

**MINUTES
SCHOOL BOARD WORK SESSION
(Open to the Public)
Monday, November 4, 2013 – 5:00 p.m.
District School Board Room (270 South Boulevard East, Macclenny, Florida)**

SUPPLEMENTAL MINUTE BOOK #42 PAGE #9

The Baker County School Board met on Monday, November 4, 2013, at 5:00 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of the School Board Work Session was to present the **“Westside Elementary School’s 2013-14 School Improvement Plan.”** The following School Board Members were present to wit: Chairperson Richard “Dean” Griffis, Vice-Chairperson Patricia C. Weeks, Charlie M. Burnett, III (Artie), and Earl “Dwight” Crews. School Board Member Jesse D. Davis was not present at the meeting. Superintendent Sherrie Raulerson was present at the work session. However, School Board Attorney Jonathan Oliff was not present at this work session. Principal Lynne Fort facilitated the work session and presented the highlights of the plan. No official action was taken during the work session.

Richard Dean Griffis, Board Chairperson	Sherrie Raulerson, Superintendent of Schools

**MINUTES
SCHOOL BOARD WORK SESSION
(Open to the Public)
Monday, November 4, 2013 – 5:40 p.m.
District School Board Room (270 South Boulevard East, Macclenny, Florida)**

SUPPLEMENTAL MINUTE BOOK #42 PAGE #9

The Baker County School Board met on Monday, November 4, 2013, at 5:40 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of the School Board Work Session was to present the **“Keller Intermediate School’s 2013-14 School Improvement Plan.”** The following School Board Members were present to wit: Chairperson Richard “Dean” Griffis, Vice-Chairperson Patricia C. Weeks, Charlie M. Burnett, III (Artie), and Earl “Dwight” Crews. School Board Member Jesse D. Davis was not present at the work session. Superintendent Sherrie Raulerson and School Board Attorney Jonathan Oliff were both present at the work session. Principal Gail Griffis facilitated the work session and presented the highlights of the plan. No official action was taken during the work session.

Richard Dean Griffis, Board Chairperson	Sherrie Raulerson, Superintendent of Schools

MINUTES
SCHOOL BOARD MEETING
(Open to the Public)
Monday, November 4, 2013 - 6:30 p.m.
District School Board Room (270 South Boulevard East, Macclenny, Florida)

SUPPLEMENTAL MINUTE BOOK #42 PAGE #9

The Baker County School Board met on Monday, November 4, 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 Board meeting.

Chairperson Griffis announced that Tom Hill would give the invocation. Then, Parker Prevatt, a fourth grader at Keller Intermediate School, led the Pledge of Allegiance.

CALL TO ORDER

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

PUBLIC HEARINGS

There were no public hearings held at this meeting.

RECOGNITIONS/PRESENTATIONS

- **Recognize Retiree Phyllis Ploucher** (*Hired: 8/11/1995; Retired: 9/11/2013*)
Retiree Phyllis Ploucher called earlier in the day and stated that she was unable to be present at the meeting due to a family medical situation. Superintendent Raulerson recognized her years of service to our district.
- **Recognize Retiree Kathryn "Marlene" Rhoden** (*Hired: 1/5/1987; Retired 10/8/2013*)
Retiree Kathryn Marlene Rhoden, who we all call “Mrs. Bea”, called earlier in the day and stated that was also unable to be present due to a family medical situation. Superintendent Raulerson recognized her years of service to our district and expressed that she hopes to get an opportunity at a future Board meeting to recognize both retirees in person.
- **Presentation by Keller Intermediate School’s “Vocabulary Parade”**
The Board and audience were entertained by some of the winners of the Keller Intermediate School’s “Vocabulary Parade.” This annual event was the brainchild of Bonnie Jones. She is now the

Principal at the Baker County Pre-K/Kindergarten Center. The “Vocabulary Parade” consists of students who choose a vocabulary word and create a memorable costume to portray their word. Superintendent Raulerson gave each student the opportunity to state their name, word, and give the definition of their word. This activity is a fun and entertaining learning activity for students. Principal Gail Griffis stated that this event would probably be an annual tradition at Keller Intermediate School for many years to come.

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

- **Add A.1. Personnel Items – Employment List – Joan Midyette**
- **Add to A.1. Personnel Items – Extra Duty List – Crystal Cabral, Tina Davis, Jennifer Herman, Leonard Lewis, Kevin Meister, Alicia Rhoden, Suzanne Sapp, and Sandra Smart**
- **Add A.1. Personnel Items – Supplement List – Joan Midyette**
- **Add A.1. Personnel Items – Occasional Personnel Staffing List – Samuel Swartz**
- **Add to A.1. Personnel Items – Substitute List – Barbara Anderson and Nathen J. Rhoden**
- **Add to A.1. Personnel Items – Leave List – Tenia Ruise**

Chairperson Griffis read the above noted recommended changes to the agenda and entertained a motion from the Board to make these changes to the agenda. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve the changes to the agenda, seconded by Patricia Weeks. The motion carried 4-0.

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 on the agenda.

APPROVAL OF ITEMS FOR ACTION

A.	Approval of Routine Items	CONTACT
A.	1. Approval of the Personnel Items List for Approval on November 4, 2013.	Superintendent Raulerson (259-0401)
A.	2. Approval of the Minutes of October 21, 2013, School Board Work Sessions and School Board Meeting.	Superintendent Raulerson (259-0401)
A.	3. Approval of the October, 2013 District Property Inventory.	Denny Wells (259-5420)

A.	4. Approval of the Financial Reports for the Month Ending September 30, 2013.	Marcelle Richardson (259-0418)
A.	5. Approval of the Contract (Administrative Service Agreement) with C.I.S. Claims Service, Inc., Effective October 1, 2013 - September 30, 2014.	Marcelle Richardson (259-0418)
	Chairperson Griffis entertained a motion from the Board on the routine items. As recommended by Superintendent Raulerson, Dwight Crews made a motion to approve all routine items (A.1. – A.5.), seconded by Artie Burnett. The motion carried 4-0.	
B.	Approval of the Removed Routine Items.	n/a
	There were no removed routine items. Therefore, no action was taken on this agenda item.	
C.	Approval to Change a 7-Hour Nutrition Services Position at Westside Elementary School Cafeteria to (1) 3-Hour Position and (1) 4-Hour Position.	Cathy Golon (259-4330)
	Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Patricia Weeks made a motion to approve, seconded by Artie Burnett. The motion carried 4-0.	
D.	Approval to Change a 7-Hour Nutrition Services Position at Kindergarten/Sixth Grade Center Cafeteria to (1) 3-Hour Position and (1) 4-Hour Position.	Cathy Golon (259-4330)
	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 4-0.	
E.	Approval of the 2012-2013 Annual School Health Report.	Tina Bradley (259-6551)
	Chairperson Griffis entertained a motion from the Board on this agenda item. As recommended by Superintendent Raulerson, Patricia Weeks made a motion to approve, seconded by Dwight Crews. The motion carried 4-0. <i>(Also, Baker County Health Department employees, Seigi Campbell, Director of Nursing and Haley Rhoden, School Health Coordinator, were present at the meeting.)</i>	
F.	Approval to Amend the Agreement with Invo HealthCare Associates, Inc., dated August 1, 2013 - July 31, 2014, to Add School Psychologist Services at an Hourly Rate of \$66.00 Per Hour. FUNDING SOURCE: General	Nancy Crews (259-0444)

	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 4-0.
--	--

INFORMATION AND ANNOUNCEMENTS

➤ Saturday, November 23, 2013, Fall Festival at Keller Intermediate School, 3:00-5:00 p.m.
➤ Tuesday, November 5, 2013, Macclenny Elementary School’s Veterans Program
➤ Tuesday, November 5, 2013, Westside Elementary School’s Veterans Program @ 10:00 a.m. (1 st Grade)
➤ Friday, November 8, 2013, Westside Elementary School’s Veterans Program @ 1:00 p.m. @ Bus Circle
➤ Thursday, November 7, 2013, Science Fair
➤ Tuesday, November 12, 2013, Swim Team Banquet @ 5:30 p.m.
➤ Wednesday, November 13, 2013, Early Dismissal
➤ Thursday, November 14, 2013, School Related Employee of the Year Announced
➤ FFA Sr. Chapter Just Competed at Nationals in Kentucky and was rated “Gold” and 10 th in the Nation
➤ Baker County High School Band Just Competed and was Rated “Superiors” and Rated “Excellent”
➤ Bobcat Volleyball had 8-0 Undefeated Season
➤ Bobcat Football won Championship for the Second Time in Twenty Years

PERSONNEL ITEMS LIST APPROVED November 4, 2013

EMPLOYMENT LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	SPECIAL NOTE	POSITION	LOCATION	EFFECTIVE DATES
Midyette	Joan R.	Promotion Within Same Cost Center from Nutrition Services Assistant (191 Day) / Replacing Kathryn M. Rhoden	Nutrition Services Manager (193 Day)	Westside Elementary School	October 31, 2013

EXTRA DUTY LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Anderson	Naomi	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014

EXTRA DUTY LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Cabral	Crystal	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Cinal	Jami	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Crosby	Jessica	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Davis	Janet	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Davis	Tina	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Herman	Jennifer	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Johnson	Jill	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Lewis	Leonard	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 4, 2013 - June 5, 2014
Meister	Kevin	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 4, 2013 - June 5, 2014
Moment	Gwendolyn	After School Reading Club - Sub	Regular Hourly Rate / As Needed / FUNDING SOURCE: Federal	November 5, 2013 - March 27, 2014
Murphy	Ima J.	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Navarra	Daniel	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Padgett	Carolyn	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Prescott	Amy	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Rhoden	Alicia	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2013

EXTRA DUTY LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Sapp	Suzanne	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2013
Smart	Sandra	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 4, 2013 - June 5, 2014
Smith	Brad	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
St. John	Sonja	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
Taylor	Rodney Quentin	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014
West	Rachel	After School Remediation	Regular Hourly Rate / As Needed / FUNDING SOURCE: General	November 12, 2013 - March 27, 2014

SUPPLEMENT LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	SPECIAL NOTE	LOCATION	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Midyette	Joan R.		Westside Elementary School	Nutrition Services Manager	Board Approved Rate	October 31, 2013 for the Remainder of 2013-14

OCCASIONAL PERSONNEL STAFFING LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Swartz	Samuel	BCHS Athletic Trainer - Supplement	\$2,500 Flat Rate / FUNDING SOURCE: General	October 29, 2013 - June 5, 2014

SUBSTITUTE LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Anderson	Barbara	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	October 28, 2013
Barefoot	Sasha M.	Substitute in all areas pending completion of necessary requirements except Substitute Teacher	Board Approved Rate	October 23, 2013
Beck	Jack	Substitute in all areas pending completion of necessary requirements except Substitute Teacher	Board Approved Rate	October 22, 2013
Crews	Phillip	Substitute in all areas pending completion of necessary requirements except Substitute Teacher	Board Approved Rate	October 22, 2013

SUBSTITUTE LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	DESCRIPTION	AMOUNT	EFFECTIVE DATES
Martin	Jennifer	Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	October 22, 2013
Rhoden	Nathen J.	Substitute in all areas pending completion of necessary requirements except Substitute Teacher	Board Approved Rate	October 28, 2013

LEAVE LIST APPROVED November 4, 2013

LAST NAME	FIRST NAME	# OF DAYS	TYPE OF LEAVE	EFFECTIVE DATES
Ruise	Tenia	58 Days	Personal Leave Without Pay - Medical	October 2, 2013 – December 31, 2013
Shumate	Michelle	.25 Day	Illness in the Line of Duty	October 21, 2013
Shumate	Michelle	.50 Day	Illness in the Line of Duty	October 18, 2013

ADJOURNMENT FROM November 4, 2013, SCHOOL BOARD MEETING

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.

Richard Dean Griffis, Board Chairperson	Sherrie Raulerson, Superintendent of Schools