



SANDRA "SAM" HIMMEL – SUPERINTENDENT OF SCHOOLS

*"Where Learning is the Expectation
And Caring is a Commitment"*

THOMAS KENNEDY
DISTRICT 1

VIRGINIA BRYANT
DISTRICT 2

DOUGLAS A. DODD
DISTRICT 3

SANDRA COUNTS
DISTRICT 4

LINDA B. POWERS
DISTRICT 5

September 19, 2017

SPECIAL MEETING AND WORKSHOP: 9:00 A.M.
OF THE
CITRUS COUNTY SCHOOL BOARD
SEPTEMBER 26, 2017

AGENDA:

SPECIAL MEETING: 9:00 AM.

Opening Exercise

- I. ADOPTION OF AGENDA AS RECOMMENDED BY SUPERINTENDENT
- II. CITIZEN COMMENTS
- III. SCHOOL OPERATIONS, MIKE MULLEN
 - A. Approve the 2017-2017 District Testing Calendar for Citrus County Schools
- IV. SCHOOL SUPPORT SERVICES, JONNY BISHOP
 - A. Human Resources, Suzy Swain
 - 1) Approve Instructional and Support Recommendations (copy to be distributed)
- V. ATTORNEY, LEGAL MATTERS
- VI. ANY OTHER BUSINESS THAT NEEDS TO COME BEFORE THE SCHOOL BOARD
- VII. ADJOURNMENT

WORKSHOP

- I. TOPICS:
 - A. Policy Review
 - B. State of the District – Part I
- II. ADJOURNMENT

Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the Superintendent's Office at 726-1931, ext. 2206, prior to the date of the scheduled School Board Meeting.

REQUESTS FOR SCHOOL BOARD AGENDA

MM

Requested for: September 26, 2017 School Board Meeting.
Requested by: Amy Crowell, Department of Research and Accountability
Additional contact(s)/originator: Amy Crowell
Document Title: 2017-18 District Testing Calendar

Board Action Required:

- Presentation / Recognition
Information
Consideration / Approval: Motion to approve the 2017-18 District Testing Calendar for Citrus County Schools

(This wording should be your actual motion to appear on the agenda)

Backup Materials: attached available in district office other

Executive Summary / Highlights:

Attached is the 2017-18 District Testing Calendar which is being presented for your review and approval as per S1008.22, Florida Statue requirement.

Strategic Goals:

- All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
Other/Operational Activities

Strategies Include:

- Innovative and research-based curriculum and program delivery systems;
Emphasis on at-risk and special groups of learners (including gifted.)
Staff development, recruitment, and retention of workforce;
Data systems (technology);
Allocation of resources (human, physical, technological, financial);
Career preparations;
Community connections

Financial Impact to the District: None
Amount Budgeted Additional Amount Requested

Funding Source:

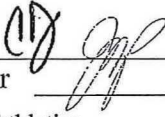
Personnel:

Estimated Salary hour day annual
Pay grade/ level
Benefits Terms of Position

Financial Impact reviewed by: [Signature]
(Form Board Approved 7/10/07)

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for September 26, 2017 Workshop School Board Meeting.

Requested by Chuck Dixon  Department of Planning & Growth Management

Additional contact(s)/originator _____

Document Title Policy 5.80 Athletics

Board Action Required:

Presentation/Recognition Present Information _____

Consideration/Approval _____

X Request to review the revision to Policy 5.80 Athletics.

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached X available in district office _____ other _____

Request to review the revision to Policy 5.80 Athletics. The revisions add citations 1002.20 and 1002.31 FS. The revision is recommended.

This matter was discussed by the Policy and Forms Committee on October 20, 2016.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: N/A

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Sammy Wilson

(Form Board Approved 7/10/07)

ATHLETICS**5.80**

- I. All District high schools shall be members of the Florida High School Athletic Association, Inc. (FHSAA) and shall be governed by the rules and regulations adopted by FHSAA. Students who participate in athletics shall meet eligibility requirements established by FHSAA and the School Board which are consistent with Florida Statutes. Membership dues will be paid from the internal accounts of each respective school.
- II. Students practicing or participating in any type of interscholastic athletics shall provide proof of accident insurance covering medical expenses of any injury sustained in a sport. The principal shall be responsible for obtaining proof, as evidenced by a signed statement from the student's parent(s) or legal guardian, of the student's insurance prior to practice or participation in interscholastic athletics. Such insurance may be made available to the parent(s) or legal guardian through the school, or the parent(s) or legal guardian may submit evidence that insurance has been provided through another source.
- III. No student shall engage in practice or participate in any interscholastic game without the written permission of the student's parent(s) or legal guardian and a current physical examination as required by FHSAA being on file.
- IV. Pursuant to Florida Statutes licensed medical personnel who act as volunteers for school events and agree to render emergency care or treatment shall be immune from civil liability for treatment of a participant in any school-sponsored athletic event, provided such treatment was rendered in accordance with acceptable standards of practice and was not objected to by the participant.

CHAPTER 5.00 STUDENTS

- V. Each public school that is a member of the Florida High School Athletic Association must have an operational automated external defibrillator (AED) on the school grounds. A procedure manual has been established to provide reasonable measures, protocols and procedures to ensure that AED's are used by trained staff, maintained and tested according to manufacturer guidelines, and registered with the local EMS system.
- VI. All students shall be subject to all School Board rules and to the *Code of Student Conduct* while attending athletic events and practices.
- VII. In order for a student to be eligible to participate in interscholastic extracurricular student activities, he or she must meet all of the requirements established by the FHSAA and maintain satisfactory conduct, as defined by the *Code of Student Conduct*.

STATUTORY AUTHORITY: 1013.502, 1001.41,
1001.42, F.S.

LAW(S) IMPLEMENTED: 768.135, 1001.43, 1002.20, 1002.31, 1006.07,
1006.15, 1006.16, 1006.20, F.S.

HISTORY: ADOPTED: 03/09/2004

REVISION DATE: 01/09/2007,xxxxxx

FORMERLY: 7.49(1), 7.70(1)

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for September 26, 2017 Workshop School Board Meeting.

Requested by Chuck Dixon  Department of Planning & Growth Management

Additional contact(s)/originator _____

Document Title Policy 6.301 Conflict of Interest in Purchasing

Board Action Required:

Presentation/Recognition Present Information _____

Consideration/Approval _____

X Request to review the revision to Policy 6.301 Conflict of Interest in Purchasing

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached X available in district office _____ other _____

Request to review the revision to Policy 6.301 Conflict of Interest in Purchasing. The revision was to include State Board of Education Rule citation. The revision is recommended.

This matter was discussed by the Policy and Forms Committee on October 20, 2016.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
- 3. Other/Operational Activity

Strategies include:

- Innovative and research-based curriculum and program delivery systems;
- Emphasis on at-risk and special groups of learners (including gifted);
- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: N/A

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Sammy Wilson

(Form Board Approved 7/10/07)

CHAPTER 6.00 – HUMAN RESOURCES

CONFLICT OF INTEREST IN PURCHASING

6.301

- I. No employee of the District shall on behalf of the District either directly or indirectly purchase, rent, or lease any realty, goods, or services from any business entity of which the employee or the employee's immediate family has a material interest; nor shall any such individual either directly or indirectly sell, rent or lease any realty, goods, or services to the District.
- II. Any employee who is found to have violated the provisions of this policy shall be subject to the provisions of policy 6.30.
- III. This policy does not limit the School Board's ability to authorize purchases from any business through the competitive bid or sealed written quote processes. If an employee or an employee's immediate family has a material interest in a business the School Board is considering a purchase from, a full disclosure of the relationships and the material interest must be provided prior to the Board's decision on the purchase.

STATUTORY AUTHORITY: 1001.41, 1012.22, 1012.23, F.S.

LAW(S) IMPLEMENTED: 112.313, 1001.43, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-10.081

HISTORY: ADOPTED: 03/09/2004

REVISION DATE(S): xx/xx/xxxx

FORMERLY: NEW

REQUESTS FOR SCHOOL BOARD AGENDA

Requested for September 26, 2017 Workshop School Board Meeting.

Requested by Chuck Dixon  Department of Planning & Growth Management

Additional contact(s)/originator _____

Document Title Policy 8.80 Records Retention and Disposal

Board Action Required:

Presentation/Recognition Present Information _____

Consideration/Approval _____

Request to review the revision to Policy 8.80 Records Retention and Disposal

(This wording should be your actual motion to appear on the agenda)

Backup Material: attached available in district office _____ other _____

Request to review the revision to Policy 8.80 Records Retention and Disposal. This revision was initiated by Risk Management.

This matter was discussed by the Policy and Forms Committee on April 20, 2017.

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
- 2. Schools will be safe and secure for all individuals and will provide students the opportunity to participate in a school community that creates a caring environment committed to building positive relationships.
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- Staff development, recruitment, and retention of workforce;
- Data systems (technology);
- Allocation of resources (human, physical, technological, financial);
- Career preparations;
- Community Connections

Financial Impact to the District: N/A

Amount Budgeted _____ Additional Amount Requested _____

Funding Source: _____

Personnel:

Estimated Salary _____ hour _____ day _____ annual _____

Pay Grade/Level _____

Benefits _____ Terms of Position _____

Financial Impact reviewed by: Sammy Wilson

(Form Board Approved 7/10/07)

CHAPTER 8.00 - AUXILIARY SERVICES

RECORDS RETENTION AND DISPOSAL

8.80+

- I. The School Board shall establish and maintain a system for the retention and destruction of District school records in order to minimize record storage requirements and permit the Superintendent to administer the affairs of the District more efficiently.
- II. Pursuant to public records laws and rules of the Florida Department of State, the Business Services office shall develop a records retention schedule for each records series or type of record, including teacher records of student grades and attendance.
- III. Records designated as permanent in Florida Statutes and by the Division of Archives, History and Records Management of the Florida Department of State and those selected by the School Board or Superintendent as having permanent value may be destroyed after being photographed or reproduced, provided applicable audits have been completed for the period covering the dates of said documents. Photographic reproductions or reproductions made through electronic record-keeping systems shall have the same force and effect as the originals and shall be treated as originals for the purpose of admissibility in evidence.
- IV. After complying with the provisions of Florida Statutes, the Superintendent is authorized at his/her discretion to destroy general correspondence over three (3) years old and other records, papers, and documents over three (3) years old which are on the retention schedule approved by the Division of Archives, provided such records do not serve as an agreement or understanding or have value as permanent records. However, commodity records are to be maintained five (5) years + current year, and records of milk, bread, and juice maintained permanently.

STATUTORY AUTHORITY:

1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED:

119.01, 1001.43, 1001.52, F.S.

HISTORY:

ADOPTED: 03/09/2004

REVISION DATE(S): 03/22/2006,xxxxxxx

FORMERLY: 3.61(1)

REQUESTS FOR SCHOOL BOARD AGENDA

MM

Requested for: September 26, 2017 School Board Meeting.
Requested by: Amy Crowell, Department of Research and Accountability
Additional contact(s)/originator: Amy Crowell
Document Title: State of the District 1

Board Action Required:

- Presentation / Recognition
Information
Consideration / Approval:

(This wording should be your actual motion to appear on the agenda)

Backup Materials: attached available in district office other

Executive Summary / Highlights:

Presentation of the State of the District 1

Strategic Goals:

- 1. All students will develop a foundation of knowledge and skills through a rigorous and relevant curriculum that exceeds local, state, and national expectations, closes all performance gaps, and helps all students realize their full potential.
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Data systems (technology);
Allocation of resources (human, physical, technological, financial);
Career preparations;
Community connections

Financial Impact to the District: None

Amount Budgeted Additional Amount Requested

Funding Source:

Personnel:

Estimated Salary hour day annual

Pay grade/ level

Benefits Terms of Position

Financial Impact reviewed by: [Signature]

(Form Board Approved 7/10/07)