of the second degree.

Regardless of the status of an investigation, any legally sufficient complaint will be filed in writing with Florida Department of Education (FLDOE) within thirty (30) days after the date on which the subject matter of the complaint comes to the attention of the District pursuant to F.S. 1012.796(1, d, 1). A complaint is legally sufficient if it contains ultimate facts that show a violation has occurred as provided in F.S. 1012.795 and defined by rule of the State Board of Education.

Any material that is derogatory to an employee shall not be open to inspection for an additional ten (10) days after the employee has been notified either:

A. by certified mail, return receipt requested, to the employee's ~~his/her~~ address of record; or

B. by personal delivery. The employee's signature on a copy of the materials to be filed shall be proof that such materials were given to the employee, with the understanding that such signature merely signifies receipt and does not necessarily indicate agreement with its contents.

No record in a personnel file which is confidential and exempt from inspection and copying pursuant to applicable law shall be disclosed except as provided by applicable law.

The Superintendent shall maintain a record in each personnel file of those persons reviewing the files each time they are reviewed.

A copy of each such entry shall be given to the employee upon request.

The employee shall have access to the employee's ~~his/her~~ file upon request.

The related procedures manual is entitled Personnel File Procedures.

Revised 9/10/19
Revised 5/24/22

F.S. 119.011
F.S. 119.07
F.S. 119.071
F.S. 1012.31
F.S. 1012.797

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3590 - **PERSONNEL FILE**

It is necessary for the orderly operation of the School District to prepare a personal information system for the retention of appropriate files bearing upon an employee's duties and responsibilities to the District and the District's responsibilities to the employee.

The School Board requires that sufficient records exist to determine an employee's qualifications for the job held, compliance with Federal, State, and local benefit programs, conformance with District rules, and evidence of completed evaluations. Such records will be kept in compliance with the laws of the State of Florida. Materials relating to work performance, discipline, suspension, or dismissal will be reduced to writing and signed by a person competent to know the facts or make the judgment. The resignation or termination of an employee before an investigation of alleged misconduct by the employee affecting the health, safety, or welfare of a student is concluded must be clearly indicated in an employee's personnel file.

The term personnel file as used in this section shall mean all records, information, data, or materials maintained by a public school system, in any form or retrieval system whatsoever, with respect to any of its instructional staff, which are uniquely applicable to that employee, whether maintained in one (1) or more locations.

Only that information which pertains to the professional role of the employee and submitted by duly authorized school administrative personnel and the Board may be entered in the official record file.

Pursuant to State law, a complaint of misconduct against a District employee, and all information obtained pursuant to an investigation by the District of the complaint of misconduct, are confidential and exempt from inspection or copying until the investigation ceases to be active, or until the District provides written notice to the employee who is the subject of the complaint, in the manner set forth below, that the District has either:

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Revised 9/10/19
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F.S. 119.011
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2520 - SELECTION AND ADOPTION OF INSTRUCTIONAL MATERIALS

The School Board adopts courses of study pursuant to State law. When adopting courses of study, State law also requires the Board to adopt and provide adequate instructional materials to students enrolled in the District.

"Adequate instructional materials" means a sufficient number of student or site licenses or sets of materials that are available in bound, unbound, kit, or package form and may consist of hard-backed or soft-backed textbooks, electronic content, consumables, learning laboratories, manipulatives, electronic media, and computer courseware or software that serves as the basis for instruction for each student in the core courses of mathematics, language arts, social studies, science, reading, and literature.

Furthermore, Federal law requires the Board to provide accessible instructional materials as specified in a student's Individualized Education Program (IEP). Such accessible instructional materials may be of a type or in a format as specified in the definition of adequate instructional materials in this policy.

As required by State law, instructional materials adopted and used in the District shall be consistent with the goals and objectives in the District's adopted course of study and with the course descriptions established by State Board rule. The Board is responsible for the content of all instructional materials and any other materials used in a classroom, made available in a school library, or included on a reading list. Upon written request, an individual will be provided access to material or books specified in the written request that are maintained in a District library if such material or books are available for review. The school principal shall arrange for a convenient time to provide such access.

The Superintendent shall develop administrative procedures that set forth a process to involve staff in the review and evaluation of instructional materials. The staff involved in this process shall recommend to the Superintendent for submission to the Board for adoption the instructional materials that address the goals and objectives for adopted courses of study and the course descriptions established by State Board rule. The instructional materials shall be from the State-adopted instructional materials list if there has been a State adoption or from publishers and other resources if there has not been a State adoption.

The Superintendent's procedures shall also prescribe the process for the acquisition, management, use, accountability, and reporting requirements of all instructional materials.

Adoption of Instructional Materials

Prior to submitting a recommendation to the Board regarding the recommended instructional materials, those materials will be accessible for review online for at least twenty (20) calendar days prior to the open publicly noticed meeting at which a public hearing will be held so that the Board can receive comment, if any, about the instructional material under consideration for adoption. The Superintendent shall establish reasonable safeguards against the unauthorized use, reproduction, and distribution of the instructional material under consideration.

Following the public hearing, the Board may act upon the Superintendent's recommendation to adopt the instructional materials.

At an open publicly noticed meeting following the meeting at which the instructional material is adopted, the Board shall consider a recommendation to approve an annual instructional materials plan that identifies any instructional materials to be purchased pursuant to the instructional materials review process described herein.

The Superintendent shall maintain a list of all adopted instructional materials.

Purchase of Instructional Materials

Following adoption by the Board, requisitions shall be issued to purchase current instructional materials from the State-adopted instructional materials list so that each student in kindergarten through grade 12 will have a major tool of instruction in core courses of the subject areas of mathematics, language arts, science, social studies, reading, and literature. Any materials purchased shall be free of pornography and material prohibited under F.S. 847.012, suited to student needs and their ability to comprehend the material presented, and appropriate for the grade level and age group for which the materials are used or made available.

Requisitions shall also be issued to purchase instructional materials that will be the major tool of instruction for subjects in the State Course Code Directory for which the Board has adopted courses of study, but for which there are no materials on the State-adopted instructional materials list.

The Superintendent shall approve these purchases.

In any year in which the total instructional materials allocation for District has not been expended or obligated prior to June 30th, the unobligated amount shall be carried forward and added to the next year's allocation.

The District shall maintain on its website a current list of instructional materials, by grade level, purchased by the District.

Presentations to Students

Presentations to individuals or students by outside groups are deemed to be instructional, and as such, are subject to principal approval. These presentations must support the District curriculum and be approved by the principal in writing.

Achieving Desired Results from Instructional Materials

To achieve the desired results, the instructional materials must conform to the following:

A. be used as designed, including the recommended protocols of the time required;

B. support the current Florida State standards and District curriculum;

C. be culturally relevant;

D. be used in such a way that appropriate instructional practices meet the needs of all students, included ESE (Exceptional Student Education), ELL (English Language Learners), and gifted;

E. be the most current materials whether adopted, non-adopted, or ancillary;

F. contribute to achieving the District's mission and strategic objectives;

G. be included as part of teachers' lesson plans.

Criteria for Evaluation of Instructional Materials

As an inherent condition of employment, all instructional personnel must ensure that any materials used with student meet the criteria as follows:

A. support or contribute to achieving the School District's mission, core values, and strategic objectives;

B. provide an accurate portrayal of ethic, socioeconomic, cultural, and racial diversity in our society;

C. are accurate, objective, current, age appropriate, and suited to the academic needs, reading levels, and comprehension levels of students, including ESE, ELL, and gifted;

D. meet the State and District standards;

E. are free of pornography or materials that is otherwise prohibited by Florida statute.

Use of Electronic Media

A. Instructional staff are required to be knowledgeable of the current School District's procedures regarding the Motion Picture Association of America (MPAA) Rating System for DVDs and other commercially produced non-print electronic media.

B. The MPAA Rating System is defined as follows:

1. G – Movie suitable for all ages

2. PG – Parental guidance suggested – Contains mature themes, may not be suitable for young children.

3. PG 13 – Parents strongly cautioned – Contains mature themes, may not be suitable for children under thirteen (13) years old.

4. R – Restricted – Contains mature themes (usually sex, violence, or profanity). Children under seventeen (17) not admitted without an adult.

5. NC17 – No children under seventeen (17) admitted.

C. Instructional staff must adhere to rules for using DVDs and other commercially produced electronic medial in the District. The use of electronic media must be relevant to the District curriculum and reflected in the lesson plan.

1. If films having a rating other than G are to be used at the elementary school level, the principal must approve the use and parental permission forms signed by the parent or legal guardian must be on file for each electronic medial title prior to its showing. Teachers will offer parents an opportunity to preview the materials.

2. If films having a rating other than G or PG are to be used at the middle school level, the principal must approve the use and parental permission forms signed by the parent or legal guardian must be on file for each electronic media title prior to its showing. Teachers will offer parents an opportunity to preview the materials.

3. If films having a rating other than G, PG, or PG-13 are to be used at a high school level, the principal must approve the use and parental permission forms signed by the parent or legal guardian must be on file for each electronic media title prior to its showing. Teachers will offer parents an opportunity to preview the materials.

Inventory of Adopted and District Wide Instructional Materials

A. An annual inventory of all State adopted and District approved instructional materials and related teacher support materials for those items (not including consumables) shall be completed by each school site. This inventory includes materials purchased for use in place of State adopted items. The annual instructional materials inventory shall be completed through the District's approved software program for textbook inventory.

B. Each school shall complete and submit reports showing "0" quantity of unaccounted titles along with a list of lost/unaccounted materials to the District Instructional Materials Office to substantiate that the school's instructional materials inventory is complete. Items marked as "unaccounted for" shall remain marked as such in the inventory record for the duration of the adoption for the subject.

Accountability

A. Each District school is accountable to the Board for the replacement or reimbursement of all lost State adopted and District recommended instructional materials.

B. If a student fails to pay for lost or damaged instructional materials either through monetary payment or community service, the principal may suspend the student from participating in extra-curricular activities until the obligation is satisfied.

C. All instructional materials purchased with District or school funds remain the property of the School District and must be retained at the site. Teachers to whom materials are checked out must return these materials before transferring to another school or leaving the District. Teachers will be required to pay for lost or damaged materials. If they do not make adequate restitution, they will be subject to disciplinary action. Materials lost by students or teachers will be replaced by the purchase of a duplicate copy in good condition for the first two (2) years after being marked lost or until the end of the adoption whichever comes first or payment of 100% of the original cost. This obligation shall remain open and active until satisfied.

D. Each school principal shall provide information regarding responsibility about and the value of loaned instructional materials to parents, students, and teachers. The District's "Code of Student Conduct" will include reference to the student's responsibility for lost books. The school will ensure that the school's teacher handbook includes reference to the teacher's responsibility regarding instructional materials loaned to them for use.

E. The following Florida statute should be included in both student and teacher handbooks. Responsibility of students and parents for instructional materials are as follows:

    1. All instructional materials purchased under the provisions of this part are the property of the District. When distributed to the students, these instructional materials are on loan to the students while they are pursuing their courses of study and are to be returned at the direction of the school principal or the teacher in charge. Each parent of a student to whom or for whom instructional materials have been issued, is liable for any loss or destruction of, or unnecessary damage to, the instructional materials or for failure of the student to return the instructional materials when directed by the school principal or the teacher in charge and shall pay for such loss, destruction, or unnecessary damage as provided by law.

    2. Nothing in this part shall be construed to prohibit parents from exercising their right to purchase instructional materials from the School District.

Sale of Instructional Materials

A. The Board does not keep an inventory of instructional materials used in the District's schools for loan or sale to community members.

B. Those wishing to purchase copies of the textbooks used by the students in the School District should contact the Board Instructional Materials Office where assistance in procuring the appropriate materials will be provided.

Obsolete, Unserviceable or Surplus Instructional Materials

A. Instructional materials may become obsolete, unserviceable, or surplus as follows:

    1. when they are replaced by newly adopted materials;

    2. when the condition of the materials makes them unwanted.

With District level approval through the Instructional Materials Office, schools are encouraged to give their unwanted instructional materials to other public education programs within the District or State, to their teachers to use in developing supplementary teacher materials, to students or others, or to any charitable organization, governmental agency, home education students, or private schools. School District Instructional Materials labels must be removed from any and all surplus materials being received by any organization or individual.

B. District or schools may sell their unwanted instructional materials that are out of adoption to used book dealers, recycling plants, pulp mills, or other persons, firms, or corporations upon such terms as most economically advantageous to the School District.

Replacement and Purchase of Instructional Materials by Students/Parents

Students shall be held responsible for the cost of replacing any instructional materials lost, destroyed, or unnecessarily damaged. Failure to provide payment for the damage or loss may result in the suspension of the student from participation in extra-curricular activities, or the debt may be satisfied by the student performing community service activities at the school site as determined by the school principal.

A student or his/her parent(s) may purchase a copy of the designated course instructional materials, regardless of format, for the District's purchase price, including shipping, plus ten percent (10%).

Cost of materials may be charged for materials used in those activities beyond the basic curriculum in which a student elects to participate, particularly in activities where the product becomes the property of the student.

Process for Parents and Residents to Contest Adoption of Instructional Materials

The following individuals may file an objection to the adoption of a specific instructional material:

A. parents of students in the District; and

B. residents of the county.

For purposes of this policy, "resident" means a resident of the county who has maintained his/her residence in Florida for the preceding year, has purchased a home that is occupied by him/her as his/her residence, or has established a domicile in Florida pursuant to F.S. 222.17.

Filing a Petition

A parent or resident must file a petition with the Board within thirty (30) calendar days after the Board's adoption of specific instructional material on a form provided by the Board. The petition form shall be publicly available by visiting any school in person or by accessing the link on the Board's website. The petition must be signed by the parent or resident, include the required contact information, and state the objection to the instructional material based on the criteria set forth in F.S. 1006.31(2) or 1006.40(3)(d).

Timeframe for Hearing

When the thirty (30) calendar day period following Board adoption of the instructional material in question has expired, the Board will conduct at least one (1) open public hearing before an unbiased and qualified hearing officer for all timely petitions received.

Hearing Officers

Hearing officers are not employees or agents of the District with the exception of any agreement entered into for purposes of conducting the hearings set forth herein. Hearing officers shall be selected annually by the Board from a list of candidates provided by the Superintendent.

Procedures for Hearings

Petitioners will have an adequate and fair opportunity to be heard and present evidence to the hearing officer. Hearings shall be conducted as follows:

A. The petitioner may make an opening statement.

B. The District's representative may make an opening statement.

C. The petitioner may present evidence (including documents and testimony from witnesses) that instructional material does not meet the criteria of F.S. 1006.31(2) or 1006.40(3)(d) if it was selected for use in a course or otherwise made available to students in the School District but was not subject to the public notice, review, comment, and hearing procedures under F.S. 1006.283(2)(b)8., 9., and 11.

D. The District representative may present evidence (including documents and testimony from witnesses) that the instructional material does meet the criteria of F.S. 1006.31(2) or 1006.40(3)(d) if it was selected for use in a course or otherwise made available to students in the School District but was not subject to the public notice, review, comment, and hearing procedures under F.S. 1006.283(2)(b)8., 9., and 11.

E. The petitioner may make a closing statement.

F. The District representative may make a closing statement.

Within fourteen (14) days of the date of the hearing, the hearing officer shall submit a recommended order to the Board. The Board shall consider the recommended order and enter a final order at a publicly noticed Board meeting. If the petitioner proves that instructional material does not meet the criteria required under F.S. 1006.28, or contains prohibited material under that statute, it shall be removed in accordance with Florida law. The Board's decision is final and not subject to further petition or review.

Hearings under this policy are not subject to the provisions of F.S. Chapter 120.

Parent and Resident Objections to Instructional Material Used in Classrooms, Made Available in a School Library, or Included on a Reading List

Parents and residents of the county may object to the use of a specific instructional material in the classroom, made available in a school library, or included on a reading list based on the criteria set forth in F.S. 1006.28(2)(a)2. or F.S. 1014.05(1)(c).

For purposes of this policy, "resident" means a resident of the county who has maintained their residence in Florida for the preceding year, has purchased a home that is occupied them as their residence, or has established a domicile in Florida pursuant to F.S. 222.17.

Parents and residents of the county should make any such objection in writing to the principal identifying the specific instructional material and stating the basis for the objection.

The principal will review the objection and may meet with the teacher or objector, or both, in an attempt to resolve the objection, which may include using an alternative instructional material. If the objection is not resolved to the objector's satisfaction, the principal shall refer the matter to the appropriate District-level curriculum supervisor.

The District-level curriculum supervisor will meet with the objector and attempt to resolve the objection. If the objection is still not resolved to the objector's satisfaction, the matter will be referred for a hearing, using the hearing procedures set forth in Policy 2520.

If the Board finds that the instructional material does not meet the criteria under F.S. 1006.28(2)(a)2.a. or that any other material contains prohibited content under F.S. 1006.28(2)(a)2.b., the district will discontinue use of the material for any grade level or age group for which such use is inappropriate or unsuitable. The decision of the Board shall be final.

Free School-Related Instructional Materials

Free instructional materials may be accepted for classroom and school purposes under conditions that meet all the following criteria:

A. The initiative for securing the materials should be of the type that teachers seek rather than materials forwarded to them to promote the interests of an outside agency.

B. The materials should fill a legitimate purpose of the school curriculum.

C. The advertising feature of the materials should be minimized.

D. Educational films should contain a minimum amount of commercial advertising.

Equipment or Instructional Materials Vendors

The principal may permit vendors to demonstrate and show only that equipment and instructional materials which can be used to improve the instructional program and which are under consideration for purchase by the school.

New Worlds Reading Initiative

The New Worlds Reading Initiative, created by the Florida Department of Education, provides high-quality, free books directly to K-5 students who score below a level 3 in the preceding year's statewide English Language Arts Assessment (ELA), or having a substantial reading deficiency. The school district must notify parents of eligible students in writing and provide them with the application form, which must allow for the selection of specific book topics or genres for the student. The district must coordinate monthly book deliveries with the program administrator beginning no later than October and continuing through at least June. However, for the 2021-2022 school year only, delivery may begin no later than December 31, 2021. The district must participate in the initiative by partnering with local nonprofit organizations and raising awareness by using marketing materials provided by the program administrator. A student's eligibility for the initiative continues until promotion to grade 6 or until the parent opts out of the initiative.

The District shall coordinate with each charter school it sponsors for the purposes of identifying eligible students, notifying parents, coordinating book deliveries, providing the opportunity to annually select book topics and genres, and raising awareness of the initiative.

F.S. 119.071
F.S. 212.183
F.S. 1001.215
F.S. 1002.22
F.S. 1003.485
F.S. 1006.28
F.S. 1006.28 through 1006.42
F.S. 1008.22
F.S. 1008.25(5) (a)
F.S. 1008.25 (5) (c)
F.S. 1014.05
F.A.C. 6A-6.03028
34 C.F.R. Part 300

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5780 - **STUDENT/PARENT RIGHTS**

The School Board recognizes that students possess not only the right to an education but the rights of citizenship as well. Federal and State law prohibits the Board from adopting any policy or rule, or from entering into any agreement, that infringes upon or waives the rights of freedoms afforded to students by the United States Constitution.

In providing students the opportunity for an education to which they are entitled, the District shall attempt to offer nurture, counsel, and custodial care appropriate to their age and maturity. The District shall, at the same time, guarantee that no student is deprived of the basic right to equal treatment and equal access to the educational program, due process, a presumption of innocence, free expression and association, and the privacy of his/her own thoughts.

Attendant to the rights guaranteed to each student, however, are certain responsibilities, which include respect for the rights of others, obedience to properly constituted school authority, and compliance with the procedures and rules of the District.

Since a student who has reached the age of majority possesses the full rights of an adult, s/he may authorize those school matters previously handled by his/her parents, but s/he also assumes the responsibility for his/her performance in school, attendance, and compliance with school rules.

All K-12 students in Florida are entitled to a uniform, safe, secure, efficient, and high-quality system of education, one that allows students the opportunity to obtain a high-quality education. Parents are responsible to ready their children for school; however, neither the State of Florida nor the District can be a guarantor of any individual student's success.

Parental Access at School

Each parent has the right to pick-up, visit, and meet with his/her student at school, without interference of or the need for consent from the other parent, unless the school has received a certified copy of an enforceable court order that provides to the contrary. The Principal may restrict the times, location, frequency, and length of parent visitations at school, based on legitimate pedagogical or scheduling reasons. The District will abide by enforceable "no contact orders" which have been provided to the school.

Educational Decisions

Both parents have an equal right to make decisions about the education and welfare of their student unless the school has received a certified copy of an enforceable court order that specifies that one of the parents, or someone else, has the sole right to make educational and/or general welfare decisions for the student.

If the parents cannot agree on a significant decision about the student's education or on matters affecting the health, safety, or welfare of the student, the school will take action based on what it considers to be in the best interests of the child.

Attendance

A. Termination of Enrollment

A student who attains the age of sixteen (16) years during the school year has the right to file a formal declaration of intent to terminate school enrollment if the declaration is signed by the parent. The parent has the right to be notified by the District of its receipt of the student's declaration of intent to terminate school enrollment.

B. Married or Pregnant

Students who become or have become married or who are pregnant and parenting have the right to attend school and receive the same or equivalent educational instruction as other students.

C. Compulsory Attendance

Parents of students who have attained the age of six (6) years by February 1st of any school year

but who have not attained the age of sixteen (16) years must comply with the compulsory school attendance laws. Parents have the option to comply with the school attendance laws by attendance of the student in a public school; a parochial, religious, or denominational school; a private school; a home education program; or a private tutoring program. (see also Policy 5112 - Entrance Requirements)

D. Absence for Religious Purposes

A parent of a student may request and be granted permission for absence of the student from school for religious instruction or religious holidays. (see also Policy 5225 - Absences for Religious Holidays)

E. Dropout Prevention and Academic Intervention Programs

The parent of a student has the right to receive written notice by certified mail prior to placement of the student in a dropout prevention and academic intervention program. The parent will be notified in writing and entitled to an administrative review of any action by school personnel relating to the student's placement.

F. Absence for Treatment of Autism Spectrum Disorder

A parent of a student may request and be granted permission for absence of the student from school for an appointment scheduled to receive a therapy service provided by a licensed health care practitioner or behavior analyst certified pursuant to Florida law for the treatment of autism spectrum disorder including, but not limited to, applied behavioral analysis, speech therapy, and occupational therapy.

Health Issues

A. **Notice of Health Care Services**

At the beginning of the school year, the District will provide notice to parents of all health care services offered at their student's school and of the option to withhold consent to or decline any specific service. Before administering a student well-being questionnaire or health screening form to a student in kindergarten through grade 3, the District will provide the questionnaire or form to the parent and obtain the permission of the parent.

B. School-Entry Health Examinations

The parent of any student shall be exempt from the requirement of a health examination upon written request stating objections on religious grounds. (see also Policy 5112 - Entrance Requirements)

C. Immunizations

The parent of any student shall be exempt from the school immunization requirements upon meeting any of the specified exemptions. (see also Policy 5320 - Immunizations and Policy 5112 - Entrance Requirements)

D. Biological Experiments

Parents may request that their child be excused from performing surgery or dissection in biological science classes.

E. Reproductive Health and Disease Education

A public school student whose parent makes written request to the school Principal shall be

exempted from the teaching of reproductive health or any disease, including HIV/AIDS.

F. Contraceptive Services to Students

Students may not be referred to or offered contraceptive services at school facilities without the parent's consent.

G. Career Education Courses Involving Hazardous Substances

High school students must be given plano safety glasses or devices in career education courses involving the use of hazardous substances likely to cause eye injury.

H. Substance Abuse Reports

The parent of a student must be timely notified of any verified report of a substance abuse violation by the student.

I. Inhaler Use

Asthmatic students whose parent and physician provide their approval to the school Principal may carry a metered dose inhaler on their person while in school. The school Principal shall be provided a copy of the parent's and physician's approval. (see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

J. Epinephrine Use and Supply

A student who has experienced or is at risk for life-threatening allergic reactions may carry an epinephrine auto-injector and self-administer epinephrine by auto-injector while in school, participating in school-sponsored activities, or in transit to or from school or school-sponsored activities if the school has been provided with written parental and physician authorization.

The School District shall be indemnified by the parent of a student who is authorized to carry an epinephrine auto-injector for any and all liability with respect to the student's use of an epinephrine auto-injector pursuant to this policy.

The District and its employees and agents, including the physician who provides the standing protocol for school epinephrine auto-injectors, are not liable for any injury arising from the use of an epinephrine auto-injector administered by trained school personnel who follow the adopted protocol and whose professional opinion is that the student is having an anaphylactic reaction:

1. unless the trained school personnel's action is willful and wanton;

2. notwithstanding that the parents or guardians of the student to whom the epinephrine is administered have not been provided notice or have not signed a statement acknowledging that the School District is not liable; and

3. regardless of whether authorization has been given by the student's parents or guardians or by the student's physician, physician's assistant, or advanced registered nurse practitioner.

(see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

K. Diabetes Management

The District may not assign a student who has diabetes to a particular school on the basis that the student has diabetes, that the school does not have a full-time school nurse, or that the school does not have trained diabetes personnel.

Diabetic students whose parent and physician provide their written authorization to the school Principal may carry diabetic supplies and equipment on their person and attend to the management

and care of their diabetes while in school, participating in school-sponsored activities, or in transit to or from school or school-sponsored activities, to the extent authorized by the parent and physician and within the parameters set forth by State Board of Education rule. The written authorization shall identify the diabetic supplies and equipment that the student is authorized to carry and shall describe the activities the child is capable of performing without assistance, such as performing blood-glucose level checks and urine ketone testing, administering insulin through the insulin-delivery system used by the student, and treating hypoglycemia and hyperglycemia.

The District and its employees and volunteers shall be indemnified by the parent of a student who is authorized to carry diabetic supplies or equipment for any and all liability with respect to the student's use of such supplies and equipment pursuant to this policy.

(see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

L. Use of Prescribed Pancreatic Enzyme Supplements

A student who has experienced or is at risk for pancreatic insufficiency or who has been diagnosed as having cystic fibrosis may carry and self-administer a prescribed pancreatic enzyme supplement while in school, participating in school-sponsored activities, or in transit to or from school or school-sponsored activities, IF the school has been provided with written authorization from the student's parent and prescribing practitioner.

The District and its employees and volunteers shall be indemnified by the parent of a student who is authorized to use prescribed pancreatic enzyme supplements for any and all liability with respect to the student's use of the supplements under this policy.

(see also Policy 5330.01 - Self-Administered Medication and Epinephrine Use)

M. Involuntary Examinations of Students

Before a Principal contacts a law enforcement officer for possible removal of a student from school for involuntary examination, the Principal must verify that the school has used de-escalation strategies and initiated outreach to a mobile response team, unless the Principal reasonably believes that any delay in removing the student will increase the likelihood of harm to the student or others.

The Principal shall make a reasonable attempt to notify a parent of a student before the student is removed from school, school transportation, or a school-sponsored activity to be taken to a receiving facility for an involuntary examination pursuant to F.S. 394.463. Reasonable attempt to notify means the exercise of reasonable diligence and care by the Principal to make contact with the student's parent, guardian, or other known emergency contact whom the student's parent or guardian has authorized to receive notification of an involuntary examination. At a minimum, the Principal must take the following actions:

1. Use available methods of communication to contact the student's parent, guardian, or other known emergency contact including, but not limited to, telephone calls, text messages, e-mails, and voicemail messages following the decision to initiate an involuntary examination of the student;

2. Document the method and number of attempts made to contact the student's parent, guardian, or other known emergency contact, and the outcome of each attempt.

The Principal who successfully notifies any other known emergency contact may share only the information necessary to alert such contact that the parent or caregiver must be contacted. All such information must be in compliance with federal and state law.

The Principal may delay the required notification for no more than twenty-four (24) hours after a student is removed if:

1. the Principal deems the delay to be in the student's best interest and if a report has been submitted to the central abuse hotline, pursuant to F.S. 39.201, based upon knowledge or suspicion of abuse, abandonment, or neglect. (see also Policy 2410 - School Health Services); or

2. the Principal reasonably believes that such delay is necessary to avoid jeopardizing the health and safety of the student.

M. Sun-protective Measures in School

A student may possess and use a topical sunscreen product while on school property or at a school-sponsored event or activity without a physician's note or prescription if the product is regulated by the United States Food and Drug Administration for over-the-counter use to limit ultraviolet light-induced skin damage.

N. **Face Covering and Quarantine Mandates in Response to COVID-19**

Neither the Board nor any agent or employee of the Board may:

1. **require a student to wear a face mask, a face shield, or any other facial covering that fits over the mouth or nose. However, a parent, at the parent's sole discretion, may allow his/her child to wear a face mask, a face shield, or any other facial covering that fits over the mouth or nose;**

   This prohibition does not apply to safety equipment required as part of a course of study consistent with occupational or laboratory safety requirements.

2. **prohibit a student from attending school or school-sponsored activities, prohibit a student being on school property, or subject a student to restrictions or disparate treatment, based on an exposure to COVID-19, so long as the student remains asymptomatic and has not received a positive test for COVID-19.**

O. **Naloxone Use and Supply**

Schools may purchase a supply of the opioid antagonist naloxone from a wholesale distributor as defined in F.S. 499.003 or may enter into an arrangement with a wholesale distributor or manufacturer as defined in F.S. 499.003 for naloxone at fair-market, free, or reduced prices for use in the event that a student has an opioid overdose. The naloxone must be maintained in a secure location on the school's premises.

Discipline

A. Suspension

A student may be suspended only as provided by policy of the District. A good faith effort must be made to immediately inform the parent by telephone of the student's suspension and the reason. Each suspension and the reason must be reported in writing within twenty-four (24) hours to the parent by United States mail. A good faith effort must be made to use parental assistance before suspension unless the situation requires immediate suspension.

A student with a disability may only be recommended for suspension or expulsion in accordance with State Board of Education rules.

B. Expulsion

Public school students and their parents have the right to written notice of a recommendation of expulsion, including the charges against the student and a statement of the right of the student to due process.

Safety

Students who have been victims of certain felony offenses by other students, as well as the siblings of the student victims, have the right to be kept separated from the student offender, both at school and during school transportation.

Educational Choice

A. Public School Choices

Parents may seek whatever public school options are applicable and available to students in the School District.

Options also include the public educational choice options of the Hope Scholarship Program (see Policy 2371 - Hope Scholarships), the Opportunity Scholarship Program, ~~and~~ the McKay Scholarships for Students with Disabilities Program, **the Family Empowerment Scholarship Program, and the Florida Tax Credit Scholarship Program**. (see also Policy 2370.01 - Virtual Instruction, and Policy 5113 - School Choice Options Provided by Federal Law)

B. **Parental/Other** School Choices

Parents may seek private educational choices.

All requests for a student to be transferred to another classroom teacher shall be considered by the Principal. Within two (2) weeks of receiving a completed Form 5780 F3, the Principal shall notify the parent in writing as to whether the request is approved or denied.

If an in-field teacher for the student's course and grade level is employed by the school and the transfer would not violate maximum class size requirements, the request shall be approved. The student shall be transferred no later than two (2) weeks from the date Form 5780 F3 is received.

If denied, the Principal shall specify the reasons for the denial.

ACCEL Options

Parents may request student participation in Academically Challenging Curriculum to Enhance Learning (ACCEL) options, including whole grade promotion, midyear promotion or subject matter acceleration. If the parent selects one of these ACCEL options and the student meets eligibility and procedural requirements in the student progression plan, the student will have the opportunity to participate in the ACCEL option.

Nondiscrimination

All education programs, activities, and opportunities offered by the District are available without discrimination on the basis of race (including anti-Semitism [as defined in Bylaw 0100]), color, ethnicity, national origin, sex (including sexual orientation, transgender status, or gender identity), disability (including HIV, AIDS, or sickle cell trait), pregnancy, marital status, age (except as authorized by law), religion, military status, ancestry, or genetic information, which are classes protected by State and/or Federal law (collectively, "protected classes"). (see also Policy 2260 - Nondiscrimination and Access to Equal Educational Opportunity and Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability)

Exceptional Students ~~with Disabilities~~

Parents may enroll their eligible child in gifted or special education. (See also Policy 2460 - Exceptional Student Education)

A. Notice and Due Process

Parents of students with disabilities and parents of students in residential care facilities are entitled to notice and due process. (see also Policy 2460 - Exceptional Student Education)

B. Graduation

Students with disabilities are provided the opportunity to meet the graduation requirements for a standard high school diploma. Certain students with disabilities may be awarded a special diploma upon high school graduation. (see also Policy 2623 - Student Assessment)

C. Meetings with District Personnel

Parents of students with disabilities, or eligible students with disabilities, may be accompanied by another person of their choice at any meeting with District personnel.

District personnel will not object to the attendance of such adult or discourage or attempt to discourage through any action, statement, or other means, parents or an eligible student, from inviting another person of their choice to attend any meeting. Parents, eligible students, or other individuals invited to attend such meetings by parents or eligible students on school grounds shall sign-in at the front office of such school as a guest.

Parents, or eligible students, and District personnel shall sign **a form** ~~**Form 5780-F1**~~ at the meeting's conclusion which states whether or not any District personnel have prohibited, discouraged, or attempted to discourage the parents, or eligible student from inviting a person of their choice to the meeting pertaining to their child's, or their own, educational environment, placement, or discipline.

Blind Students

Students who are blind have the right to an individualized written education program and appropriate instructional materials to attain literacy.

Limited English Proficient Students

Limited English proficient students have the right to receive English for Speakers of Other Languages (ESOL) instruction designed to develop the student's mastery of listening, speaking, reading, and writing in English as rapidly as possible. The students' parents have the right of parental involvement in the ESOL program.

Students with Reading Deficiencies

Each elementary school shall regularly assess the reading ability of each K-3 student. The parent of any K-3 student who exhibits a reading deficiency shall be immediately notified of the student's deficiency with a description and explanation, in terms understandable to the parent, of the exact nature of the student's difficulty in learning and lack of achievement in reading; shall be consulted in the development of a progress monitoring plan; and shall be informed that the student will be given intensive reading instruction until the deficiency is corrected.

Pledge of Allegiance

A student will be excused from reciting the Pledge of Allegiance or the Declaration of Independence, upon written request by the student's parent, in accordance with State law. See also Policy 8800, Religious/Patriotic Ceremonies and Observances.

Student Records

A. Each parent has an equal right of access, right to waive access, right to challenge and hearing and right of privacy in the education records of his or her student who is a minor or a dependent adult pursuant to law, unless the school has received a certified copy of an enforceable court order that provides to the contrary.

B. A student is not required to provide his/her social security number as a condition for enrollment or graduation.

C. The school will not collect, obtain or retain information on the political affiliation, voting history, religious affiliation or biometric information of a student, parent or siblings.

Student Report Cards

Students and their parents have the right to receive student report cards on a regular basis that clearly depict and grade the student's academic performance in each class or course, the student's conduct, and the student's attendance.

Student Progress Reports

Parents shall be informed at regular intervals of the academic progress and other needed information regarding their child, including ways they can help their child to succeed in school.

Student Accountability and School Improvement Rating Reports

Parents of public school students are entitled to an easy-to-read report card about the school's grade designation or, if applicable, school's improvement rating, and the school's accountability report, including the school financial report.

High School Athletics

A. Eligibility

A student is eligible in the school in which s/he first enrolls each school year, the school in which the student makes himself/ herself a candidate for an athletic team by engaging in practice before enrolling, or the school to which the student has transferred with approval of the Board, in accordance with State law.

B. Medical Evaluation

Students must satisfactorily pass a medical evaluation each year before participating in athletics, unless the parent objects in writing based on religious tenets or practices, in accordance with State law.

Extra-Curricular Activities

A. Eligibility

Students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities. (see also Policy 2430 - District-Sponsored Clubs and Activities)

B. Home Education Students

Home education students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities at the public school to which the student would be assigned or could choose to attend according to Board policies, or may develop an agreement to participate

at a private school.

C. Charter School Students

Charter school students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities at the school to which the student would be assigned or could choose to attend according to Board policies unless such activity is provided by the student's charter school.

D. Florida Virtual School Full-Time Students

Florida Virtual School full-time students who meet specified academic and conduct requirements are eligible to participate in extra-curricular activities at the public school to which the student would be assigned or could choose to attend according to Board policies.

Instructional Materials

A. Core Courses

Each student is entitled to sufficient instructional materials in the core courses of mathematics, language arts, social studies, science, reading, and literature.

B. Curricular Objectives

The parent of each student has the right to receive effective communication from the school Principal as to the manner in which instructional materials are used to implement the school's curricular objectives.

C. Sale of Instructional Materials

Upon request of the parent of a student, the Principal will sell to the parent any instructional materials used in the school.

D. Dual Enrollment Students

Instructional materials purchased by the District or a Florida College System institution board of trustees on behalf of dual enrollment students is available to the dual enrollment students free of charge.

E. Parent Access to Instructional Materials

Parents have the ability to access their child's instructional materials and may object to the use of a specific instructional material or contest the adoption of instructional material (See Policy 2520, Selection and Adoption of Instructional Materials).

Juvenile Justice Programs

Students who are in juvenile justice programs have the right to receive educational programs and services, in accordance with State law.

Parental Input and Meetings

A. Meetings with School District Personnel

Parents may be accompanied by another adult of their choice at a meeting with School District personnel.

B. District Educational Facilities Program

Parents and other members of the public have the right to receive proper public notice and opportunity for public comment regarding the District's educational facilities work program, in accordance with State law.

C. Parent-Teacher Associations and Organizations

Parents have the right to participate in parent-teacher associations and organizations that are sanctioned by the Board or by the Florida Department of Education.

Transportation

A. Transportation to School

Students are provided transportation to school in accordance with the provisions of State law. (see also Policy 8600 - Transportation)

B. Hazardous Walking Conditions

Students in grades K-6 are provided transportation if they are subjected to hazardous walking conditions, in accordance with State law.

C. Parental Consent

Each parent of a public school student must be notified in writing and give written consent before the student may be transported in a privately owned motor vehicle to a school function in accordance with State law. (see also Policy 8660 - Transporting Students by Private Vehicles)

Orderly, Disciplined Classrooms

Students will be in orderly, disciplined classrooms conducive to learning without the distraction caused by disobedient, disrespectful, violent, abusive, uncontrollable, or disruptive students. (see also Policy 5600 - Student Discipline)

Economic Security Report

Prior to registration, each middle school and high school student or the student's parent will be provided a two (2) page summary of the Department of Economic Opportunity's economic security report of employment and earning outcomes and electronic access to the report.

Safe Schools

Parents of District students will be timely notified pursuant to procedures adopted by the Superintendent of threats and the following unlawful acts or significant emergencies that occur on school grounds, during school transportation, or during school-sponsored activities:

A. Weapons possession or use when there is intended harm toward another person;

B. Murder, homicide, or manslaughter;

C. Sex offenses, including rape, sexual assault or sexual misconduct with a student by school personnel;

D. Natural emergencies, including hurricanes, tornadoes, and severe storms.

E. Exposure as a result of a manmade emergency.

Parents of District students have a right to access school safety and discipline incidents as reported pursuant to F.S. 1006.07 (9).

Parental Notification of Arrests of Employees

Notwithstanding F.S. 1012.31(3)(a)1 and 1012.796(4), within twenty-four (24) hours after a law enforcement agency provides the Superintendent with written notification pursuant to F.S. 1012.797 that a District employee has been arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the Principal shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

F.S. 39.201
F.S. 381.0056
F.S. 394.463
F.S. 1000.05
F.S. 1002.20
F.S. 1002.22
F.S. 1002.385
F.S. 1002.39
F.S. 1002.394
F.S. 1002.395
F.S. 1002.40
F.S. 1002.41
F.S. 1002.411
F.S. 1002.43
F.S. 1003.01(13)
F.S. 1003.02
F.S. 1003.21
F.S. 1003.22
F.S. 1003.3101
F.S. 1003.32
F.S. 1003.42
F.S. 1003.44
F.S. 1003.4505
F.S. 1003.47
F.S. 1003.52
F.S. 1003.53
F.S. 1003.55
F.S. 1003.56
F.S. 1003.57
F.S. 1003.58
F.S. 1006.062(7)
F.S. 1006.07
F.S. 1006.09
F.S. 1006.13
F.S. 1006.15
F.S. 1006.20
F.S. 1006.21
F.S. 1006.22
F.S. 1006.23
F.S. 1006.28
F.S. 1006.40
F.S. 1007.271
F.S. 1008.22
F.S. 1008.25
F.S. 1008.386
F.S. 1012.42
F.S. Chapter 1014

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8141 - **MANDATORY REPORTING OF MISCONDUCT**

The School Board recognizes its responsibilities to effectively address employee misconduct and, where determined appropriate, to provide a measured disciplinary response consistent with due process.

For purposes of this policy, the term "employee(s)" includes all employees of the District and officers of the District as defined in F.S. 1012.01.

Reporting Misconduct

All employees are required to report to the Superintendent alleged misconduct by District employees which affects the health, safety, or welfare of a student, including misconduct that involves engaging in or soliciting sexual, romantic, or lewd conduct with a student.

If the alleged misconduct to be reported is regarding the Superintendent, the District employee shall report the alleged misconduct to the Board attorney. Failure to report such alleged misconduct shall result in appropriate disciplinary action (F.S. 1012.796[d]).

The Superintendent shall investigate any allegation of misconduct by District employees which affects the health, safety, or welfare of a student, including misconduct that involves engaging in or soliciting sexual, romantic, or lewd conduct with a student, and shall report the alleged misconduct to the Department of Education as required in F.S. 1012.796, 1001.51(12, b), 1001.42(7, b), and must notify the Florida Department of Education of the result of the investigation and whether the misconduct warranted termination, regardless of whether the person resigned or was terminated before the conclusion of the investigation.

Staff alleged to have committed such misconduct shall be reassigned pending the outcome of a misconduct investigation.

Parental Notification of Alleged Misconduct

Within thirty (30) days of the date on which the District learns of misconduct by instructional personnel, educational support personnel, and school administrators that affects the health, safety, or welfare of a student, including misconduct that involves engaging in or soliciting sexual, romantic, lewd conduct with a student, or any conduct that would result in disqualification from educator certification or employment as provided in F.S. 1012.315, the parent of a student who was subjected to or affected by such misconduct shall receive notification informing the parent of the following:

A. the alleged misconduct, including which allegations have been substantiated, if any;

B. whether the District reported the misconduct to the FLDOE if required by F.S. 1012.796;

C. the sanctions imposed by the District against the employee, if any; and

D. support the District will make available to the student subjected to or affected by the misconduct.

Parental notification shall be provided consistent with the provisions set forth in Policy 1590, Policy 3590, and Policy 4590, including the statutory requirement that school administrators, educational support personnel, and instructional staff members be provided ten (10) days notice before the disclosure of derogatory material.

Parental Notification of Arrests of Employees

Notwithstanding F.S. 1012.31(3)(a)1 and 1012.796(4), within twenty-four (24) hours after a law enforcement agency provides the Superintendent with written notification pursuant to F.S. 1012.797 that a District employee has been arrested for a felony or a misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the Principal shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

Filing a Complaint with the Department of Education

If it is alleged that an instructional staff member, educational support personnel, or administrator has committed a violation as provided in F.S. 1012.795, and defined by rule of the State Board of Education, the Superintendent shall file with the Department of Education a legally sufficient complaint within thirty (30) days after the date on which the subject matter of the complaint came to the attention of the Superintendent, regardless of whether the subject of the complaint is still an employee of the District. A complaint is legally sufficient if it contains ultimate facts that show a violation has occurred as provided in F.S. 1012.795 and defined by rule of the State Board of Education. The Superintendent shall include all known information relating to the complaint with the filing of the complaint. This paragraph does not limit or restrict the power and duty of the Department of Education to investigate complaints, regardless of the District's untimely filing, or failure to file, complaints and follow-up reports (F.S. 1012.796[e]).

Report of Resignation or Termination

If the Superintendent determines that a legally sufficient complaint of misconduct by an instructional staff member or an administrator who holds a certificate issued by the Florida Department of Education, or by any educational support personnel that affects the health, safety, or welfare of a student and the misconduct warrants termination, the staff member may resign or be terminated and the Superintendent must immediately report the misconduct to the Department of Education in the format prescribed by the Department even if the instructional staff member, educational support personnel, or administrator resigns or is terminated before the conclusion of the District's investigation. The Department shall maintain each report of misconduct as a public record in the instructional personnel's certification files (F.S. 1012.796[d]).

Transmittal of False or Incorrect Report

The Superintendent shall not knowingly sign and transmit to any State official a report that the Superintendent knows to be false or incorrect.

The superintendent may not knowingly sign and transmit to any state official a report that the superintendent knows to be false or incorrect or knowingly fail to complete the investigation of any allegation of misconduct, that affects the health, safety, or welfare of a student, that would be a violation of F.S. 800.101 or that would be a disqualifying offense under F.S. 1012.315, or any allegation of sexual misconduct with a student. The superintendent may not knowingly fail to report the alleged misconduct to the Florida Department of Education as required in F.S. 1012.796, or knowingly fail to report misconduct to the law enforcement agencies with jurisdiction over the conduct pursuant to the Board policy under F.S. 1001.42.

Pursuant to F.S. 1001.42(7), a Board member may not knowingly sign and transmit to any State official a report of alleged misconduct by instructional personnel, educational support personnel, or school administrators which affects the health, safety, or welfare of a student which the Board member knows to be false or incorrect.

Requirement of Disclosure of Employee Misconduct

The Board, Superintendent, or any other District employee, may not enter into a confidentiality agreement regarding terminated or dismissed instructional personnel, educational support personnel, or school administrators, or personnel or administrators who resign in lieu of termination, based in whole or in part on misconduct that affects the health, safety, or welfare of a student, and may not provide instructional or educational support personnel, or administrators with employment references or discuss the personnel's performance with prospective employers in another educational setting, without disclosing the personnel's or administrators' misconduct. Any part of an agreement or contract that has the purpose or effect of concealing misconduct by instructional or educational support personnel or administrators that affects the health, safety, or welfare of a student is void, is contrary to public policy, and may not be enforced (F.S. 1001.42[6]).

Posting Requirements

Pursuant to F.S. 1006.061(2), this policy shall be posted in a prominent place at each school site and on each school's internet website, so that the policy and procedures for reporting alleged misconduct by instructional or educational support personnel or school administrators that affects the health, safety, or welfare of a student; the contact person to whom the report is made; and the penalties imposed on

instructional or educational support personnel or school administrators who fail to report suspected or actual child abuse or alleged misconduct by other instructional or educational support personnel or school administrators is effectively communicated to all.

Liability

Employees who report misconduct which affects the health, safety, or welfare of a student may be entitled to certain statutory liability protections as set forth in F.S. 39.203 and 768.095.

Revised 9/10/19

F.S. 1001.42(6)
F.S. 1001.42(7)(b)
F.S. 1001.51(12)(b)
F.S. 1006.061(2)
F.S. 1012.795
F.S. 1012.796
F.S. 1012.796(d)
F.S. 1012.796(e)
F.S. 1012.797

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8405 - **SCHOOL SAFETY AND SECURITY**

The School Board is committed to maintaining a safe, secure, and drug-free environment in all of the District's schools.

School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of District personnel, law enforcement agencies, first responders, and families. The Board further believes that school administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.

The Superintendent, in conjunction with the School Safety Specialist, shall develop a *School Safety and Security Plan* with input from representatives of the local law enforcement agencies; the local Fire Marshall(s) or his/her designee(s); representative(s) from emergency medical services; commissioned school safety officers; and/or school guardians.

Included within the District's School Safety and Security Plan shall be a District Active Assailant Response Plan (DAARP). The DAARP shall include, at a minimum, procedures addressing the following:

A. security assessments;

B. roles and responsibilities of District personnel;

C. roles and responsibilities of Safe-School Officers (Policy 8407 - *Safe-School Officers*);

D. information sharing;

E. training of District personnel and exercises/drills, including training standards;

F. identification of Safe Spaces and Command Posts;

G. response to the threat of an active assailant, including the following three (3) strategies: evading or evacuating, taking cover or hiding, and responding to or fighting back;

H. response to the presence of an active assailant on school grounds;

I. communication with law enforcement prior to and after law Enforcement arrives on school grounds;

J. responsibilities prior to law enforcement arrival;

K. responsibilities when law enforcement arrives on school grounds;

L. communication with the public; and

M. post-incident recovery.

The District will adopt its initial DAARP by October 1.

Further, by October 1st of each year, the Superintendent shall certify to the Office of Safe Schools and document in the Florida Safe Schools Assessment Tool that all school personnel has received annual training on the procedures contained in the District's DAARP.

School Safety Specialist

The Superintendent is responsible for designating the District's School Safety Specialist. The School Safety Specialist must be a school administrator employed by the District or a law enforcement officer employed by the Manatee County Sheriff's Office. Prior to appointing a law enforcement officer to serve as the School Safety Specialist, the Superintendent must verify that the law enforcement officer has met all statutory requirements and has been authorized and approved by the Manatee County Sheriff's Office to serve as the School Safety Specialist.

By August 1 of each year, the District will submit the School Safety Specialist's name, phone number, and email address to the Office of Safe Schools at SafeSchools@fldoe.org. The District will notify the Office of Safe Schools within one (1) school day whenever there is a change related to the contact information for the School Safety Specialist.

A. Training

Within thirty (30) calendar days of appointment, the District's School Safety Specialist must complete and thereafter maintain certificates of completion of the following online Federal Emergency Management Agency Independent Study courses: Multi-Hazard Planning for Childcare; Introduction to the Incident Command System, ICS 100; Preparing for Mass Casualty Incidents: A Guide for Schools, Higher Education, and Houses of Worship; Multi-Hazard Emergency Planning for Schools; and Planning for the Needs of Children in Disasters.

Within one (1) year of appointment, and annually thereafter, the District School Safety Specialist must earn a certificate of completion of school safety specialist training provided by the Office of Safe Schools.

The District's School Safety Specialist shall earn, or designate one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer as set forth in F.S. 1012.584.

B. Responsibilities

The School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District including at charter schools. The School Safety Specialist's responsibilities include, but are not limited to, the following:

1. reviewing at least annually District and charter school policies and procedures for compliance with Florida law and applicable rules, as provided by F.S. 1006.07 (6)(a)1., including the District's timely and accurate submission of school environmental safety incident reports to the Department pursuant to F.S. 1001.212;

2. providing necessary training and resources to students and staff in matters relating to youth mental health awareness and assistance; emergency procedures, including active shooter training; and school safety and security;

3. serving as the District liaison with local public safety agencies and national, State, and community agencies and organizations in matters of school safety and security;

4. conduct annually on or before October 1, in collaboration with the appropriate public safety agencies, a school security risk assessment at each District school using Florida Safe Schools Assessment Tool developed by the Office of Safe Schools;

   The District will report to FLDOE by October 15th of each year that all public schools within the District have completed the assessment using the Florida Safe Schools Assessment Tool. For purposes of this section, "public safety agencies" means a functional division of a public agency which provides firefighting, law enforcement, medical, or other emergency services.

5. coordinating with appropriate public safety agencies, as defined in F.S. 365.161, that are designated as first responders to a school's campus to conduct a tour of such campus once every three (3) years and to provide recommendations related to school safety. Completion of such tours and any recommendations must be documented in each school's security risk assessment within the Florida Safe Schools Assessment Tool;

   Any changes related to school safety, emergency issues, and recommendations provided by the public safety agencies will be considered as part of the recommendations by the School Safety Specialist to the Board.

6. providing, or arranging for the provision of, youth mental health awareness and assistance training to all school personnel as set forth in F.S. 1012.584;

   The training program shall include, but is not limited to, the following:

   a. an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;

   b. information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and self-injury, as well as common treatments for those conditions and how to assess those risks; and

   c. information on how to engage at-risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self-help care.

7. coordinating with charter schools to address charter school safety requirements as set forth under Florida law and F.A.C. 6A-1.0018;

   The School Safety Specialist must coordinate with charter school personnel to allow input access to the Florida Safe Schools Assessment Tool. Where input access is restricted to District personnel, the School Safety Specialist is responsible for gathering information from charter schools so that Florida Safe Schools Assessment Tool reporting requirements, including those for FortifyFL, threat assessment teams and active assailant response plans, include data from charter schools.

8. completing surveys provided by the Office of Safe Schools regarding Safe-School officer assignment;

9. investigating and responding to notices from the Office of Safe Schools containing suspected deficiencies at a District school and at or by a charter school.

C. Identification of and Corrections to Instances of Noncompliance with Florida Laws and Rules Relating to Safety

The School Safety Specialist is responsible for identifying and correcting instances of noncompliance with F.A.C. 6A-1.0018 or any other Florida laws or rules relating to safety at any District school. Such actions may include, but are not limited to, the following:

1. resolving deficiencies relating to Safe-School officer coverage by no later than the next school day;

2. notifying the Office of Safe Schools within twenty-four (24) hours at SafeSchools@fldoe.org of any deficiencies relating to Safe-School officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety, or welfare of students or staff. The notification must contain particularized facts beyond noncompliance with rules or Florida Statutes that explain the imminent threat;

3. notifying the Office of Safe Schools within three (3) days at SafeSchools@fldoe.org of any instance of noncompliance not corrected within sixty (60) days.

4. **the School Safety Specialist shall identify any instances of noncompliance through their duties identified throughout this policy;**

   If the School Safety Specialist identifies, or is made aware of an instance of noncompliance by an employee, the School Safety Specialist shall investigate the alleged noncompliance and, if it is determined that there was an instance of noncompliance, the School Safety Specialist shall develop a written plan of correction no later than seven (7) days following their investigation. Alleged

noncompliance that creates an imminent threat to the health, safety, or welfare of students or staff shall be addressed immediately and in accordance with subsections (1) through (3) above.

D. Response to Notice of Suspected Deficiency from the Office of Safe Schools

The School Safety Specialist is responsible for notifying the Superintendent immediately and no later than the same day of receipt of any notice of suspected deficiency the School Safety Specialist receives from the Office of Safe Schools.

When the notice of suspected deficiency concerns a failure to have a Safe-School officer established or assigned at each school facility, as required by F.S. 1006.12, the School Safety Specialist must respond in writing and verify to the Office of Safe Schools that the school(s) identified in the notice have a Safe-School officer on site by the next school day. In all other cases, the School Safety Specialist must respond in writing to the Office of Safe Schools within five (5) school days and verify that the District or school has corrected the suspected deficiency, or within that same time period, submit a written plan describing how the District will bring the identified school(s) into compliance. The plan must include an estimated date of completion and an explanation of alternate security measures designed to maintain a safe learning environment.

Recommendations of the School Safety Specialist

Based on the findings of the school security risk assessment, the School Safety Specialist must provide recommendations to the Superintendent and Board which identify strategies and activities that the Board should implement in order to address the findings and improve school safety and security. The School Safety Specialist's report to the Board shall also include school safety recommendations made by public safety agencies. The Board will review the school security risk assessment findings and the recommendations of the School Safety Specialist at a publicly noticed Board meeting to provide the public an opportunity to hear the Board members discuss and take action. The *School Safety and Security Plan* is, however, confidential and is not subject to review or release as a public record.

The School Safety Specialist shall report the school security risk assessment findings and recommendations and the Board's action(s) to the Office of Safe Schools no later than thirty (30) days after the Board meeting and prior to November 1 of each year.

The School Safety Specialist shall also submit a best-practices assessment in the Florida Safe Schools Assessment Tool.

As a part of the *School Safety and Security Plan*, the Board shall verify that it has procedures in place for keeping schools safe and drug-free that include (see also, Form 8330 F15 entitled Checklist of Policies and Guidelines Addressing No Child Left Behind Act of 2001):

A. safety and security best practices;

B. appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;

C. security procedures at school and while students are on the way to and from school;

D. prevention activities that are designed to maintain safe, disciplined and drug-free environments;

E. a code of conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment that:

1. allows a teacher to communicate effectively to all students in the class;

2. allows all students in the class the opportunity to learn;
3. has consequences that are fair, and developmentally appropriate;
4. considers the student and the circumstances of the situation; and
5. is enforced accordingly.

Safety and Security Best Practices

The Superintendent shall develop administrative procedures for the prevention of violence on school grounds, including the assessment and intervention with individuals whose behavior poses a threat to the safety of the school community.

Persistently Dangerous Schools

The Board has set forth the rules with regard to expected behavior in Policy 5500 - Student Conduct and has established the consequences for violating the policy on student conduct in Policy 5600 - Student Discipline. The Board recognizes that not only Federal, but also State law requires that the District report annually incidents which meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity, as well as those incidents that would be a Gun-Free Schools Act violation. It is further understood that the Florida Department of Education will then use the data for the offenses identified in the Department's Unsafe School Choice Option Policy to determine whether or not a school is considered "persistently dangerous".

Pursuant to the Board's stated intent to provide a safe school environment, school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State law, the Superintendent shall discuss this at the annual meeting for the purpose of reviewing the *School Safety and Security Plan* so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year and/or convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

The Superintendent shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, the Superintendent shall offer parents and eligible students the opportunity to transfer to another school within the District that serves the same grades. If there is another school within the District serving the same grades, the transfer shall be completed in a timely manner. If there is not another school within the District that serves the same grades, then parents and eligible students will be advised that, although Federal and State law provides for an opportunity to transfer, they will be unable to do so.

In addition, the Superintendent shall discuss this at the annual meeting for the purpose of reviewing the *School Safety and Security Plan* so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequent year and/or convene a meeting of the building administrator, representative(s) of the local law enforcement agencies, and any other individuals deemed appropriate for the purpose of developing a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

If a school in a neighboring district is identified as persistently dangerous and there is not another school or public school academy in that district, the District will admit students from that school in accordance with Board Policy 5113.

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State laws the parents or the eligible student shall be offered the opportunity to transfer to another school within the District that serves the same grades. If there is another school serving the same grades, the transfer shall be completed in a timely manner. If there is not another school serving the same grades, the parents or eligible student will be advised that, although they have the right to transfer, they will be unable to do so.

Threat Assessment Teams

The purpose of the threat assessment team is to establish a process focusing on behaviors that pose a threat to school safety while serving as a preventative measure to identify needs and provide support to students. This process is also known as a care assessment. Threat assessment teams are responsible for the coordination of resources and assessment and intervention with individuals whose behavior may pose a threat to the safety of school staff or students consistent with the model policies and procedures developed by the Office of Safe Schools which addresses early identification, evaluation, early intervention, and student support.

Each school-based threat assessment team must meet as often as needed to fulfill its duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students, but no less than monthly. Threat assessment teams shall maintain documentation of their meetings, including meeting dates and times, team members in attendance, cases discussed, and actions taken.

A. Location and Membership

1. Threat assessment teams are located at each school in the District and composed of individuals with expertise in counseling, instruction, school administration, and law enforcement.

    a. The counseling team member must be a school-based mental health services provider who is able to access student mental health records.

    b. The law enforcement team member must be a sworn law enforcement officer, as defined by F.S. 943.10, including a School Resource Office, school-safety officer, or other active law enforcement officer. At a minimum, a law enforcement officer serving on a threat assessment team must have access to local Records Management System information, the Criminal Justice Information System, and the Florida Crime Information Center and National Crime Information Center databases. Officers serving on school-based threat assessment teams must also have clearance to review Criminal Justice Information and Criminal History Record Information.

2. The Board authorizes the Superintendent to create procedures for the purpose of:

    a. identifying team participants by position and role;

    b. designating the individuals (by position) who are responsible for gathering and investigating information; and

    c. identifying the steps and procedures to be followed from initiation to conclusion of the threat assessment inquiry or investigation.

B. Responsibilities and Activities of Threat Assessment Teams

The responsibilities and activities of threat assessment teams include, but are not limited to, the following:

1. identification of individuals in the school community to whom threatening behavior should be reported and provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or

self;

2. utilizing the Department's behavior threat assessment instrument developed pursuant to F.S. 1001.212;

3. consult with law enforcement when a student exhibits a pattern of behavior, based upon previous acts or the severity of an act, that would pose a threat to school safety;

4. consult with law enforcement when a student commits more than one (1) misdemeanor to determine if the act should be reported to law enforcement;

5. if a preliminary determination is made by the threat assessment team that a student poses a threat of violence or physical harm to himself/herself or others, the threat assessment team will report its determination to the Superintendent;

   The Superintendent shall immediately attempt to notify the student's parent or legal guardian. However, nothing in this paragraph shall preclude District personnel from acting immediately to address an imminent threat.

6. if a preliminary determination is made by the threat assessment team that a student poses a threat of violence to himself/herself or others or exhibits significantly disruptive behavior or need for assistance, authorized members of the threat assessment team may obtain criminal history record information as pursuant to F.S. 985.04(1);

   Members of the threat assessment team may not disclose any criminal history record information obtained pursuant to this paragraph or otherwise use any record of an individual beyond the purpose for which such disclosure was made to the threat assessment team.

7. create procedures related to engaging behavioral health crisis resources.

C. Sharing of Information

The District and other agencies and individuals that provide services to students experiencing, or at risk of, an emotional disturbance or a mental illness and any service or support provider contracting with such agencies may share with each other records or information that are confidential or exempt from disclosure under F.S. Chapter 119 if the records or information are reasonably necessary to ensure access to appropriate services for the student or to ensure the safety of the student or others.

D. Immediate Mental Health or Substance Abuse Crisis

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the threat assessment team to engage behavioral health crisis resources. Behavioral health crisis resources, including, but not limited to, mobile crisis teams and school resource officers trained in crisis intervention shall provide emergency intervention and assessment, make recommendations, and refer the student for appropriate services. Onsite school personnel shall report all such situations and actions taken to the threat assessment team, which shall contact the other agencies involved with the student and any known service providers to share information and coordinate any necessary follow-up actions. Upon the student's transfer to a different school, the threat assessment team shall verify that any intervention services provided to the student remain in place until the threat assessment team of the receiving school independently determines the need for intervention services.

E. Behavior Threat Assessment Instrument Training

All threat assessment team members must be trained on the Department's behavior threat assessment instrument in accordance with Florida law.

F. Office of Safe Schools Reporting

Each threat assessment team shall report quantitative data on its activities to the Office of Safe

Schools, including all activities during the previous school year, and shall utilize the threat assessment database developed pursuant to F.S. 1001.212. The School Safety Specialist will report this information to the Office of Safe Schools. Additionally, the School Safety Specialist must report the following information utilizing the Florida Safe Schools Assessment Tool by October 1 of each year:

1. For the 2021-2022 school year, the total number of threat assessments conducted, the number of transient threats, and the number of substantive threats; and,

2. Beginning in the 2022-2023 school year, the number of threat assessments conducted, the number of transient threats, and the number of substantive threats as well as the gender, race, and grade level of all students assessed by the threat assessment team.

Referral to Mental Health Services

All school personnel who receive training pursuant to F.S. 1012.584 shall be notified of the mental health services that are available in the District.

School Environmental Safety Incident Reporting

The superintendent is responsible for ensuring the accurate and timely reporting of incidents related to school safety and discipline in accordance with Florida law and rules promulgated by FL DOE.

Parents of District students have a right to access school safety and discipline incidents as reported pursuant to F.S. 1006.07 (9) and will be timely notified of threats, unlawful acts, and significant emergencies pursuant to F.S. 1006.07 (4) and (7).

Student Crime Watch Program

The Board shall implement a Student Crime Watch Program to promote responsibility among students and improve school safety. Through a Board resolution, the Board will require each Principal to distribute information (including a reference to Policy 8406) at their respective schools notifying students and the community as to how they can anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials.

Promotion of School Safety Awareness

In furtherance of Policy 8406 (*Reports of Suspicious Activity and Potential Threats to Schools*), the Board shall promote the use of the Florida Department of Education's mobile suspicious reporting tool ("FortifyFL") on the District's website, in newsletters, on school campuses, and in school publications. FortifyFL shall also be installed on all mobile devices issued to students and bookmarked on all computer devices issued to students.

Records Related to Compliance with F.A.C. 6A-1.0018

The District and all school staff will retain records demonstrating that the requirements of F.A.C. 6A-1.008 are met and provide such records to the Office of Safe Schools upon request.

Revised 5/25/19
Revised 7/27/21
Revised 3/8/22

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AGENDA ITEM NO. 13.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Agreed Upon Manatee Education Association (MEA) 2022-2023 Base Salary Terms, Estimated in the Amount of $12,289,850.00

Executive Summary
In early August 2022, the School District of Manatee County and the Manatee Education Association (MEA) reached a tentative agreement regarding instructional staff base salary increases and paraprofessional staff raises for the 2022-2023 school year.

Instructional Staff Members (Teachers)
- Base salary increases to $48,586
- Cost of Living Adjustment (COLA) of $150 is applied to each level of the salary schedules (included above)
- Performance and Grandfather Teachers receive up to four or five pay levels as appropriate
- Masters Degree Supplement for Teachers increased to $1500
- Supplemental/Differential pay will increase by 2%
- Experience accepted for teachers on the salary schedule increased from 10 to 12 years
- Curriculum pay increases to $20/hour
- Pay increases retroactive

Paraprofessionals
- One step movement on the salary schedule for eligible Paraprofessionals
- $1.00 per hour increase applied to each step of the salary schedule
- 2% is added to the top of the para schedule
- The para base salary becomes $15.00/hour
- Pay increases retroactive

For both contracts, all current contract language, including health insurance premiums, continues until 2023-2024 negotiations.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Recommendation
The Superintendent recommends approval of the agreed upon Manatee Education Association (MEA) 2022-2023 base salary terms, estimated in the amount of $12,289,850.00.

Financial Impact
The financial impact associated with the agreed upon salary increase, including associated fringe, is $12,289,850.00 (all funds).

Contact
Submitting Department: Deputy Superintendent of Operations
Initiated By: Doug Wagner

Attachments:
MEA TA 20220811

TA 8/11/2022
BDP

BV 8/11/22

MEA Compensation Proposal 3 August 4, 2022

Category	Classroom Teacher and Non-Classroom Teachers Base Maintain $47,500 (1561 FTE)	PERFORMANCE and GRANDFATHERED increase Base to 48436 or $936 (1561 FTE)	Performance E Increase 4 levels (500 FTE)	Performance HE Increase S Levels (1150 FTE)	Grandfathered E/HE Increase 4 Levels (1217 FTE)	COLA $150 (FTE 2929)	Increase Masters Degree Supplement to $1,500 (+$300) (1100 FTE)	Increase Supplemental/ Differential Pay by 2% (1135 FTE), New Supp, Team Leader	Sub Coverage $20/coverage	TEACHER RETENTION (50/25 FTE)	PARA 1 Step/ 2% TOP OF SCHEDULE (364 FTE)	PARA $1.00 Per Hour ON SCHEDULE (703 FTE)	Para $15/Hr base (339 FTE)	Cost Without Benefits	COST WITH BENEFITS (19.57%)
Teacher Salary Bill $47,500	$ 9,194,310													$ 9,194,310	
Teacher Salary Bill Base Adjustments														$ -	
TSIA TOTAL														**$ 9,194,310**	
General Fund Adjustments		$ 1,461,096	$ 156,000	$ 858,000	$ 1,518,816	$ 439,350								$ 4,433,262	$ 5,300,851
General Fund Supplements							$ 330,000	$ 263,031	$ 499,177	Current Lang.				$ 1,092,208	$ 1,305,953
TOTAL TEACHERS							TA 7/25/22							***$ 5,525,470***	$ 6,606,804
															$ -
PARAPROFESSIONALS											$ 187,367	$ 1,002,255	$ 241,030	$ 1,430,653	$ 1,710,631
TOTAL PARAS											TA 7/25/22	TA 7/25/22	TA 7/25/22	**$ 1,430,653**	$ 1,710,631

AGENDA ITEM NO. 13.2

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Salary Increase for the Non-Bargaining Employees, Estimated in the Amount of $1,161,972.00

Executive Summary
The School District would like to extend a pay increase to the Hourly Non-Bargaining employees as follows:

Hourly, Non-Bargaining (HNB):

- HNB Employees hired from January 1, 2020 to current will receive one (1) step. If this does not result in a new hourly rate of a minimum of $15.00, employees will advance to the closest step of at least $15.00.
- HNB Employees hired from January 1, 2015 to December 31, 2019 will receive two (2) steps. If this does not result in a new hourly rate of a minimum of $15.00, employees will advance to the closest step of at least $15.00.
- HNB Employees hired before January 1, 2015 will receive three (3) steps. If this does not result in a new hourly rate of a minimum of $15.00, employees will advance to the closest step of at least $15.00.

Below are details for each HNB paygrades affected with the Hourly, Non-Bargaining base salary, which is being moved to $15.00 per hour in all paygrades. If the paygrade is not listed below it is because the minimum starting rate is already at $15.00 an hour or above.

12-Month Hourly, Non-Bargaining Schedule Employees

- Paygrade 21 who are not on Step 20 will advance to Step 20. A new upgraded cell amount of $15.00 will be created for Step 20. All paygrades below Step 20 will be deleted.
- Paygrade 22 who are not on Step 17 will advance to Step 17. All paygrades below Step 17 will be deleted.
- Paygrade 23 who are not on Step 14 will advance to Step 14. All paygrades below Step 14 will be deleted.
- Paygrade 24 who are not on Step 12 will advance to Step 12. All paygrades below Step 12 will be deleted.
- Paygrade 25 who are not on Step 10 will advance to Step 10. All paygrades below Step 10 will be deleted.
- Paygrade 26 who are not on Step 8 will advance to Step 8. All paygrades below Step 8 will be deleted.
- Paygrade 27 who are not on Step 6 will advance to Step 6. All paygrades below Step 6 will be deleted.

10, 10.5, and 11-Month Hourly, Non-Bargaining Schedule Employees

- Paygrade 54 who are not on Step 12 will advance to Step 13. All paygrades below Step 13 will be deleted.
- Paygrade 55 who are not on Step 10 will advance to Step 11. All paygrades below Step 11 will be deleted.
- Paygrade 56 who are not on Step 8 will advance to Step 9. All paygrades below Step 9 will be deleted.
- Paygrade 57 who are not on Step 6 will advance to Step 7. All paygrades below Step 7 will be deleted.
- Paygrade 58 who are not on Step 5 will advance to Step 5. All paygrades below Step 5 will be deleted.

12-Month Referendum Hourly, Non-Bargaining Schedule Employees

- Paygrade 21 who are not on Step 16 will advance to Step 16. All paygrades below Step 16 will be deleted.
- Paygrade 22 who are not on Step 14 will advance to Step 14. All paygrades below Step 14 will be

deleted.
- Paygrade 23 who are not on Step 11 will advance to Step 11. All paygrades below Step11 will be deleted.
- Paygrade 24 who are not on Step 9 will advance to Step 9. All paygrades below Step 9 will be deleted.
- Paygrade 25 who are not on Step 7 will advance to Step 7. All paygrades below Step 7 will be deleted.
- Paygrade 26 who are not on Step 5 will advance to Step 5. All paygrades below Step 5 will be deleted.

10, 10.5, and 11-Month Referendum Hourly, Non-Bargaining Schedule Employees
- Paygrade 54 who are not on Step 9 will advance to Step 10. All paygrades below Step 10 will be deleted.
- Paygrade 55 who are not on Step 7 will advance to Step 8. All paygrades below Step 8 will be deleted.
- Paygrade 56 who are not on Step 5 will advance to Step 6. All paygrades below Step 5 will be deleted.
- Additional three (3) steps will be added at the top of the schedule for employees who are topped out

All non-instructional staff (AFSCME, HNB, SAMP, School Administrators) will be moved to the same benefit deduction schedule. Effective January 2023, benefit deductions will be taken out of 20 paychecks. Those who work 12 months will continue to receive 26 paychecks. Six (6) of those 26 paychecks will not have benefit deductions. Those who work less than 12 months will continue to receive the scheduled number of paychecks within the fiscal year, of which 20 paychecks will have benefit deductions.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Recommendation

The Superintendent recommends approval of the salary increase for the Non-Bargaining Employees, estimated in the amount of $1,161,972.00.

Financial Impact
The financial impact associated with the agreed-upon salary increase, including associated fringe, is $1,161,972.00 (all funds).

Contact
Submitting Department: Operations
Initiated By: Doug Wagner

AGENDA ITEM NO. 13.3

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title
Approval of the Salary Increase for the School Administrators and the Supervisory, Administrative, and Managerial & Professional (SAMP) Employees, Estimated in the Amount of $1,778,323.00

Executive Summary
The School District would like to extend a pay increase to the School Administrators and the Supervisory, Administrative, and Managerial & Professional (SAMP) Employees as follows:

School Administrators:
Principals (Performance)
- Three (3) workdays added to work calendar.
- Eligible Performance and one (1) level movement if requirement met.
- Millage Referendum adjusted to $3,600.00 for 2022-2023 School Year.

Assistant Principals (Performance)
- Eligible Performance and one (1) level movement if requirement met.
- Millage Referendum adjusted to $3,600.00 for 2022-2023 School Year.

Principals (Grandfathered)
- Three (3) workdays added to work calendar.
- 2% total pay adjustment.
- Millage Referendum adjusted to $3,600.00 for 2022-2023 School Year.

Assistant Principals (Grandfathered)
- 2% total pay adjustment.
- Millage Referendum adjusted to $3,600.00 for 2022-2023 School Year.

Supervisory, Administrative, and Managerial & Professional (SAMP)
- SAMP Employees hired from January 1, 2020 to current will receive one (1) step.
- SAMP Employees hired before December 31, 2019 will receive two (2) steps.
- Additional two (2) steps will be added at the top of the schedule for employees who are topped out.
- Eligible school-focused employees currently receiving millage referendum will be adjusted to $3,600.00.

All non-instructional staff (AFSCME, HNB, SAMP, School Administrators) will be moved to the same benefit deduction schedule. Effective January 2023, benefit deductions will be taken out of 20 paychecks. Those who work 12 months will continue to receive 26 paychecks. Six (6) of those 26 paychecks will not have benefit deductions. Those who work less than 12 months will continue to receive the scheduled number of paychecks within the fiscal year, of which 20 paychecks will have benefit deductions.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Financial Transparency & Capital Planning | Goal 1
Maximize all district resources to enhance the learning environment and ensure financial sustainability.

Recommendation
The Superintendent recommends approval of the salary increase for the School Administrators and the Supervisory, Administrative, and Managerial & Professional (SAMP) employees, estimated in the amount of $1,778,323.00.

Financial Impact

The financial impact associated with the agreed-upon salary increase, including associated fringe, is $1,778,323.00 (all funds).

Contact
Submitting Department: Operations
Initiated By: Doug Wagner

AGENDA ITEM NO. 13.4

School Board of Manatee County
September 13, 2022 - Regular Board Meeting
Action Item

Title

Approval of a New Job Description and Position of Medicaid Specialist

Executive Summary

The purpose of this position is to monitor Medicaid claims for the District to ensure maximum reimbursement for services. This role will work as a liaison between Exceptional Student Education (ESE) and Finance Departments on all Medicaid claims.

This item aligns with the District's Strategic Plan Goal(s) which state(s):

Equitable Recruitment & Retention | Goal 1
Recruit the most qualified, diverse and motivated staff.

Recommendation

The Superintendent recommends approval of the new job description of Medicaid Specialist.

Financial Impact

The salary range for the position is from $ 47,498 to $ 81,896, plus benefits, and is included in the ~~proposed~~ approved 2022-2023 school year budget. Increased Medicaid reimbursements should offset the costs of the position.

Contact

Submitting Department: Human Resources
Initiated By: Doug Wagner

Attachments:
75031 Accountant Medicaid Specialist - New

THE SCHOOL BOARD OF MANATEE COUNTY
Local Title: MEDICAID SPECIALIST
State Title: Accountant
JOB DESCRIPTION

JOB GOAL:
To ensure Medicaid program compliance and integrity while maximizing reimbursement to the District.

QUALIFICATIONS:
1. Bachelor's Degree from an accredited college or university in finance or accounting.
2. A minimum of three (3) years' experience in the field related to the title of the position.
3. Comparable amount of education, training, and/or experience may be substituted for the minimum qualifications.

KNOWLEDGE, SKILLS AND ABILITIES:
Knowledge of generally accepted accounting principles, laws and administrative policies governing school financial practices and procedures. Knowledge of modern office practices, standard office and accounting equipment and procedures. Knowledge in the Medicaid administrative claiming program and the Medicaid certified school match (fee for service) program. Ability to prepare complex financial reports. Ability to develop spreadsheet applications on personal computers. Ability to analyze, interpret and use data in decision making. Knowledge of the school district. Ability to communicate effectively and clearly, both orally and in writing. Ability to organize and prioritize. Ability to interact effectively with District and School personnel. Ability to work independently. Strong analytical skills. Ability to meet deadlines with time constraints. Ability to exercise independent judgment to make decisions.

REPORTS TO:
Deputy Superintendent of Business Services or designee

SUPERVISES:
N/A

PERFORMANCE RESPONSIBILITIES:
1. Analyze various accounting and financial data to ensure accuracy and compliance with the Medicaid program.
2. Analyze, quarterly, and annual financial reports for the Medicaid Administrative Claiming program and the Medicaid Certified School Match (fee for service) program.
3. Manage the fee for transportation Claiming Program.
4. Monitor and review Medicaid claims to ensure compliance with Medicaid requirements.
5. Perform analyses and prepare estimated revenue and appropriations for the Medicaid Administrative Claiming program, Medicaid Certified School Match (fee for service) program.
6. Maintain and reconcile School Medicaid Administrative Claim and Fee for Service budgets.
7. Develop, monitor, and analyze quarterly Random Moment Time Study sample roster.
8. Monitor and track changes to state and federal Medicaid rules, statutes, and guidelines for both direct and administrative claiming processes. Partner with immediate supervisor and designee to ensure compliance with state, and federal statutes governing the Medicaid program.
9. Develop procedures pertaining to Medicaid documentation and reimbursement. Ensure compliance and implement training programs.
10. Keep the Deputy Superintendent of Business Services, Director of Finance, and Director of Budget informed of potential problems or unusual events.
11. Generate and distribute reports in response to and in support of local, state and federal Medicaid audit.
12. Advise the Deputy Superintendent of Business Services on fiscal and organizational matters, and formulate management strategies as needed for policy decisions
13. Assist in planning and implementing the District's goals and strategic commitments.
14. Attend training sessions, conferences, and workshops to keep abreast of current practices, programs and legal issues.
15. Set high standards and expectations and promote professional growth for self and others.
16. Demonstrate initiative in identifying potential problems or opportunities for improvement and take

appropriate action.

17. Use appropriate styles and methods to motivate, gain commitment and facilitate task accomplishment.
18. Perform other tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:
Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force as frequently as needed to move objects. Traveling in personal car from school to school on an itinerant schedule.

TERMS OF EMPLOYMENT:
Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District

EVALUATION:
Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Board approved: TBD

Revised:

SALARY SCHEDULE: SAMP
PAY GRADE: D06
SHORT TITLE: TBD
STATE JOB CODE: 75031

AGENDA ITEM NO. 14.1

School Board of Manatee County
September 13, 2022 - Regular Board Meeting

Title
Approval of the Proposed 2023 Greater Florida Consortium of School Boards (GFSCB) Legislative Program

Executive Summary
The Greater Florida Consortium of School Boards (GFCSB) held a meeting on August 25-26, 2022, during which the proposed 2023 Legislative Program of the Greater Florida Consortium of School Boards was discussed. The proposed 2023 Legislative Program is attached. The Board will take action regarding this proposed program.

Under the Consortium Bylaws, if any board rejects an issue, that issue automatically is removed from the program. No item may be amended but must be accepted or rejected.

Contact
Submitting Department: School Board

Attachments:
2023 GFCSB Legislative Program DRAFT
PROPOSED 2023 Consortium Program Transmittal Memo



GREATER FLORIDA CONSORTIUM OF SCHOOL BOARDS' 2022~~2~~3 LEGISLATIVE PROGRAM

Constitution of the State of Florida, Article IX - - Section I.

"The education of children is a fundamental value of the people of the State of Florida. It is therefore a paramount duty of the State to make adequate provision for the education of all the children residing within its borders. Adequate provision shall be made by law for a uniform, efficient, safe, secure, and high-quality system of free public schools that allows students to obtain a high-quality education…."

GOAL: **TO INCREASE, ON A PHASED-IN BASIS, THE AVERAGE PER STUDENT FUNDING TO ENSURE THAT FLORIDA IS IN THE TOP HALF OF THE STATES AND CAN PROVIDE A WORLD CLASS EDUCATION TO ENABLE ITS STUDENTS TO COMPETE AND EXCEL IN THE UNIVERSAL MARKETPLACE.**

ENSURE THAT, IN ALL CASES, LEGISLATION BE EVALUATED TO PROVIDE THAT IT DOES NOT CONFLICT WITH THE CONSTITUTIONAL AND HOME RULE AUTHORITY OF SCHOOL BOARDS TO "OPERATE, CONTROL, AND SUPERVISE" ALL PUBLIC SCHOOLS WITHIN THEIR SCHOOL DISTRICTS.

PRIORITY ISSUES

RESPECT AND ADHERE TO THE CONSTITUTIONAL AUTHORITY OF SCHOOL BOARDS

"The school board shall operate, control and supervise all free public schools within the school district and determine the rate of school district taxes within the limits prescribed herein." The Florida Constitution, Article IX, Section 4(b).

FUNDING

Provide for an annual increase in the Base Student Allocation commensurate with the rate of inflation and cost of living increases (but no less than 7 percent), to ensure school systems can meet the rising costs in every aspect of their business.

Maintain the full calculation of Required Local Effort (RLE) to include new construction and property reassessments.

~~Timely disburse federal funds with the maximum flexibility available to school districts.~~

Fully fund any new mandates, without transferring money from the Base Student Allocation (BSA) or Discretionary Local Effort (DLE).

DRAFT

Provide for an optional summer school program for all students.

Fully fund class size and provide a penalty waiver process under certain emergency conditions.

Require all schools that receive taxpayer dollars to have the same financial and academic accountability measures.

Extend the lifespan of the locally voted millage levies from four (4) years up to a maximum of 10 years with voter consent.

Recognize school board's authority to control Local District Capital Outlay spending without any required diversion.

Restore the discretionary 2.0 mill levy for capital purposes such as ~~security enhancements endorsed by the Marjory Stoneman Douglas Public Safety Commission,~~ school maintenance, ~~pay~~ property and casualty insurance premiums, technology needs (including online testing), or other critical capital or operational needs.

Require the local offices of emergency management to first consider the use of non-K12 public facilities that meet hurricane-rated construction, ~~other than K-12 schools~~, to be utilized as hurricane shelters and post storm support.

CONSISTENCY AND PREDICTABILITY IN K-12 FUNDING

Any proration for FY 2022-2023 should be covered by the Florida Legislature.

Ensure the projection and full cost of the increases for the Voucher and Scholarship programs be specifically detailed in each calculation for budget development.

Change the funding process for vouchers to align to the School District's FEFP allocations more accurately after each calculation and ensure the integrity of categorical funds is maintained.

TEACHERS/PERSONNEL

Provide adequate funding to significantly increase mid-career teacher and support staff salaries, on a recurring basis and minimize the negative impacts of the current employee retention crisis, including dealing with the compression resulting from recent legislative increases to minimum salary levels.

Minimize the vacancy crisis without the need for any additional monetary commitment by waiving or shortening the existing reemployment limitations for retirees and adjusting the DROP extension program.

Fund an apprenticeship program that provides bonuses to experienced teachers (with at least 3 years teaching experience) for mentoring aspiring teacher candidates as they gain hands-on teaching experience.

Require post-secondary institutions to allow teacher candidates to be compensated during their student teaching experience.

STUDENT MENTAL HEALTH AND SAFETY/SECURITY SERVICES ENHANCEMENTS

Increase the investment in mental health services by providing funding to enhance training for and increase the number of ~~mental health~~ personnel providing services within schools (including but not limited to school counselors, mental health professionals, school social workers, school psychologists and school nurses and/or emergency medical personnel). ~~to expand and enhance~~

~~mental health services available through school and community-coordinated services, and to provide enhanced wrap-around services.~~

Increase the Safe Schools Categorical allocation by at least $100 million to narrow the funding gap associated with the mandate to staff one "safe school officer" per school and ensure sustainable funding for school districts.

~~Determine and fully fund the state mandate of one officer per school by increasing the Safe Schools allocation.~~

Continue funding for school safety infrastructure enhancements to schools.

Provide funding to school systems to upgrade and strengthen cybersecurity controls.

ACCOUNTABILITY AND STATE ASSESSMENT

- Provide sufficient funding to support efficient implementation of the FAST assessment at the school district level.
- Continue to refine the Florida Assessment of Student Thinking (FAST) progress monitoring system to ensure equity and fairness in the application of State Accountability.
- Ensure that results from the FAST progress monitoring system are meaningful and can be exported to other student information systems within one week after testing window has closed.
- Ensure student data privacy is provided for all state-mandated computer assessments.
- ~~Use State Assessments in the 2020-2021 school year as a baseline for accountability measures for FY22 and to be used by each district as deemed helpful for school and student purposes~~.
- ~~For 2021-2022, waive the sanctions related to third grade promotion, end-of-course calculations, graduation test requirements, and reinstate the no more than one letter grade drop provision established in 2012~~.
- ~~Give districts flexibility in use of state and federal funds including, but not limited to school recognition, turnaround, SAI, reading, federal stimulus, ESEA/Title 1, and ESSER to provide for extended instructional time (days/hours)~~.
- ~~Hold teachers harmless for the calculation of VAM in 2021~~.
- ~~Continue provision of progress monitoring tool in 2022-23 and beyond, transitioning to the B.E.S.T. standards, and expanding to EOC eligible course content~~.

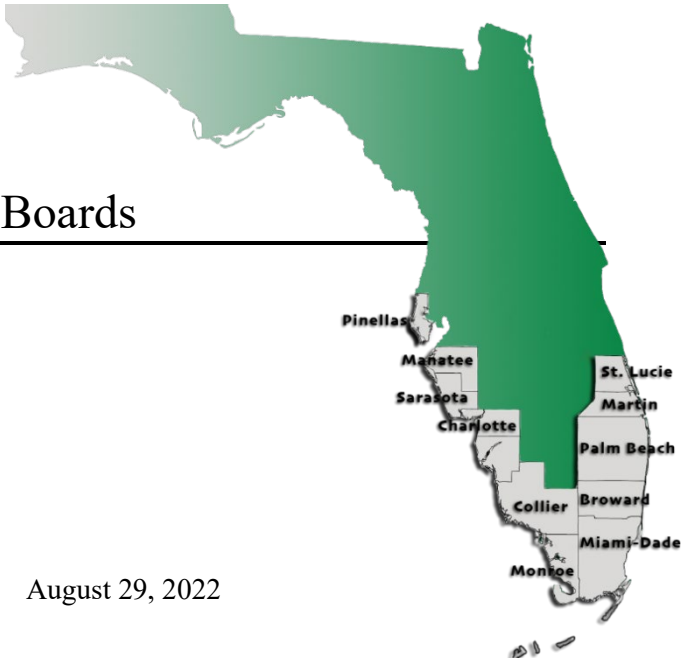
KINDERGARTEN READINESS

Enhance the state investment in high quality Voluntary Pre-Kindergarten (VPK) full-day programs.

Revise the education statute to include Pre-Kindergarten, allowing certified pre-school teachers to be included in salaries and retirement afforded only to K-12 instructional personnel.

Revise School Readiness Pre-School application to permit funding for school-day and after-school wrap-around services for Pre-Kindergarten students.

DRAFT



Greater Florida Consortium of School Boards

Nora Rupert
600 SE Third Avenue
Ft. Lauderdale, FL 33301
(754) 321-2007

M E M O R A N D U M

August 29, 2022

TO: The Greater Florida Consortium of School Boards

FROM: Nora Rupert
President

SUBJECT: **PROPOSED GFCSB 2023 LEGISLATIVE PROGRAM**

Attached is the **proposed** 2023 Legislative Program of the Greater Florida Consortium of School Boards (GFCSB). The program is the result of a consortium meeting in Ft. Lauderdale, August 25-26, 2022. Please forward the proposed program to your school board for its action.

Please remind your board that, under the consortium bylaws, if any board rejects an issue, that issue automatically is removed from the program. No item may be amended but must be accepted or rejected.

Committee meetings begin this year in November with the 60-day regular session beginning on Tuesday, March 7, 2023.

We would appreciate your expediting action on the 2023 GFCSB Legislative Program so that we can move ahead in seeking support for the issues it contains.

Please send the results of your school board's action to tomcerra@gmail.com.

Thank you.

Attachments

Nora Rupert
President
Broward County

Dr. Sue Woltanski
President-Elect
Monroe County

Mary Foreman
Secretary/Treasurer
Manatee County

AGENDA ITEM NO. 14.2

School Board of Manatee County
September 13, 2022 - Regular Board Meeting

Title
Approval of Board Legal Representation Evaluation Tool

Executive Summary
In accordance with the Legal Representation Agreement approved by the School Board on February 13, 2018, and revised on February 8, 2022, Dye, Harrison, Kirkland, Petruff, Pratt & St. Paul, PLLC provides legal representation to the Board. Board Bylaw 0172.1 states that the Board shall annually evaluate the legal counsel.

The Board Members will consider approval of the tool for evaluation of the legal representation.

Contact
Submitting Department: School Board

Attachments:
Evaluation of School Board Attorney

EVALUATION OF BOARD ATTORNEY
School Board Members

_____ _____
Printed Name of Evaluator Date of Evaluation

_____
Signature of Evaluator

School Board Attorney: **Dye, Harrison, Kirkland, Petruff and Pratt, PLLC**

Purpose: The purpose of the Board Attorney annual evaluation is to give constructive feedback to the law firm representing the School Board to improve communication and performance between the School Board and its attorneys.

Directions: Using the Rating Key provided below, circle the number that reflects your rating of the School Board Attorney on each item. A comment section is provided at the end of the evaluation instrument as well.

RATING KEY

5- Exemplary
4 - Exceeds Expectations
3 – Meets Expectations
2 – Needs Improvement
1 – Unsatisfactory

1.	Provides effective and objective legal advice to board members, individually and collectively, as needed with regard to legal issues arising in the course of district operations.	5	4	3	2	1
2.	Provides effective and objective legal advice to district staff as needed with regard to legal issues arising in the course of district operations.	5	4	3	2	1

3.	Represents the Board and district in judicial and administrative matters in a professional and effective manner.	5	4	3	2	1
4.	Provides legal opinions, interpretation of law, agency opinions and directives, administrative rules, and review and drafting of legal documents, when requested by the Board and district in a timely and effective manner.	5	4	3	2	1
5.	Provides assistance and legal advice with regard to the Board's citizen committees as requested.	5	4	3	2	1
6.	Represents the District in real estate, financing, liability, property and business transactions in a professional and effective manner.	5	4	3	2	1
7.	Ensures, together with the General Counsel, that board policies are in compliance with Federal, State and Local Law.	5	4	3	2	1
8.	Coordinates effectively with other governmental bodies on behalf of the board and district.	5	4	3	2	1
9.	Reports the status of ongoing legal matters to the Board on a timely basis.	5	4	3	2	1
10.	Attends all requested meetings of the board and staff.	5	4	3	2	1
11.	Responds to calls and emails from board members and staff on a timely basis.	5	4	3	2	1
12.	Treats the board and staff in a courteous and respectable manner.	5	4	3	2	1

13.	Represents the board and district to the public in a professional and dignified manner.	5	4	3	2	1
14.	Practices and maintains high standards of ethics and integrity in all professional matters.	5	4	3	2	1
15.	Takes proactive approach anticipating legal issues of district.	5	4	3	2	1
16.	Has respect and high standing in the community and among professional colleagues.	5	4	3	2	1
17.	Demonstrates appropriate understanding of relationship between school board attorney and school board members.	5	4	3	2	1
18.	Demonstrates appropriate understanding of relationship between board attorney and administration and staff.	5	4	3	2	1
19.	Assists on matters in an effective manner, as requested by the Board or superintendent, (with the General Counsel and any outside counsel), on specialized matters being handled both in house or by outside counsel.	5	4	3	2	1
20.	Assists in an effective manner with parliamentary procedure and the running of orderly Board meetings.	5	4	3	2	1

Comments:_____

_____

_____

_____

_____

_____