

**MINUTES  
SCHOOL BOARD WORK SESSION  
(Open to the Public)  
Monday, September 16, 2013 - 5:00 p.m.  
District School Board Room (270 South Boulevard East, Macclenny, Florida)**

**SUPPLEMENTAL MINUTE BOOK #42 PAGE #6**

The Baker County School Board met on Monday, September 16, 2013, at 5:00 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold an open board work session on the **“Baker County Pre-K / Kindergarten Center’s School Improvement Plan.”** The following Board Members were present to wit: Chairperson Richard “Dean” Griffis, Charlie M. Burnett, III, and Earl “Dwight” Crews. School Board Member Jesse D. Davis and Vice-Chairperson Patricia C. Weeks were not present at the work session. Superintendent Sherrie Raulerson and School Board Attorney Jonathan Oliff were both present at the work session. Principal Bonnie Jones, Lead Teacher on Assignment Catina Jones and Reading Coach Jessica Kish facilitated the work session on their school’s School Improvement Plan. No official action was taken during the work session.

<b>Richard Dean Griffis, Board Chairperson</b>	<b>Sherrie Raulerson, Superintendent of Schools</b>

**MINUTES  
SCHOOL BOARD WORK SESSION  
(Open to the Public)  
Monday, September 16, 2013 - 5:40 p.m.  
District School Board Room (270 South Boulevard East, Macclenny, Florida)**

**SUPPLEMENTAL MINUTE BOOK #42 PAGE #6**

The Baker County School Board met on Monday, September 16, 2013, at 5:40 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold an open board work session on the **“Macclenny Elementary School’s School Improvement Plan.”** The following Board Members were present to wit: Chairperson Richard “Dean” Griffis, Charlie M. Burnett, III, and Earl “Dwight” Crews. School Board Member Jesse D. Davis and Vice-Chairperson Patricia C. Weeks were not present at the work session. Superintendent Sherrie Raulerson and School Board Attorney Jonathan Oliff were both present at the work session. Principal Debbie Fraser facilitated the work session on her school’s School Improvement Plan. No official action was taken during the work session.

<b>Richard Dean Griffis, Board Chairperson</b>	<b>Sherrie Raulerson, Superintendent of Schools</b>

**MINUTES  
SCHOOL BOARD MEETING  
(Open to the Public)  
Monday, September 16, 2013 - 6:30 p.m.  
District School Board Room (270 South Boulevard East, Macclenny, Florida)**

**SUPPLEMENTAL MINUTE BOOK #42 PAGE #6**

The Baker County School Board met on Monday, September 16, 2013, at 6:30 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold the regular School Board Meeting. Before Chairperson Griffis called the meeting to order, he asked Ms. Catina Jones to give the invocation and Ms. Bonnie Jones to lead the Pledge of Allegiance.

**CALL TO ORDER**

After the invocation and pledge of allegiance, Chairperson Griffis called the School Board Meeting to order. Chairperson Griffis asked for a roll call of members. The following Board Members were present to wit: Chairperson Richard “Dean” Griffis, Charlie M. Burnett, III (Artie), and Earl “Dwight” Crews. School Board Member Jesse D. Davis and Vice-Chairperson Patricia C. Weeks were not present at the meeting. Superintendent Sherrie Raulerson and School Board Attorney Jonathan Oliff were both in attendance at the meeting.

**PUBLIC HEARING – 2013-14 Budget - 6:30 P.M.**

Chairperson Griffis called the public hearing to order on the 2013-14 Budget.

- **Approval of the 2013-14 Final Required Local Effort as 5.1090 Millages.**

Marcelle Richardson  
(259-0418)

Chairperson Griffis opened the floor for public comment on the above public hearing item. After a brief time when no one commented, Chair Griffis closed the floor for public comment and entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Dwight Crews. The motion carried 3-0.

- **Approval of 1.500 as the Final Basic Discretionary Capital Outlay Millage for 2013-14.**

Marcelle Richardson  
(259-0418)

Chairperson Griffis opened the floor for public comment on the above public hearing item. After a brief time when no one commented, Chair Griffis closed the floor for public comment and entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve, seconded by Artie Burnett. The motion carried 3-0.

<p>➤ <b>Approval of the 2013-14 Final Basic Discretionary Operating as .748 Millages.</b></p>	<p>Marcelle Richardson (259-0418)</p>
<p>Chairperson Griffis opened the floor for public comment on the above public hearing item. After a brief time when no one commented, Chair Griffis closed the floor for public comment and entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Dwight Crews. The motion carried 3-0.</p>	
<p>➤ <b>Approval of the 2013-14 Final Total Millages as 7.3570.</b></p>	<p>Marcelle Richardson (259-0418)</p>
<p>Chairperson Griffis opened the floor for public comment on the above public hearing item. After a brief time when no one commented, Chair Griffis closed the floor for public comment and entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve, seconded by Artie Burnett. The motion carried 3-0.</p>	
<p>➤ <b>Approval of the Resolution Determining Revenues and Millages Levied for 2013-14.</b></p>	<p>Marcelle Richardson (259-0418)</p>
<p>Chairperson Griffis opened the floor for public comment on the above public hearing item. After a brief time when no one commented, Chair Griffis closed the floor for public comment and entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Dwight Crews. The motion carried 3-0.</p>	
<p>➤ <b>Approval of the Resolution Adopting the Final Budget for 2013-14.</b></p>	<p>Marcelle Richardson (259-0418)</p>
<p>Chairperson Griffis opened the floor for public comment on the above public hearing item. After a brief time when no one commented, Chair Griffis closed the floor for public comment and entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve, seconded by Artie Burnett. The motion carried 3-0.</p>	

### RECOGNITIONS/PRESENTATIONS

<p>➤ <b>Recognize Marcheta Crews</b> (<i>Hired 8/9/2000; Resigned from School Health Services Specialist Position on 6/6/13</i>)</p>	<p>Superintendent Raulerson (259-0401)</p>
<p>Superintendent Raulerson presented Marcheta Crews, former School Health Services Specialist for our district, with a plaque in appreciation of her dedication and service to promoting healthy students in our district. Mrs. Crews resigned to complete the Nurse Practitioner's degree that she is pursuing.</p>	
<p>➤ <b>Presentation by Judy Becker - Kiwanis (Terrific Kids Program)</b></p>	<p>Superintendent Raulerson (259-0401)</p>

Ms. Judy Becker, President of the Kiwanis Club, gave a brief overview of the service projects that the Baker County Kiwanis Club is doing for the children of Baker County. The Kiwanis Club does the Terrific Kids Program at Macclenny Elementary School, Westside Elementary School and Keller Intermediate School. The Baker County Kiwanis Club received a \$500 grant from Florida Kiwanis and purchased 312 books. They will be hosting a “Reading in the Park” event at Celebration Park in Glen St. Mary on Saturday, October 12, 2013, 10:00-11:30 a.m. The event is for Pre-K through Third Grade children. There will be free food and books for those in attendance. Ms. Becker also stated that the club is raising money towards a Fourth and Fifth Grade student event in the Spring of 2014.

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| ➤ <b>Presentation of \$500 Check to Keller Intermediate School for Positive Behavior System</b> (Anonymous Donor) | Superintendent Raulerson (259-0401) |
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Superintendent Raulerson presented Principal Gail Griffis with a check that was donated through the Baker County Education Foundation by an anonymous donor for Keller Intermediate School’s Positive Behavior System.

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| ➤ <b>Algebra Nation T-Shirts Presentation</b> | Superintendent Raulerson (259-0401) |
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Superintendent Raulerson presented Principal Tom Hill with “Algebra Nation” T-Shirts she had received at a training conference she recently attended.

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| ➤ <b>Presentation by <u>Students Working Against Tobacco</u></b> (Sponsor-Anne Lewis) | Superintendent Raulerson (259-0401) |
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Anne Lewis’ Students Working Against Tobacco group did a presentation to make the public aware of “Candy Flavored Tobacco” which is being marketed in packages and strategic placement to target young people. The three students were: Colin Crews, Madison, and Mason Mosley.

**APPROVAL TO CORRECT AND/OR ADD ITEMS TO THE FINAL AGENDA**

- **Add A.1. Personnel Items – Resignation – Martha Burnett**
- **Add A.1. Personnel Items – Resignation - Phyllis Ploucher**
- **Add A.1. Personnel Items – Employment – Blaine Finley**
- **Add A.1. Personnel Items – Employment – Tracey L. King**
- **Add A.1. Personnel Items – Extra Duty – Kristy Bailey – Family Reading Night**
- **Add A.1. Personnel Items – Substitute – Willie F. Barrett**
- **Add A.1. Personnel Items – Substitute – Cheryl Burnham**
- **Add A.1. Personnel Items – Substitute – Lacey L. Green**
- **Add A.1. Personnel Items – Substitute – Samantha J. Kent**

- **Add A.1. Personnel Items – Substitute – Andrea Newmans**
- **Add A.1. Personnel Items – Substitute – Kailee Raulerson**
- **Add A.1. Personnel Items – Leave – Nancy Mason**
- **Add A.1. Personnel Items – Leave – Tenia Ruise**

Chairperson Griffis read the above noted additions to the agenda and entertained a motion from the Board. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve adding the items to the agenda, seconded by Artie Burnett. The motion carried 3-0.

### CITIZEN INPUT

No individual in the audience addressed the School Board with citizen concerns at this meeting.

### REMOVAL OF ROUTINE ITEMS

Chairperson Griffis asked if any Board Member wished to remove a routine item for separate consideration. Hearing none, he continued with the items for action.

### APPROVAL OF ITEMS FOR ACTION

A.	Approval of Routine Items	CONTACT
A.	1. <b>Approval of the Personnel Items List for Approval on September 16, 2013.</b>	Superintendent Raulerson (259-0401)
A.	2. <b>Approval of the Minutes of Tuesday, September 3, 2013, Board Work Session and School Board Meeting.</b>	Superintendent Raulerson (259-0401)
A.	3. <b>Approval of the Financial Reports for the Month Ending June 30, 2013.</b>	Marcelle Richardson (259-0418)
A.	4. <b>Approval of the Corrected District Property Inventory Reports from September, 2012, through May, 2013.</b>	Denny Wells (259-5420)
A.	5. <b>Approval of the District Property Inventory Report for June, 2013.</b>	Denny Wells (259-5420)
A.	6. <b>Approval of the District Property Inventory Report for July, 2013.</b>	Denny Wells (259-5420)
A.	7. <b>Approval of the District Property Inventory Report for August, 2013.</b>	Denny Wells (259-5420)

A.	<b>8. Approval of the Out of State Field Trip for Baker County High School's History Club to Charleston, South Carolina on October 24-25, 2013. (Including Employee Chaperones) FUNDING SOURCE: Students and History Club Funds</b>	Tom Hill (259-6286)
	<p>Chairperson Griffis entertained a motion from the Board on the routine items. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve all routine items (A.1. – A.8.), seconded by Dwight Crews. The motion carried 3-0.</p>	
B.	<b>Approval of the Removed Routine Items.</b>	n/a
	<p>There were no removed routine items. Therefore, no action was taken on this agenda item.</p>	
C.	<b>Approval of the 2012-2015 Agreement (Revised July 1, 2013) with the Baker County School Related Personnel Association Pending Ratification by the Non-Instructional Staff.</b>	David Davis (259-0429)
	<p>Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve, seconded by Artie Burnett. The motion carried 3-0. <i>(David Davis stated that the agreement was ratified by the bargaining unit last Friday.)</i></p>	
D.	<b>Approval to Increase All Steps for Non-Instructional Employees by 3.5% and Move All Employees One-Step on the Salary Schedule, As Well As, Give Non-Instructional Employees a \$300 Bonus. (Pending Ratification by the Union)</b>	Marcelle Richardson (259-0418)
	<p>Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Dwight Crews. The motion carried 3-0.</p>	
E.	<b>Approval to Increase All Steps for Confidential Employees by 3.5% and Move All Eligible Employees One-Step on the Salary Schedule, As Well As, Give Confidential Employees a \$300 Bonus.</b>	Marcelle Richardson (259-0418)
	<p>Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve, seconded by Artie Burnett. The motion carried 3-0.</p>	
F.	<b>Approval to Pay All Educational Leaders a \$417 Bonus.</b>	Marcelle Richardson (259-0418)

		Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Dwight Crews. The motion carried 3-0.
<b>G.</b>	<b>Approval of a New Educational Leaders' Supplement for Longevity in the Amount of \$7,188 for 240-Day, \$7,817 for 261-Day to be Paid to Any Educational Leader at Step 25 or Above on the 2013-14 Salary Schedule.</b>	Marcelle Richardson (259-0418)
		Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve, seconded by Artie Burnett. The motion carried 3-0.
<b>H.</b>	<b>Approval to Advance Eligible Administrative Staff One Step on the New Educational Leaders' Salary Schedules for 240-Day and 261-Day for the 2013-2014 School Year.</b>	Marcelle Richardson (259-0418)
		Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve, seconded by Artie Burnett. The motion carried 3-0.

### INFORMATION AND ANNOUNCEMENTS

Friday, September 20, 2013 – Pre-Game Recognitions – FCAT Double 5’s, Florida Writes Perfect Score

### PERSONNEL ITEMS LIST APPROVED September 16, 2013

RESIGNATION LIST APPROVED September 16, 2013					
LAST NAME	FIRST NAME	SPECIAL NOTE	POSITION	LOCATION	EFFECTIVE DATES
Burnett	Martha		School Bus Driver (186 Day)	Transportation	September 27, 2013 (Last Working Day)
Ploucher	Phyllis	Retirement	Nutrition Services Assistant (7-Hour/191 Day)	Baker County Pre-K/Kindergarten Center	September 11, 2013 (Last Working Day)
Wignall	Jonathan		Extended Day Enrichment Program Assistant Supervisor (181 Day)	Macclenny Elementary School	September 20, 2013

<b>EMPLOYMENT LIST APPROVED September 16, 2013</b>					
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SPECIAL NOTE</b>	<b>POSITION</b>	<b>LOCATION</b>	<b>EFFECTIVE DATES</b>
Finley	Blaine	Initial Employment / Replacing Jonathan Wignall	Extended Day Enrichment Program Assistant Supervisor (181 Day)	Macclenny Elementary School	September 23, 2013
King	Tracey	Initial Employment / Replacing Katina Jones	Kindergarten Teacher (197 Day)	Baker County Pre-K / Kindergarten Center	September 12, 2013
Rhoden	Brandi	Initial Employment / Replacing Desiree Jones	Psychological Service Specialist (197 Day)	Educational Services	September 23, 2013
Staples	John	Promotion Within Same School from Assistant Principal (240 Day)	Assistant Principal (261 Day)	Baker County High School	July 1, 2013

<b>EXTRA DUTY LIST APPROVED September 16, 2013</b>				
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>EFFECTIVE DATES</b>
Bailey	Kristy	Family Reading Night	Regular Hourly Rate / Maximum 27 Hours / FUNDING SOURCE: Federal	October 10, 2013 - May 15, 2014

<b>SUPPLEMENT LIST APPROVED September 16, 2013</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>SPECIAL NOTE</b>	<b>LOCATION</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>EFFECTIVE DATES</b>
Elledge	Greta		Baker County Middle School	Peer Teacher for Heather Bryant	Board Approved Rate	2013-2014
Gaskins	Jonathan		Baker County Middle School	Assistant Football Coach	Board Approved Rate	2013-2014
Harrell	Pamela		Baker County Middle School	Morning Duty	Board Approved Rate	2013-2014
Harrell	Pamela		Baker County Middle School	Peer Teacher for Ashley Gonzalez	Board Approved Rate	2013-2014
Harvey	Sandi		Baker County Middle School	Gatekeeper for Baker County Middle School Athletic Events	Board Approved Rate	2013-2014
Hawkins	Cindy		Baker County Middle School	Peer Teacher for Ashton Knoll	Board Approved Rate	2013-2014



**SUPPLEMENT LIST APPROVED September 16, 2013**

LAST NAME	FIRST NAME	SPECIAL NOTE	LOCATION	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Meister	Kevin		Baker County Middle School	Morning Duty	Board Approved Rate	2013-2014
Rhoden	Brandi		Educational Services	Psychological Service Specialist	Board Approved Rate-Prorated	September 23, 2013 - Remainder of 2013-14
Wheeler	Traci		Baker County Middle School	Peer Teacher for Heather Davidson	Board Approved Rate	2013-2014

**SUBSTITUTE LIST APPROVED September 16, 2013**

LAST NAME	FIRST NAME	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Alexander	Kevin	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	September 6, 2013
Barrett	Willie F.	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	September 10, 2013
Burnham	Cheryl	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	September 10, 2013
Conner	Kandace	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	August 28, 2013
Green	Karen S.	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	August 14, 2013
Green	Lacey	Substitute in all areas pending completion of necessary requirements except Substitute Teacher	Board Approved Rate	September 11, 2013
Kent	Samantha J.	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	September 10, 2013
Newmans	Andrea	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements <i>(*Amending from July 15, 2013, Board Approval)</i>	Board Approved Rate	August 14, 2013
Nipper	Baleigh	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	August 29, 2013
Raulerson	Kailee	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	September 12, 2013

<b>LEAVE LIST APPROVED September 16, 2013</b>				
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b># OF DAYS</b>	<b>TYPE OF LEAVE</b>	<b>EFFECTIVE DATES</b>
Mason	Nancy	.25 Day	Illness in the Line of Duty	September 6, 2013
Ruise	Tenia	34 Days	Personal Leave Without Pay – Medical	August 14, 2013 – October 1, 2013
Starling	Laura Denise	20 Days	Personal Leave Without Pay	August 21, 2013 – September 18, 2013

<b>ADJOURNMENT FROM September 16, 2013, SCHOOL BOARD MEETING</b>	
<p>Since there was no further business to come before the Board, Artie Burnett made a motion to adjourn, seconded by Dwight Crews. The motion carried by general consensus.</p>	
<b>Richard Dean Griffis, Board Chairperson</b>	<b>Sherrie Raulerson, Superintendent of Schools</b>