

AGENDA

REGULAR SCHOOL BOARD MEETING

GADSDEN COUNTY SCHOOL BOARD
MAX D. WALKER ADMINISTRATION BUILDING
35 MARTIN LUTHER KING, JR. BLVD.
QUINCY, FLORIDA

May 24, 2022

6:00 P.M.

THIS MEETING IS OPEN TO THE PUBLIC

1. CALL TO ORDER
2. OPENING PRAYER
3. PLEDGE OF ALLEGIANCE
4. RECOGNITIONS

ITEMS FOR CONSENT

5. REVIEW OF MINUTES – **SEE ATTACHMENT**

- a. April 26, 2022, 4:30 p.m. – School Board Workshop
- b. April 26, 2022, 6:00 p.m. – Regular School Board Meeting

ACTION REQUESTED: The Superintendent recommends approval.

6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions) – **SEE PAGE #4**

- a. Personnel 2021 – 2022

ACTION REQUESTED: The Superintendent recommends approval.

- b. 2022 – 2023 Twelve Month Calendars – **SEE PAGE #6**

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. Dual Enrollment Articulation Agreement between Tallahassee Community College and Gadsden County Schools 2022 - 2023 - **SEE PAGE #8**

Fund Source: FEFP
Amount: Undetermined – based upon enrollment

ACTION REQUESTED: The Superintendent recommends approval.

- b. Request Approval for Erate Funded Services – **SEE PAGE #27**

Fund Source: USAC – Erate / District

Amount: \$617,076.12

Erate Funding: \$474,676.12

District Funding: \$142,400.00

ACTION REQUESTED: The Superintendent recommends approval.

8. **STUDENT MATTERS - SEE ATTACHMENT**

- a. Student Expulsion – See back-up material

Case #71-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

- b. Student Expulsion – See back-up material

Case #77-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

- c. Student Expulsion – See back-up material

Case #79-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

- d. Student Expulsion – See back-up material

Case #80-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

- e. Student Expulsion – See back-up material

Case #81-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

- f. Student Expulsion – See back-up material

Case #82-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

- g. Student Expulsion – See back-up material

Case #83-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

9. EDUCATIONAL ISSUES

- a. Adopted Instructional Materials / Textbooks for 2022 - 2023 – **SEE PAGE #58**

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

10. CONSIDERATION, PROPOSAL, AND/OR ADOPTION OF ADMINISTRATIVE RULES AND RELATED MATTERS

- a. Approval of Job Descriptions – **SEE PAGE #61**

Fund Source: N/A
Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

11. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

12. SCHOOL BOARD REQUESTS AND CONCERNS

13. ADJOURNMENT

THE SCHOOL BOARD OF GADSDEN COUNTY



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 Quincy, Florida 32351
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 www.gadسدenschools.org

Elijah Key, Jr.
Superintendent
 keye@gcpsmail.com

"Putting Children First"

May 24, 2022

The School Board of
 Gadsden County, Florida
 Quincy, Florida 32351

Dear School Board Members:

I am recommending that the attached list of personnel actions be approved, as indicated. I further recommend that all appointments to grant positions be contingent upon funding.

Item 6A Instructional and Non-Instructional Personnel 2021-2022

The following reflects the total number of full-time employees in this school district for the 2021-2022 school term, as of May 24, 2022.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees May 2022</u>
Classroom Teachers and Other Certified	120 & 130	321.00
Administrators	110	55.00
Non-Instructional	150, 160, & 170	<u>360.00</u>
		736.00
Part Time Instructional		6.00
Part Time Non Instructional		<u>8.00</u>
Total		14.00
100% Grant Funded		154.00
Split Grant Funded		<u>23.00</u>
Total Grant Funded of 736 Employees		177.00

Sincerely,

Elijah Key, Jr.
 Superintendent of Schools

Cathy S. Johnson
 DISTRICT NO. 1
 Havana, FL 32333
 Midway, FL 32343

Steve Scott
 DISTRICT NO. 2
 Quincy, FL 32351
 Havana, FL 32333

Leroy McMillan.
 DISTRICT NO. 3
 Chattahoochee, FL 323324
 Greensboro, FL 32330

Charlie D. Frost
 DISTRICT NO. 4
 Gretna, FL 32332
 Quincy, FL 32352

Karema D. Dudley
 DISTRICT NO. 5
 Quincy, FL 32351

"The Gadsden County School District does not discriminate against any person on the basis of sex (including transgender status, gender nonconforming, and gender identity), marital status, sexual orientation, race, religion, ethnicity, national origin, age, color, pregnancy, disability, or genetic information."

AGENDA ITEM 6A INSTRUCTIONAL AND NON INSTRUCTIONAL 2021/2022

NON INSTRUCTIONAL

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Barnes, Jana	GWM	Educational Paraprofessional	04/11/2022
Shazer, Markita	HMS	School Safety Guardian	05/02/2022
Ward, Dorothy	GCHS	Custodial Assistant	03/03/2022

REQUESTS FOR LEAVE, RESIGNATION, TRANSFERS, RETIREMENTS, TERMINATIONS OF EMPLOYMENT:

RESIGNATION

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Bryant, Edna	HMS	Secretary	06/17/2022
Jackson, Juliette	District	Area Director/Secondary Ed.	04/25/2022
Jimenez, Yessenia	SSES	Educational Paraprofessional	05/06/2022
Kelly, Kehalani	GWM	Educational Paraprofessional	04/07/2022
Robinson, Shamar	Head Start	Program Assistant	06/10/2022
Stevens, Derrick	GCHS	Custodial Assistant	05/02/2022
Thomas, Sharon	District	Director, ESE	06/30/2022

LEAVE

<u>Location/Position</u>	<u>Beginning Date</u>	<u>Effective Date</u>	
Robinson, Dominga	GCHS/Teacher	04/08/2022	06/09/2022

DROP RETIREMENT

<u>Location</u>	<u>Position</u>	<u>Effective Date</u>	
Bulger, Sharon	Professional Learning	Administrative Assistant	06/30/2022
Kenon, Cynthia	GWM	Educational Paraprofessional	05/31/2022
Milton, Paula	District	Coord, School Food Services	06/30/2022

RETIREMENT

<u>Location</u>	<u>Position</u>	<u>Effective Date</u>	
Grant, Jacquelyn	HMS	Teacher	06/09/2022
Kimbrell, Cynthia	GTC	Teacher	06/09/2022
McGriff, Linda	CPA	Custodian	05/18/2022
West, Dwight	GCHS	Custodial Assistant	06/17/2022
Wilson, Reginald	JASMS	Custodial Assistant	04/26/2022

OUT OF FIELD

<u>Name</u>	<u>Location</u>	<u>Area out of Field</u>	<u>Number of Periods</u>
Belneau, Kamaria	GCHS	School Counselor	All Periods
Schaum, Jeffrey	GCHS	Exceptional Student Education	All Periods

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 6b

Date of School Board Meeting: May 24, 2022

TITLE OF AGENDA ITEM: 2022 – 2023 Twelve Month Calendar

DIVISION:

_____ This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:
(Type and Double Space)

Approval of the revised 2022-2023 Twelve Month (240 days) calendar year is requested.

This calendar has been revised to reflect the addition of July 4 as a district-wide closure and to add November 23 as a day of closure. Twelve-month staff are required to work 240 days. The revision reflects the required number of days.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Tammy McGriff 

POSITION: Assistant Superintendent, Academic Services PreK - 12

INSTRUCTIONS TO BE COMPLETED BY PREPARER

_____ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

GADSDEN COUNTY SCHOOL DISTRICT
PROPOSED 2022-2023 TWELVE MONTH CALENDAR (240 DAYS)
SCHOOL YEAR 2022-2023

2022	
JULY 4	Independence Day (District-wide)
AUGUST 8	Students First Day of School
SEPTEMBER 5	Labor Day Holiday (District-wide)
OCTOBER	
NOVEMBER 11	Veterans' Day Holiday (District-wide)
NOVEMBER 18	Students Out – Teacher Paid Holiday
NOVEMBER 23 – 25	Thanksgiving Holidays/Fall Break
DECEMBER 23 -30	Christmas Holidays/Winter Break
2023	
JANUARY 2	Employees Return
JANUARY 16	MLK Jr Holiday (District-wide)
FEBRUARY 20	Presidents' Day Holiday (District-wide)
MARCH 13 – 17	Spring Break – District-wide
APRIL 7	Good Friday Holiday
MAY 29	Memorial Day Holiday (District-wide)
JUNE	

2022 – 2023 Dual Enrollment Articulation Agreement

Gadsden County Schools and Tallahassee Community College

Introduction

The Dual Enrollment Articulation Agreement, as required by Section 1007.271(21), Florida Statutes, is made by and between the District Board of Trustees of Tallahassee Community College, hereinafter referred to as TCC, and the District School Board of Gadsden County, hereinafter referred to as the School Board. The term of this agreement shall commence upon signing and shall end July 31, 2023.

The local Articulation Committee shall consist of the following: Committee members from the School Board will be appointed by the Superintendent of the School Board or designee. Committee members from TCC will be appointed by the President of TCC or designee.

Either party may cancel this Agreement upon thirty (30) days written notice should the other party fail substantially to perform in accord with its terms through no fault of the party initiating the termination. This Agreement may be amended only by written communication signed by the Superintendent of the District School Board of Gadsden County and the President of Tallahassee Community College.

I. A ratification or modification of all existing articulation agreements

This agreement replaces any existing agreement with TCC and the School Board regarding the Dual Enrollment Articulation Agreement existing as of the start of the term set forth above.

II. A description of the process by which students and their parents are informed about opportunities for student participation in the dual enrollment program

It is the responsibility of the high schools in the district to inform students of the availability of the dual enrollment program requirements and currently offered courses through educational planning and guidance process. Each high school will advertise dual enrollment through a variety of methods. High school personnel will direct students to meet with their high school guidance counselors if they are interested in learning more about participation in dual enrollment. High school guidance counselors will review, with the student, criteria for participation in the dual enrollment program. Information will also be available to students and parents on TCC's Dual Enrollment website.

It is the responsibility of the high schools to notify parents about the option for their child to participate in dual enrollment courses through a variety of means.

III. A delineation of courses and programs available to students eligible to participate in dual enrollment

Section 1007.271(1), Florida Statutes, establishes that “the dual enrollment program is the enrollment of an eligible secondary student in a postsecondary course creditable toward high school completion and a career certificate or an associate or baccalaureate degree”. A student who is enrolled in postsecondary instruction that is not creditable toward a high school diploma may not be classified as a dual enrollment student. Physical education skills courses and college preparatory instruction are not eligible for dual enrollment.

Students enrolled as dual enrollment, early admission, or career dual enrollment shall be exempt from the payment of registration, tuition, and laboratory fees. Students enrolled as dual enrollment, early admission, and career dual enrollment, will be eligible to participate in both high school and college activities as appropriate including graduation and other extracurricular activities. Participation in all college activities must be approved by the Vice President for Student Affairs.

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available upon request. Eligible courses may be taken in any format that TCC offers them unless otherwise specified in the agreement.

College courses are offered on the main campus, high school campuses, and through distance learning.

Early Admission Dual Enrollment

Early Admission shall be a form of dual enrollment through which eligible secondary students enroll in a postsecondary institution on a full-time basis (minimum of 12 credit hours and maximum of 15 credit hours per semester) in courses that are creditable toward the high school diploma and the associate or baccalaureate degree. Both the high school and TCC must approve Early Admission for a high school student each semester.

Career Dual Enrollment

Career dual enrollment is a curricular option of elective credits toward earning the high school diploma and completing a career-preparatory certificate program (PSAV). Career dual enrollment is not intended to enable students to take isolated courses unrelated to a program. The School Board will inform all students of the options available and the eligibility criteria.

For 2022-2023, career dual enrollment through TCC is available.

IV. A description of the process by which students and their parents exercise options to participate in the dual enrollment program

Application Process for New Dual Enrollment Students

Step 1: Complete TCC Online Application.

Step 2: Meet with high school guidance counselor to discuss testing options.

Step 3: Complete the Permission to Register Form with your guidance counselor. Your guidance counselor will help you choose courses that will count towards your high school graduation requirements. Please make sure that your guidance counselor lists the courses on the permission to register form and signs the form.

Step 4: Schedule a meeting with the TCC Dual Enrollment Coordinator.

Step 5: Submit the documents below prior to or during your meeting with the TCC Dual Enrollment Coordinator. Documents can be emailed to the TCC Dual Enrollment Coordinator, or you can bring them to your meeting.

- Copy of test scores
- Permission to register form
- High school transcript (please use the FASTER system)

Step 6: During your meeting with the TCC Dual Enrollment Coordinator, you will be registered for your TCC courses that are listed on your Permission to Register Form.

Application Process for Early Admission Students

Step 1: Complete TCC Online Application.

Step 2: Meet with high school guidance counselor to discuss testing options.

Step 3: Complete the Permission to Register Form with your guidance counselor. Your guidance counselor will help you choose courses that will count towards your high school graduation requirements. Please make sure that your guidance counselor lists the courses on the permission to register form and signs the form.

Step 4: Complete the Permission for Early Admission Form with your guidance counselor.

Step 5: Schedule a meeting with the TCC Dual Enrollment Coordinator.

Step 6: Submit the documents below prior to or during your meeting with the TCC Dual Enrollment Coordinator. Documents can be emailed to the Dual Enrollment Coordinator, or you can bring them to your meeting.

- Copy of test scores
- Permission to register form
- Permission for early admission form
- High school transcript (please use the FASTER system)

Step 7: During your meeting with the TCC Dual Enrollment Coordinator, you will be registered for your TCC courses that are listed on your Permission to Register Form. The TCC Dual Enrollment Coordinator is the only person allowed to register you for your courses.

Withdrawing from classes and Schedule Changes

Dual enrollment students must comply with the drop/add and withdrawal policies and deadlines published by TCC.

To withdraw, add, or drop from a course(s), students must provide a written request from the high school guidance counselor verifying that the student has permission to withdraw, add, or drop **before the withdrawal deadline**. The request must be submitted to TCC's Dual Enrollment Coordinator before the withdrawal deadline. [Click here for the Dual Enrollment Withdrawal Form.](#)

To change a student's schedule, the guidance counselor must submit a written request to TCC's Dual Enrollment Coordinator before the deadline which is published on TCC's dual enrollment website: [Click here for the Course Adjustment Form.](#)

Summer Enrollment

Students are eligible to enroll in summer courses during all sessions offered. Graduating high school seniors are not be eligible to participate in dual enrollment during the summer. Graduating seniors who enroll in summer classes will be categorized as degree seeking college students and responsible for all instructional materials, tuition and fees assessed.

Maximum Course Loads

Traditional dual enrolled students are allowed a maximum of 11 credit hours each semester. All college courses taken must count towards high school credit. Early admission students are allowed a minimum of 12 credit hours and maximum of 15 credit hours each semester. All college courses taken must count towards high school credit. Special permission is required each semester for the early admission program.

Testing and Alternative Placements for Dual Enrollment Eligibility

Students will use the P.E.R.T., SAT, and ACT Reading scores to test for dual enrollment eligibility.

P.E.R.T.			
Reading	106	ENC 1101	
Writing	103		
Mathematics	114 -122	MAC1105C, MAT1033, MGF1106, MGF1107	
Mathematics	123	MAC 1105, STA 2023	
SAT-I, The College Board			
Reading	440	24	ENC 1101
Writing and Language	N/A	25	
Mathematics	440	24	MAC1105C, MAT1033, MGF1106, MGF1107
Mathematics	470	25.5	MAC 1105, STA 2023
Enhanced ACT, American College Testing Program			
Reading	19	ENC 1101	
English	17		
Mathematics	19	MAC 1105C, MAT1033, MGF1106, MGF1107	
Mathematics	21	MAC 1105, STA 2023	
Grade 10 FSA Reading			
Reading	262	ENC 1101	

PSAT/NMSQT, The College Board		
Reading	24	ENC 1101
English	25	
Mathematics	24	MAC1105C, MAT1033, MGF1106, MGF1107
PreACT		
Reading	22	ENC 1101
English	18	
Mathematics	22	MAC1105C, MAT1033, MGF1106, MGF1107
ACCUPLACER, The College Board (Through January 2020)		
Reading	83	ENC 1101
Sentence Skills	83	
Elem. Algebra	72	MAC1105C, MAT1033, MGF1106, MGF1107
ACCUPLACER, The College Board (Since September 2019)		
Reading	245	ENC 1101
Writing	245	
QAS (Quantitative Reasoning, Algebra, Stats)	242	MAC1105C, MAT1033, MGF1106, MGF1107
End-of-Course Assessments		
Algebra I or Geometry End-of-Course Assessment	4	MAC1105C, MAT1033, MGF1106, MGF1107
Performance in High School Coursework		
HS Algebra Algebra I Honors		MAC1105C, MAT1033, MGF1106, MGF1107

Math for College Liberal Arts		
HS Algebra II	B or Better and 3.0 GPA	
HS Algebra II Honors		
Math for College Algebra		
Math for College Statistics		
HS Pre- Calculus		
HS Trig		
HS Calculus		
English IV	B or Better and 3.0 GPA	ENC1101
English IV Honors		

Students must provide official score reports to TCC for ACT, SAT, and/or FSA Reading before being registered for courses. Scores must be less than two years old.

High schools must provide P.E.R.T. official score reports and P.E.R.T. test history if students plan to use high school P.E.R.T. scores.

It is the high schools' responsibility to provide P.E.R.T. for dual enrollment eligibility. TCC will work with the high schools and assist with P.E.R.T. testing for special circumstances.

V. **A list of any additional initial student eligibility requirements for participation in the dual enrollment program**

The statutory eligibility requirements for academic dual enrollment include: 3.0 unweighted high school GPA and demonstrated readiness for college coursework through scores on a common placement test (as established in State Board of Education Rule 6A-10.0315).

TCC defines readiness for college-level coursework as placement into college-level Mathematics and/or English and Reading.

Students who wish to enroll in dual enrollment prior to completing the 10th grade FSA or Florida Statewide Assessment Test will be required to place into college-level Mathematics and/or English and Reading to be eligible for the dual enrollment program. There are no exceptions to this rule.

Students who wish to enroll in dual enrollment after taking the 10th grade FSA or Florida Statewide Assessment and have appropriate scores (see *Table 1*) on the English and Reading areas and do not have appropriate scores on the math portion of the college placement test will only be allowed to accumulate 12 college credit hours until the math portion of the test is passed. Students must be enrolled in the high school math college readiness course during the accumulation of the 12 college credit hours or have successfully completed the high school math college readiness course which will be verified through the high school transcript. There are no exceptions to this rule. Students must place into ENC 1101 with their test scores to be eligible to participate in the dual enrollment program.

Students who will graduate from high school prior to completion of the postsecondary course may not register for the course through dual enrollment.

Students may lose the opportunity to participate in the dual enrollment program if they are disruptive to the learning process. Procedure is outlined in [TCC's Student Handbook](#).

Continued Enrollment for Academic Dual Enrollment

Students must maintain a minimum 3.0 unweighted cumulative high school grade point average. Continued eligibility for college credit dual enrollment requires the maintenance of a 3.0 unweighted high school GPA.

Additionally, the TCC GPA will be reviewed each semester and students must maintain a 2.00 TCC GPA at the time of review as well as a successful completion rate of 75% (C

or better). Students will be given a one semester grace period if the TCC GPA is below 2.00 or completion is below 75%. High school students are only allowed one grace period.

Early Admission Eligibility

Students who wish to participate in early admission must be a high school senior and have an unweighted high school GPA of 3.5 or higher. Additionally, students must have a TCC GPA of 3.0 or higher.

Continued Enrollment for Early Admission

Students must maintain a minimum 3.5 unweighted cumulative high school GPA and a TCC GPA of 3.0.

VI. A delineation of the high school credit earned for the passage of dual enrollment courses

College courses as specified in the Florida Department of Education Articulation Coordinating Committee Statewide Agreement for Dual Enrollment Courses – High School Subject Area Equivalency List are eligible for dual enrollment. This list is available at <https://www.fldoe.org/core/fileparse.php/5421/urlt/AcademicList.pdf>. Eligible courses may be taken in any format that TCC offers them unless otherwise specified in the Agreement.

Other courses in the Statewide Course Numbering System, apart from remedial courses and physical education skills courses, can be used for dual enrollment credit and count toward high school graduation, including electives provided these courses are specified in this agreement.

Courses taken that are not listed on the [Dual Enrollment Course – High School Subject Area Equivalency List](#) must be identified in the Dual Enrollment Articulation Agreement along with the number of high school credits to be awarded either as an elective or subject area credit.

Courses not listed on the Dual Enrollment Course – High School Subject Area Equivalency List

N/A

VII. A description of the process for informing students and their parents of college-level course expectations

Dual enrollment courses meet the curricular expectations and are at the same depth and rigor of non-dual enrollment postsecondary instruction, including dual enrollment courses offered on the high school campus. Students should understand that dual enrollment courses are college courses and the amount of work necessary to succeed may be much greater than in high school courses. In addition, dual enrollment courses become a part of a student's permanent college transcript and are calculated into the student's permanent postsecondary GPA.

It is the responsibility of the high schools in the district to inform the students and parents about the college-level expectations. TCC will inform students and parents of college-level course expectations through a dual enrollment orientation. TCC will also inform students and parents of college-level course expectations using the course syllabus which is provided to each student in each college-level course at the beginning of each semester.

VIII. The policies and procedures, if any, for determining exceptions to the required grade point averages on an individual student basis

Section 1007.271(3), F.S., allows exceptions to the required GPA on an individual student basis if both parties agree.

Exceptions to High School Grade Point Averages Terms:

Upon recommendation by the principal or designee, a student with an unweighted GPA of 2.75-2.99 may enroll for a maximum of 6 hours of dual enrollment courses provided that the student has shown evidence of ability to do advanced level work through successful completion of Advanced Placement, Honors, or other advanced courses or supplemental work and provided that the student is in a high school college preparatory program in high school. Continuation of dual enrollment will require satisfactory progress in all college dual enrollment courses as defined in Section V of this agreement and successful completion of all high school courses with grades no lower than "B." Documentation must be provided to TCC's Academic Affairs designee.

Exceptions related to serious illness or other extenuating circumstances will be reviewed on a case-by-case basis and must be approved by both the principal and TCC's Academic Affairs designee.

TCC will provide a form to the high school that must be completed, signed, and returned to TCC before the student will be allowed to continue in the program. A rationale for the exception must be stated on the form.

TCC will not make exceptions to the required TCC grade point average. Students will be given a one semester grace period during which a review will take place to determine continued eligibility. The grace period can only be used once during the student's high school matriculation.

IX. Registration policies and procedures for dual enrollment courses as determined by the postsecondary institution

Students must complete their registration form with their high school guidance counselor. The form must be completed with all the required information about course reference numbers as well as 2nd options. The completed registration form will be given to TCC's Dual Enrollment Coordinator who will register the student for courses that are available at the time the form is received.

2022-2023 Deadlines for High Schools:

Due Date	Activity	Responsible Party
June 17 th , 2022 (Noon)	Last Day for students to submit all paperwork <u>and</u> test scores (as necessary) for enrollment in Summer 2022 June Express session	High school
July 21 st , 2022	Last Day to Withdraw a student from Summer 2022 B session (use withdrawal form)	
August 15 th , 2022	Last Day for students to submit all paperwork <u>and</u> test scores (as necessary) for enrollment in Fall 2022 semester. This includes registration for courses on the high school campus.	
August 22 nd , 2022	TCC First Day of Class	
August 23 rd , 2022	Last Day to Change Schedules or <u>drop</u> students (use course adjustment form)	High school

November 1 st , 2022	Last Day to Withdraw a student (use withdrawal form)	
November 14 th , 2022	Deadline to make changes to course offerings at the high school for Spring 2023. Deadline to identify instructors.	High school
December 2 nd , 2022	TCC Last Day of Class	
December 5 th , 2022	Deadline for students to submit paperwork for Spring 2023 (applications, test scores, permission to register forms)	
December 12 th , 2022	Deadline to submit grades to TCC	High school
December 13 th , 2022	TCC Transcripts will be delivered to high schools	TCC
January 5 th , 2023	TCC First Day of Class	
January 11 th , 2023	Last Day to Change Schedules or <u>drop</u> students (use course adjustment form)	High school
March 10 th , 2023	Deadline to Submit "Course Request for Dual Enrollment" Form for 2022-2023.	High school
March 24 th , 2023	Last Day to Withdraw a student	High school
April 21 st , 2023	TCC Last Day of Class	
May 1 st , 2023	Deadline to submit grades to TCC	High school
May 3 rd , 2023	Last Day for students to submit all paperwork <u>and</u> test scores (as necessary) for enrollment in Summer 2023 A and C sessions	High school
May 5 th , 2023	TCC transcripts will be delivered to high schools	

X. Exceptions, if any, to professional rules and guidelines for instructors teaching dual enrollment courses

There are no exceptions.

XI. Exceptions, if any, to rules, guidelines, and expectations stated in the student handbook of the postsecondary institution which apply to faculty members

Dual enrollment courses are college courses both in content and outcomes. Dual enrollment instructors must meet the teaching credentials established by the Southern Association of Colleges and Schools (SACS). Section 1007.271(5)(a), F.S., governs dual enrollment faculty. These provisions were taken from the *Dual Enrollment Statement of Standards*, which was codified in State Board of Education Rule 6A 14.064, FAC.

Faculty who wish to teach college credit courses that are offered on the high school campuses must complete a [TCC Online Application](#) and all other procedures required by TCC's Human Resources and Academic Divisions. Applicants must be recommended for hire by the appropriate Academic Dean/Director. Faculty must also adhere to the following guidelines (Florida Statutes, 1007.271 (5a):

Meet the qualifications required by TCC as identified in the TCC Faculty Credentials Manual. The qualifications apply to all faculty members regardless of the location of instruction. TCC requires compliance with these qualifications.

1. Provide TCC with an official copy of the postsecondary transcript.
2. Provide a copy of the current syllabus for each course taught to the discipline chair or department chair of the postsecondary institution before the start of each term. The content of each syllabus must meet the same standards required for all college-level courses offered at TCC and must be approved by the appropriate TCC academic division.
3. Adhere to the professional rules, guidelines, and expectations stated in TCC's adjunct faculty handbook.
4. Adhere to the rules, guidelines, and expectations (which apply to faculty members) that are stated in TCC's student handbook.

Dual enrollment courses taught on the high school campus must meet the same competencies required for courses taught on the TCC campus. To ensure equivalent rigor with courses taught at TCC, the high school instructor will provide a comprehensive, cumulative end-of-course assessment and a series of assessments of all expected learning outcomes to the appropriate Dean or designee. The completed and scored assessments must be returned to TCC and held for one year (Florida Statutes, 1007.271 (6a)).

It is the responsibility of the high school dual enrollment specialist to notify TCC's Academic Affairs designee of all courses that the high school is requesting to offer. Each high school must complete the appropriate form for each course that the high school plans to offer. Based on need and faculty availability, TCC will decide what courses can be offered on the high school campus.

It is the responsibility of each instructor to check their online class rosters every day to ensure that the appropriate students are sitting in the class. If a student is not on the roster, the instructor should immediately notify the high school dual enrollment contact person. The high school dual enrollment contact person should notify TCC's dual enrollment coordinator.

Advanced Placement (AP) students who do not take or pass the AP examination are not permitted to earn postsecondary credit for the AP course via dual enrollment. Per Section 1007.272, Florida Statutes, no student will be allowed duplicate credit based on enrollment in a joint AP/dual enrollment course. Dual enrollment courses taught on a high school campus may not be combined with any non-college credit high school course, per Section 1007.271 (6d), Florida Statutes.

Dual enrolled students taking courses on the high school campus must submit the same documentation as the student's taking courses on TCC's main campus.

XII. Responsibilities of the School Board regarding determination of student eligibility before participating in the dual enrollment program and the monitoring of student performance while participating in the dual enrollment program

The School Board is responsible for determining if the student is eligible to be tested for the dual enrollment program. Students who have a 3.0 unweighted high school grade point average and who have an interest in participating in dual enrollment should be referred to their high school guidance counselors to discuss the eligibility requirements for the program.

The high school must inform all students who plan to participate in dual enrollment of their obligation to complete an online TCC application.

The high school is responsible for advising students relative to ensuring that they meet the requirements for high school graduation. The high school is also responsible for advising students about Bright Futures.

It is TCC's responsibility to monitor student performance in TCC's dual enrollment courses. The School Board and TCC should exchange student transcripts in order to make sure that students are eligible to continue in the dual enrollment program.

TCC is responsible for assigning grades for dual enrollment courses. The School Board is prohibited from changing any grade (once assigned by TCC) when posting it to the high school transcript.

XIII. Responsibilities of the Florida College System institution regarding transmission of student grades in dual enrollment courses to the school district

TCC will transmit student transcripts to the School Board at the end of each semester.

XIV. Responsibilities for funding that delineates costs incurred by the school district and TCC

Dual enrollment students shall be exempt from paying registration, matriculation, and laboratory fees.

Textbook Costs & ADA Accommodation Costs

Textbooks will be provided to students by the School Board during both the Fall and Spring semester. Textbooks will be provided by TCC during the Summer terms. Textbooks purchased by the School Board shall remain the property of the School Board as specified in Section 1007.271 (17), F.S. TCC will continue its efforts to reduce the cost of textbooks and materials to the School Board. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on TCC's campus will be covered by TCC. The costs of ADA accommodations for dual enrollment students with disabilities taking courses on the high school campus will be covered by the School Board.

Standard Tuition Rate

Per the 1007.271, F.S., the School Board is required to pay the standard tuition rate per credit hour to TCC for instruction taking place on TCC's campus for dual enrolled students. The approved standard tuition for FY 2022-2023 is \$71.98. The rate will be charged for courses taking place on TCC's main campus, TCC's educational centers, and distance learning courses.

TCC will not charge tuition to the School Board for Summer 2023 dual enrollment students. TCC also will not limit dual enrollment participation based upon capacity, F.S. 1007.271(4) in any term.

TCC will use the fees collected to enhance the dual enrollment program. TCC will promote dual enrollment participation, increase capacity, and enrich the quality of services associated with the dual enrollment program. The School Board's payment of tuition to TCC will increase the number of counselors available to the dual enrollment program in order to recruit more dual enrollment students and to help prepare students for transition to college, to counsel students in meta-majors and programs of study, and to track and provide feedback to students on their progress. TCC will also provide high school faculty and counselor training for dual enrollment.

Instructional Costs

It is the responsibility of the School Board to provide full instructional costs for dual enrollment occurring on the high school site. For instruction occurring on the high school sites by college faculty, the School Board must reimburse TCC for the costs associated with the proportion of salary and benefits.

TCC cannot guarantee the availability of instructors for dual enrollment classes offered at the high school. Schools can assist TCC by recommending qualified School Board instructors for consideration for teaching dual enrollment courses offered at the high school.

TCC regularly uses high school faculty to teach both dual enrollment and regular TCC courses and incorporates training, mentoring, and assessment of these faculty into its regular adjunct program. Therefore, TCC's costs associated with instruction occurring on the high school site by TCC approved high school faculty who are paid by the School Board will be considered a normal part of TCC's obligation to its faculty for training and mentoring; no costs will be assessed.

Invoicing for Financial Obligations

TCC will invoice the School Board for financial obligations within 21 business days of TCC's Census date which is normally after the 5th day of class each semester.

A second invoice may be generated for all students who enroll in an express session if that student is not included in the main session invoice.

The school district is responsible for any student who fails to withdraw after the add/drop period.

Before invoicing, each district will need to verify enrollment. Once verification has occurred, there will be no changes to the invoices.

XV. Responsibilities for Student Transportation

It is the student's responsibility to provide his or her own transportation.

XVI. Responsibilities for services and resources that are available to students with disabilities who register for enrollment

By this agreement, Section 1007.271(25), F.S., requires that the dual enrollment articulation agreement include services and resources that are available to students with disabilities who register for dual enrollment.

Tallahassee Community College provides services and facilities accessible to, and usable by, all qualified students with disabilities. TCC will ensure educational access by providing reasonable and appropriate accommodation for those students who provide the proper documentation. An Individual Education Program (I.E.P) filed with the student's home school will suffice as appropriate documentation to receive necessary accommodation.

TCC provides physical, academic, and program access including: Extended time testing, Note-taking Services, Reader Services, Recorders, Audio Books via LearningAlly.org, E-Texts, Adaptive technology, Math accommodations, Sign Language interpreters, and Spelling accommodations.

IN WITNESS WHEREOF, the School Board of Gadsden County, Florida and The District Board of Trustees, Tallahassee Community College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date

Chair, Tallahassee District Board of Trustees,
Tallahassee Community College, Florida

Date

President, Tallahassee Community College

Date

Chair, Gadsden County School Board

Date

Superintendent, Gadsden County School District

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7b

DATE OF SCHOOL BOARD MEETING: May 24, 2022

TITLE OF AGENDA ITEM: Request Approval for Erate Funded Services.

DIVISION: Media & Technology

 This is a **CONTINUATION** of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

Bids and USAC Services requests accepted March 17, 2022. A review and scoring completed to determine the right provider to deliver the requested service. Current services end on June 30, 2022. These services will begin July 1, 2023 and continue for 1 year. These services include Internet, Hosted Voice (Phone), Wide Area Network (Connections to all of our school sites); hardware purchases, support services; Installation of upgraded wireless, switching and cache servers. Contracts on page 2.

FUND SOURCE: USAC- Erate/District

AMOUNT: ` \$617,076.12

Erate Funding: \$474,676.12

PREPARED BY: John Thomas 

District Funding: \$142,400.00

POSITION: Network Coordinator

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

1 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

} See attached Page 2.
SJT
5/6/22

Contracts to be executed:

- 1. Applied Com Tek- \$58400- Maintenance of Cabling, Audio Visual**
- 2. Applied Com Tek- \$131,250- Installation of New Wireless Access Points**
- 3. DELL- \$114,714.85-New Servers**
- 4. Intratech Alliance- Install Cache Servers**
- 5. Intratech Alliance- Network Maintenance, Cybersecurity Management**
- 6. TDS Telecom - \$249,060.00. Broadband; Wide Area Network**



Johnny Thomas <thomasj@gcpsmail.com>

Gadsden 2022 Funding Awarded

1 message

rebecca@k12consultants.com <rebecca@k12consultants.com>

Thu, May 5, 2022 at 9:44 PM

To: Johnny Thomas <thomasj@gcpsmail.com>

Cc: Hugh Manning <hugh@k12consultants.com>, rebecca@k12consultants.com

John,

Gadsden has been awarded E-RATE funding for all your 2022-23 requests. The Form 486's have been completed and the service providers have been notified of your award(s).

See attached:

- **Gadsden 2022 Funding Status Report C1-C2**
- **Gadsden 2022 C2 Detail IC Dell** – (marked up quote showing what was requested/funded)
- **Gadsden 2022 C2 Detail IC Intratech** – (marked up quote showing what was requested/funded)
- **Gadsden 2022 C2 Detail IC Applied Com** – (marked up quote showing what was requested/funded)

IMPORTANT Category 2 Reminders

Since (2021-22) USAC allows Districts to install/move Category 2 equipment between ANY school and/or your data center.'

Category 2 Purchase Orders

1. Reference the following on each P.O.
 - a. 2022
 - b. 471#
 - c. FRN#
2. Non-E-rate funded items should be on a separate P.O.

Inventory/Asset Tracking

Be sure to document and label your equipment when it arrives. Doing so ensures compliance and streamlines audits.

1. When equipment is received, label each item with:
 - a. 2022
 - b. FRN#
2. Record each piece of equipment in your district's Asset (inventory) Register. Register must contain the following:
 - a. Make & model
 - b. Serial number (if available)
 - c. Physical location of equipment (bldg./room)
 - d. Date installed
 - e. Funding year
 - f. FRN #
 - g. P.O. #

If you have any questions, please let us know.

Thanks,

Rebecca

Rebecca Link

Phone 877-967-2525

Email: rebecca@k12consultants.com

K12 Consultants

4 attachments

-  **Gadsden 2022 Funding Status Report C1-C2.pdf**
116K
-  **Gadsden 2022 C2 Detail IC Dell.pdf**
1456K
-  **Gadsden 2022 C2 Detail IC Intratech.pdf**
152K
-  **Gadsden 2022 C2 Detail IC Applied Com.pdf**
183K

Funding Commitment Decision Letter

Funding Year 2022

Contact Information:

Hugh Manning
GADSDEN COUNTY SCHOOL DISTRICT
35 MARTIN LUTHER KING JR BLVD
QUINCY, FL 32351
hugh@k12-consultants.com

FCC Form 471: 221030093

BEN: 127617

Wave: 3

Application Nickname: Gadsden 2022 C1

Totals

Total Committed	\$254,556.00
------------------------	---------------------

What is in this letter?

Thank you for submitting your application for **Funding Year 2022 Schools and Libraries Program (E-rate) funding**. Attached to this letter, you will find the funding statuses for the FCC Form(s) 471, Services Ordered and Certification Form, that you submitted and referenced above.

The Universal Service Administrative Company (USAC) is sending this information to both the associated applicant(s) and the service provider(s) so that you can work together to complete the funding process.

Next Steps

1. Work with your service provider(s) to determine if your bills will be discounted or if you will request reimbursement from USAC after paying the full cost for the services you receive.
2. Review the [Children's Internet Protection Act \(CIPA\)](#) requirements and file the [FCC Form 486](#) (Service Confirmation and CIPA Certification Form). **The deadline to submit this form is 120 days from the date of this letter or from the service start date (whichever is later).**
3. Invoice USAC

Funding Commitment Decision Letter

Funding Year 2022

Contact Information:

Hugh Manning
GADSDEN COUNTY SCHOOL DISTRICT
35 MARTIN LUTHER KING JR BLVD
QUINCY, FL 32351
hugh@k12-consultants.com

FCC Form 471: 221030105

BEN: 127617

Wave: 3

Application Nickname: Gadsden 2022 C2

Totals

Total Committed	\$220,120.12
------------------------	---------------------

What is in this letter?

Thank you for submitting your application for Funding Year 2022 Schools and Libraries Program (E-rate) funding. Attached to this letter, you will find the funding statuses for the FCC Form(s) 471, Services Ordered and Certification Form, that you submitted and referenced above.

The Universal Service Administrative Company (USAC) is sending this information to both the associated applicant(s) and the service provider(s) so that you can work together to complete the funding process.

Next Steps

1. Work with your service provider(s) to determine if your bills will be discounted or if you will request reimbursement from USAC after paying the full cost for the services you receive.
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3. Invoice USAC

CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2022-2023

Applied Comm-Tek "Provider"

Gadsden County Schools "Applicant"

Company Name: Applied Comm-Tek
Contact Name: Sam Powell
SPIN: 143019087
Address: 1750 Old Federal Road
City, State, Zip: Quincy, FL 32351
Phone Number: 850-508-8074

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as described on the attachment to this letter as part of the E-Rate Year 2016 effort. Provider was selected based on Provider's response to Applicant's RFP or based on a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services based upon Provider's proposal.(IC)

The purchase and providing of the eligible equipment and services described are expressly subject to, and conditioned on, satisfaction of all of the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on July 1, 2022 and shall terminate on June 30, 2023. There will also be 1 one-year contract extensions available, which will go into effect upon agreement of both parties. Total costs of the goods and services shall not exceed \$58,400 (SLD Pre-Discounted Amount).

For Service Provider:

For Applicant:

SPIN: 143007415

Signature: _____

Signature: _____

Printed Name: _____

Print Name: _____

Title: _____

Title: _____

Date:

Date: March 17, 2022

Official use only

E-Rate Organizer : FRNs | 2022 471 FRN Summary

2022 471 FRN Summary

470 Appl No	471	471 Form ID	FRN	Cat	SPIN	Service Provider	Attach Name	Contract Req'd	Contr Stat	Contract No.	Allowable Contract Date	Contract Award Date	Contract Expire Date	Monthly Rec Chg (pre-disc)	Annual Rec Chg (pre-disc)	One-Time Chg (pre-disc)	Req Disc
Gadsden County School District (6 FRNs)																	
220018148	221030093	Gadsden 2022 C1	2299043240	IA	143003990	Comcast Bus Comm	Comcast IA 2G		N/A	MTM	03-02-22			\$2,020.00	\$24,240.00	\$0.00	90%
220018148	221030093	Gadsden 2022 C1	2299043245	IA	143001441	Quincy Telephone Co.	TDS IA 1G		N/A	MTM	03-02-22			\$795.00	\$9540.00	\$0.00	90%
210017744	221030093	Gadsden 2022 C1	2299043249	WAN	143001441	Quincy Telephone Co.	TDS WAN 1G	✓	Need Ext 1 of 2	n/a	02-26-21	03-17-21	06-30-23	\$20,755.00	\$249,060.00	\$0.00	90%
220018148	221030105	Gadsden 2022 C2	2299043259	IC	143004340	Dell Marketing	Cache	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$114,714.85	85%
220018148	221030105	Gadsden 2022 C2	2299043266	IC	143019937	Intratech Alliance Corp.	Cache Install	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$13,000.00	85%
220018148	221030105	Gadsden 2022 C2	2299043267	IC	143019087	Applied Com Tek LLC	Cable	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$131,250.00	85%
TOT														\$23,570.00	\$282,840.00	\$258,964.85	525%

E-Rate Organizer : FRNs | 2022 471 FRN Summary

2022 471 FRN Summary

470 Appl No	471	471 Form ID	FRN	Cat	SPIN	Service Provider	Attach Name	Contract Req'd	Contr Stat	Contract No.	Allowable Contract Date	Contract Award Date	Contract Expire Date	Monthly Rec Chg (pre-disc)	Annual Rec Chg (pre-disc)	One-Time Chg (pre-disc)	Req Disc
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210017744	221030093	Gadsden 2022 C1	2299043249	WAN	143001441	Quincy Telephone Co.	TDS WAN 1G	✓	Need Ext 1 of 2	n/a	02-26-21	03-17-21	06-30-23	\$20,755.00	\$249,060.00	\$0.00	90%
220018148	221030105	Gadsden 2022 C2	2299043259	IC	143004340	Dell Marketing	Cache	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$114,714.85	85%
220018148	221030105	Gadsden 2022 C2	2299043266	IC	143019937	Intratech Alliance Corp.	Cache Install	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$13,000.00	85%
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TOT														\$23,570.00	\$282,840.00	\$258,964.85	525%

**CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2022-2023**

	SERVICE PROVIDER "PROVIDER"	SCHOOL DISTRICT "APPLICANT"
Company Name:	Applied Com-Tek	Gadsden County Schools
Contact Name:		John Thomas
SPIN:	143019087	
Address:	1750 Old Federal Road	
City, State, ZIP	Quincy, FL 32351	
Phone Number:	850-999-8848	
Contract Awarded On:	3/17/22	

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as part of the E-Rate Year 2022 effort. Provider was selected based on Provider's response to Applicant's RFP, or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services.

The purchase of the eligible equipment and/or services described are expressly subject to, and conditioned on, satisfaction of all the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on:

July 1, 2022 and shall terminate on June 30, 2023 for recurring services.
 July 1, 2022 and shall terminate on September 30, 2023 for non-recurring services
 (or Service Delivery/Contract Extension Date as approved by USAC).

Total costs of the goods and services shall not exceed SLD Pre-Discount Amount of \$ 131,250.00

FOR SERVICE PROVIDER

FOR APPLICANT

SPIN:

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22

Cable

Applied Com-Tek, Inc
 1750 Old Federal Road
 Quincy FL 32351
 850-999-8848

Grades 2022 CO Detail IC Applied Com
Estimate

Date	Estimate #
2/14/2022	07685

Name / Address
USAC c/o Hugh Manning hugh@k12consultants.com SPIN 143019087

Terms	Project

Item	Description	Qty	Rate	Total
Cable	CAT 6 DROPS <i>CAD: 3-17-22</i> <i># Bids: 1</i> <i>SPIN: 143019087</i> <i>Contract Amt: \$131,250.00</i> <i>Disc: 85%</i> <i>Regst. Amt: \$111,562.50</i> <i>DISTR Amt: \$196,875.</i>	525	250.00	131,250.00
			Total	\$131,250.00

E-Rate Organizer : FRNs | 2022 471 FRN Summary

2022 471 FRN Summary

470 Appl No	471	471 Form ID	FRN	Cat	SPIN	Service Provider	Attach Name	Contract Reqd	Contr Stat	Contract No.	Allowable Contract Date	Contract Award Date	Contract Expire Date	Monthly Rec Chg (pre-disc)	Annual Rec Chg (pre-disc)	One-Time Chg (pre-disc)	Req Disc
Gadsden County School District (6 FRNs)																	
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210017744	221030093	Gadsden 2022 C1	2299043249	WAN	143001441	Quincy Telephone Co.	TDS WAN 1G	✓	Need Ext 1 of 2	n/a	02-26-21	03-17-21	06-30-23	\$20,755.00	\$249,060.00	\$0.00	90%
220018148	221030105	Gadsden 2022 C2	2299043259	IC	143004340	Dell Marketing	Cache	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$114,714.85	85%
220018148	221030105	Gadsden 2022 C2	2299043266	IC	143019937	Intratech Alliance Corp.	Cache Install	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$13,000.00	85%
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TOT														\$23,570.00	\$282,840.00	\$258,964.85	525%

**CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2022-2023**

	SERVICE PROVIDER "PROVIDER"	SCHOOL DISTRICT "APPLICANT"
Company Name:	Dell	Gadsden County Schools
Contact Name:	Tim Mullins	John Thomas
SPIN:	143004340	
Address:	35 Martin Luther King Jr. Blvd	
City, State, ZIP	Quincy, FL 32351-4411	
Phone Number:	800-456-3355	
Contract Awarded On:	3/17/22	

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as part of the E-Rate Year 2022 effort. Provider was selected based on Provider's response to Applicant's RFP, or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services.

The purchase of the eligible equipment and/or services described are expressly subject to, and conditioned on, satisfaction of all the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on:

July 1, 2022 and shall terminate on June 30, 2023 for recurring services.
 July 1, 2022 and shall terminate on September 30, 2023 for non-recurring services
 (or Service Delivery/Contract Extension Date as approved by USAC).

Total costs of the goods and services shall not exceed SLD Pre-Discount Amount of \$ 114,714.85

FOR SERVICE PROVIDER

FOR APPLICANT

SPIN:

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22



GADSDEN 2022 C2 Detail IC Dell

A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your Premier page, or, if you do not have Premier, use this **Quote to Order**.

Quote No.	3000107044263.11	Sales Rep	Tim Mullins
Total	\$6,916.93	Phone	(800) 456-3355, 6180423
Customer #	96844566	Email	Tim_Mullins@Dell.com
Quoted On	Mar. 04, 2022	Billing To	ACCOUNTS PAYABLE
Expires by	Apr. 03, 2022		SCHOOL BOARD OF GADSDEN CO
Contract Name	Purchase Agreement for		35 MARTIN LUTHER KING JR BLVD
Contract Code	Equipment and Services		ACCOUNTS PAYABLE
	C000000005866		QUINCY, FL 32351-4411
	RFP No. 15-16-05		
Customer Agreement #	Technology Refresh		
	Program		
Solution ID	15326659.11		
Deal ID	21942865		

FRN2299043259601

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Tim Mullins

CAD: 3-17-22

Bids: 3

SPIN: 143004340

Contract Amt: 114,714.85

Disc: % 85%

Reqd Amt: \$97,507.62

Nett Amt: \$17,207.23

Product	Unit Price	Quantity	Subtotal
PowerEdge R7515 - [amer_r7515_13734]	\$6,916.93	1	\$6,916.93
	Subtotal:		\$6,916.93
	Shipping:		\$0.00
	Environmental Fee:		\$0.00
	Non-Taxable Amount:		\$6,916.93
	Taxable Amount:		\$0.00
	Estimated Tax:		\$0.00
	Total:		\$6,916.93

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	Quantity	Subtotal
PowerEdge R7515 - [amer_r7515_13734]	1	\$6,916.93

Estimated delivery if purchased today:

Apr. 11, 2022

Contract # C000000005866

Customer Agreement # RFP No. 15-16-05 Technology Refresh Program

Description	SKU	Unit Price	Quantity	Subtotal
3.5 Chassis	379-BDSZ	-	1	-
SAS/SATA Backplane	379-BDSS	-	1	-
PowerEdge R7515 Server	210-ASVQ	-	1	-
Trusted Platform Module 2.0	461-AAEM	-	1	-
3.5" Chassis with up to 12 Hot Plug Hard Drives and 2 x 3.5" Rear Drives	321-BERV	-	1	-
AMD EPYC 7232P 3.10GHz, 8C/16T, 32M Cache (120W) DDR4-3200	338-BVXL	-	1	-
Heatsink for Rear Drive Configuration	412-AASD	-	1	-
Performance Optimized	370-AAIP	-	1	-
3200MT/s RDIMMs	370-AEVR	-	1	-
Unconfigured RAID	780-BCDS	-	1	-
PERC H730P RAID Controller, 2GB NV Cache, Mlni card	405-AANT	-	1	-
Performance BIOS Settings	384-BBBL	-	1	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	-	1	-
No Additional Mid Fan	384-BBSO	-	1	-
Dual, Hot-plug, Redundant Power Supply (1+1), 750W	450-AJSC	-	1	-
Riser Config 1, 2 x 16 LP PCIe slot	330-BBNM	-	1	-
PowerEdge R7515 Motherboard, with 2 x 1Gb Onboard LOM (BCM5720) V2	384-BCNR	-	1	-
iDRAC9 Datacenter 15G	528-CHZJ	-	1	-
PowerEdge 2U Standard Bezel	350-BBWP	-	1	-
Quick Sync 2 (At-the-box mgmt)	350-BBKV	-	1	-
iDRAC, Legacy Password	379-BCSG	-	1	-
iDRAC Group Manager, Enabled	379-BCQV	-	1	-
No Operating System	611-BBBF	-	1	-
No Media Required	605-BBFN	-	1	-
ReadyRails Sliding Rails	770-BBBQ	-	1	-
No Internal Optical Drive	429-AAIQ	-	1	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	1	-
PowerEdge R7515 Shipping	340-CMZG	-	1	-
PowerEdge R7515 Ship Material	340-CODN	-	1	-
PowerEdge R7515 CCC Marking, No CE Marking	343-BBPQ	-	1	-
US Order	332-1286	-	1	-
ProSupport: 7x24 HW/SW Technical Support and Assistance 3 Years	827-1388	-	1	-
ProSupport: Next Business Day On-Site Service After Problem	827-1400	-	1	-

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Dell Hardware Limited Warranty Plus On-Site Service	827-1402	-	1	-
Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	989-3439	-	1	-
On-Site Installation Declined	900-9997	-	1	-
8GB RDIMM, 3200MT/s, Single Rank	370-AEVO	-	12	-
4TB 7.2K RPM NLSAS ISE 12Gbps 512n 3.5in Hard Drive	400-ASHY	-	12	-
4TB 7.2K RPM NLSAS 12Gbps 512n 3.5in Flex Bay Hard Drive	401-ABEB	-	2	-
Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	450-AALV	-	2	-
Broadcom 57416 Dual Port 10GbE BASE-T Adapter, PCIe Low Profile	540-BBVJ	-	1	-

Subtotal:	\$6,916.93
Shipping:	\$0.00
Environmental Fee:	\$0.00
Estimated Tax:	\$0.00
<hr/>	
Total:	\$6,916.93

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order, and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government, or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

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A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Quote No.	3000065624525.7	Sales Rep	Tim Mullins
Total	\$107,797.92	Phone	(800) 456-3355, 6180423
Customer #	96844566	Email	Tim_Mullins@Dell.com
Quoted On	Mar. 04, 2022	Billing To	ACCOUNTS PAYABLE
Expires by	Apr. 03, 2022		SCHOOL BOARD OF GADSDEN CO
Contract Name	Purchase Agreement for		35 MARTIN LUTHER KING JR BLVD
	Equipment and Services		ACCOUNTS PAYABLE
Contract Code	C000000005866		QUINCY, FL 32351-4411
	RFP No. 15-16-05		
Customer Agreement #	Technology Refresh		
	Program		
Solution ID	12806861.7		

FRN22 99043 259.002

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Tim Mullins

Product	Unit Price	Quantity	Subtotal
PowerEdge R740 - [AMER_R740_12248]	\$8,983.16	12	\$107,797.92
	Subtotal:		\$107,797.92
	Shipping:		\$0.00
	Environmental Fee:		\$0.00
	Non-Taxable Amount:		\$107,797.92
	Taxable Amount:		\$0.00
	Estimated Tax:		\$0.00
	Total:		\$107,797.92

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	Quantity	Subtotal
PowerEdge R740 - [AMER_R740_12248]	12	\$107,797.92

Estimated delivery if purchased today:
Mar. 25, 2022
Contract # C000000005866
Customer Agreement # RFP No. 15-16-05 Technology Refresh Program

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge R740 Server	210-AKXJ	-	12	-
PowerEdge R740/R740XD Motherboard	329-BEIK	-	12	-
No Trusted Platform Module	461-AADZ	-	12	-
Chassis with up to 8 x 2.5" SAS/SATA Hard Drives for 2CPU Configuration	321-BCSM	-	12	-
PowerEdge R740 Shipping	340-BLKS	-	12	-
PowerEdge R740 Shipping Material	340-CORZ	-	12	-
PowerEdge R740 CE, CCC, BIS Marking	389-DSWP	-	12	-
Intel Xeon Silver 4210R 2.4G, 10C/20T, 9.6GT/s, 13.75M Cache, Turbo, HT (100W) DDR4-2400	338-BVKD	-	12	-
Intel Xeon Silver 4210R 2.4G, 10C/20T, 9.6GT/s, 13.75M Cache, Turbo, HT (100W) DDR4-2400	338-BVKD	-	12	-
Additional Processor Selected	379-BDCO	-	12	-
Standard 1U Heatsink	412-AAIQ	-	12	-
Standard 1U Heatsink	412-AAIQ	-	12	-
3200MT/s RDIMMs	370-AEVR	-	12	-
Performance Optimized	370-AAIP	-	12	-
Unconfigured RAID	780-BCDS	-	12	-
PERC H730P RAID Controller, 2GB NV Cache, Adapter, Low Profile	405-AAOE	-	12	-
No Operating System	619-ABVR	-	12	-
OpenManage Enterprise Advanced	528-BIYY	-	12	-
iDRAC9 Datacenter 14G	528-CIBI	-	12	-
iDRAC Group Manager, Enabled	379-BCQV	-	12	-
iDRAC, Legacy Password	379-BCSG	-	12	-
Riser Config 2, 3 x8, 1 x16 slots	330-BBHB	-	12	-
Broadcom 57418 Dual Port 10GbE BASE-T & 5720 Dual Port 1GbE BASE-T, rNDC	540-BBUK	-	12	-
No Internal Optical Drive	429-ABBJ	-	12	-
6 Standard Fans for R740/740XD	384-BBPY	-	12	-
Dual, Hot-plug, Redundant Power Supply (1+1), 750W	450-AJSC	-	12	-
PowerEdge 2U Standard Bezel	325-BCHU	-	12	-
Dell EMC Luggage Tag	350-BBKG	-	12	-
No Quick Sync	350-BBJV	-	12	-
Power Saving Dell Active Power Controller	750-AABF	-	12	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	-	12	-
ReadyRails Static Rails for 2/4-post Racks	770-BBBE	-	12	-

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US Order	332-1286	-	12	-
Dell Hardware Limited Warranty Plus On-Site Service	813-9119	-	12	-
ProSupport: Next Business Day On-Site Service After Problem Diagnosis, 5 Years	813-9127	-	12	-
ProSupport: 7x24 HW/SW Technical Support and Assistance, 5 Years	813-9141	-	12	-
Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	989-3439	-	12	-
On-Site Installation Declined	900-9997	-	12	-
16GB RDIMM, 3200MT/s, Dual Rank	370-AEVQ	-	24	-
480GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD	400-AXTV	-	24	-
960GB SSD SATA Mix Use 6Gbps 512 2.5in Hot-plug AG Drive, 3 DWPD,	400-AZVM	-	60	-
No Media Required	421-5736	-	12	-
Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	450-AALV	-	24	-

Subtotal:	\$107,797.92
Shipping:	\$0.00
Environmental Fee:	\$0.00
Estimated Tax:	\$0.00

Total: \$107,797.92

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Electronically linked terms and descriptions are available in hard copy upon request.

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E-Rate Organizer : FRNs | 2022 471 FRN Summary

2022 471 FRN Summary

470 Appl No	471	471 Form ID	FRN	Cat	SPIN	Service Provider	Attach Name	Contract Reqd	Contr Stat	Contract No.	Allowable Contract Date	Contract Award Date	Contract Expire Date	Monthly Rec Chg (pre-disc)	Annual Rec Chg (pre-disc)	One-Time Chg (pre-disc)	Req Disc
Gadsden County School District (6 FRNs)																	
220018148	221030093	Gadsden 2022 C1	2299043240	IA	143003990	Comcast Bus Comm	Comcast IA 2G		N/A	MTM	03-02-22			\$2,020.00	\$24,240.00	\$0.00	90%
220018148	221030093	Gadsden 2022 C1	2299043245	IA	143001441	Quincy Telephone Co.	TDS IA 1G		N/A	MTM	03-02-22			\$795.00	\$9540.00	\$0.00	90%
210017744	221030093	Gadsden 2022 C1	2299043249	WAN	143001441	Quincy Telephone Co.	TDS WAN 1G	✓	Need Ext 1 of 2	n/a	02-26-21	03-17-21	06-30-23	\$20,755.00	\$249,060.00	\$0.00	90%
220018148	221030105	Gadsden 2022 C2	2299043259	IC	143004340	Dell Marketing	Cache	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$114,714.85	85%
220018148	221030105	Gadsden 2022 C2	2299043266	IC	143019937	Intratech Alliance Corp.	Cache Install	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$13,000.00	85%
220018148	221030105	Gadsden 2022 C2	2299043267	IC	143019087	Applied Com Tek LLC	Cable	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$131,250.00	85%
TOT														\$23,570.00	\$282,840.00	\$258,964.85	525%

**CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2022-2023**

	SERVICE PROVIDER "PROVIDER"	SCHOOL DISTRICT "APPLICANT"
Company Name:	Intratech Alliance Corp	Gadsden County Schools
Contact Name:		John Thomas
SPIN:	143019937	
Address:	215 West Jefferson St	
City, State, ZIP	Quincy, FL 32351	
Phone Number:		
Contract Awarded On:	3/17/22	

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as part of the E-Rate Year 2022 effort. Provider was selected based on Provider's response to Applicant's RFP, or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services.

The purchase of the eligible equipment and/or services described are expressly subject to, and conditioned on, satisfaction of all the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on:

July 1, 2022 and shall terminate on June 30, 2023 for recurring services.
 July 1, 2022 and shall terminate on September 30, 2023 for non-recurring services
 (or Service Delivery/Contract Extension Date as approved by USAC).

Total costs of the goods and services shall not exceed SLD Pre-Discount Amount of \$ 13,000.00

FOR SERVICE PROVIDER

FOR APPLICANT

SPIN:

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22

GADSDEN 2022 C2 Detail IC Intratech

QUOTE

Gadsden County School Board
35 Martin Luther King Jr Blvd
QUINCY FL 32351
USA

Date
Mar 14, 2022

Expiry
Apr 30, 2022

Quote Number
QU-2204

Intratech Alliance Corp
SPIN (498ID): 143019937
215 West Jefferson St
QUINCY FL 32351
USA

Description	Quantity	Unit Price	Tax	Amount USD
Install Caching Server	13.00	1,000.00	Tax Exempt	13,000.00
			Subtotal	13,000.00
			TOTAL USD	13,000.00

CAD: 3-17-22

Bids: 3

SPIN: 143019937

Contract Amt: 13,000.00

Disc: 85%

Regst Amt: 11,050.00

DISTR Amt: \$1950.

E-Rate Organizer : FRNs | 2022 471 FRN Summary

2022 471 FRN Summary

470 Appl No	471	471 Form ID	FRN	Cat	SPIN	Service Provider	Attach Name	Contract Reqd	Contr Stat	Contract No.	Allowable Contract Date	Contract Award Date	Contract Expire Date	Monthly Rec Chg (pre-disc)	Annual Rec Chg (pre-disc)	One-Time Chg (pre-disc)	Req Disc
Gadsden County School District (6 FRNs)																	
220018148	221030093	Gadsden 2022 C1	2299043240	IA	143003990	Comcast Bus Comm	Comcast IA 2G		N/A	MTM	03-02-22			\$2,020.00	\$24,240.00	\$0.00	90%
220018148	221030093	Gadsden 2022 C1	2299043245	IA	143001441	Quincy Telephone Co.	TDSIA 1G		N/A	MTM	03-02-22			\$795.00	\$9540.00	\$0.00	90%
210017744	221030093	Gadsden 2022 C1	2299043249	WAN	143001441	Quincy Telephone Co.	TDS WAN 1G	✓	Need Ext 1 of 2	n/a	02-26-21	03-17-21	06-30-23	\$20,755.00	\$249,060.00	\$0.00	90%
220018148	221030105	Gadsden 2022 C2	2299043259	IC	143004340	Dell Marketing	Cache	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$114,714.85	85%
220018148	221030105	Gadsden 2022 C2	2299043266	IC	143019937	Intratech Alliance Corp.	Cache Install	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$13,000.00	85%
220018148	221030105	Gadsden 2022 C2	2299043267	IC	143019087	Applied Com Tek LLC	Cable	✓	TBE-D K12 Std	n/a	03-02-22	03-17-22	09-30-23	\$0.00	\$0.00	\$131,250.00	85%
TOT														\$23,570.00	\$282,840.00	\$258,964.85	525%

CONTRACT FOR SERVICES AND/OR PRODUCTS FOR
E-RATE YEAR 2022-2023

Service Provider IntraTech Alliance School District "Gadsden County Schools"
Company Name: Intratech Alliance
Contact Name: Gauss, S
SPIN:143019937
Address:215 West Jefferson St
City, State, Zip: Quincy FL 32351
Phone Number: 850-567-6911

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as described on the attachment to this letter as part of the E-Rate Year 2022 effort. Provider was selected based on Provider's response to Applicant's RFP or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services based upon Provider's proposal. (IC)

The purchase and providing of the eligible equipment and services described are expressly subject to, and conditioned on, satisfaction of all of the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on July 1, 2022 and shall terminate on June 30, 2023. There will also be 1 one-year contract extensions available, which will go into effect upon agreement of both parties.

Total costs of the goods and services shall not exceed \$ 84,000. (SLD Pre-Discounted Amount).

For Service Provider:

For Applicant:

SPIN: 143001441

Signature: _____

Signature: _____

Printed Name: _____

Print Name: _____

Title: _____

Title: _____

Date: March 17, 2022

Date: March 17, 2022

QUOTE

Intratech Alliance Corp

SPIN 143019937

215 West Jefferson St
Quincy, FL 32351
850-567-6911
sgauss@intra-tech.net

QUOTE # Q98002
DATE: 4/04/2022

VALID TO 6/30/2022

TO John Thomas
Gadsden County School Board
35 MLK JR BLVD
Quincy, FL 32351
850-627-9651

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
		Due on receipt	

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Managed Network Services for 1 Year July 1, 2022 to June 30, 2023. See Appendix A for list of services provided.	84,000.00	84,000.00

SUBTOTAL	84,000.00
SALES TAX	0.00
TOTAL	\$ 84,000.00

This is a quotation for the goods and services described.

To accept this quotation, sign here and return:



THANK YOU FOR YOUR BUSINESS!

Appendix A

Services Provided under Quote Q98002 – These services to be provided to the Gadsden County School Board Administrative Offices and Schools.

Active Directory Management
Azure AD P1 Management
Office 365 A3 Management
IBM BladeCenter VMware Data Center
Cisco HyperFlex VMware Data Center
Focus to Active Directory Student Sync
Active Directory to Google Apps Sync
Active Directory to Azure/Office365 Sync
Active Directory Federated Services and Single Sign On Implementations
Focus Exports for Third Party Processing
Backups of School File and Print Servers (Redstor)
Backups of Data Center Servers (Redstor and VEEAM)
Network Infrastructure (Switches, Wireless, Routing, Firewalls, Content Filters)
Network and User Digital Security (Virus, Malware and Phishing Protection)
Managed Methods - Cloud Security and Content Monitoring for Google Apps/Office365
KnowBe4 - Security Awareness Training Management
FortiClient EMS (Antivirus for PCs, Servers and Chromebooks)
FortiEDR – (Endpoint Detection and Response – Network Security)
FortiNAC (Network Access Control for Wireless and Wired Network)
FortiGate (Firewall, Content Filter, VPN, SD-WAN, Routing)
FortiWiFi (Wireless Management and Access Points)
Extreme Wireless (Controllers and Access Points)
XMC - Extreme Management Center (Extreme Networks Wireless AP, Wireless Controllers and Network Switches - monitoring, configuration and backups)
ZENworks Workstation Management and Imaging Services
NESSUS - Network Scanning and Patch Monitoring
Canvas Integrations
Clever Integrations
Google Apps Integrations
Exacq Video - Video Security Systems
FortiRecorders and FortiCams – Video Security Systems
TDS VoIP Telephone and UC Systems
FortiVoice – VoIP Telephone and UC Systems
Access Control Systems (Paxton and Net2 Doors, Card Readers and Access Panels)
Online Testing Infrastructure Management - Network and Workstation Management of Windows and Chromebooks
Helpdesk Management
Troubleshoot Escalated PC and Chromebook Issues

CONTRACT (EXTENSION) FOR SERVICES AND/OR PRODUCTS FOR E-RATE YEAR 2022-2023

	<u>SERVICE PROVIDER "PROVIDER"</u>	<u>SCHOOL DISTRICT "APPLICANT"</u>
Company Name:	TDS Telecom	Gadsden County Schools
Contact Name:	Grant Fetzer	John Thomas
SPIN:	143001441	
Address:	525 Junction Road	
City, State, ZIP	Madison WI, 53713	
Phone Number:	912-882-1467	
Contract Awarded On:	3/17/21 (Ext 1 of 2 dated 3/17/22)	

The **Applicant** and **Provider** sign this document for the purchase of eligible equipment and services as part of the E-Rate Year 2022 effort. Provider was selected based on Provider's response to Applicant's RFP, or on the basis of a qualifying Form 470. Applicant intends to file a Funding Request Form 471 with the Universal Services Administrative Company (USAC), Schools and Libraries Division (SLD) E-Rate Program for eligible equipment and services.

The purchase of the eligible equipment and/or services described are expressly subject to, and conditioned on, satisfaction of all the following conditions:

- (i) USAC approval of Applicant's request for funding through a formal Funding Commitment Decision Letter;
- (ii) Applicant's formal acceptance of the USAC approved funding; and
- (iii) Board Approval as required

Provider agrees to abide by all terms and conditions of the Universal Service Act of 1996 as implemented by the SLD E-Rate Discount Program in the procurement, delivery, installation, invoicing and all other transactions associated with the project. The term of this contract shall commence on:

July 1, 2022 and shall terminate on June 30, 2023 for recurring services.

Total costs of the goods and services shall not exceed SLD Pre-Discount Amount of \$249,060.00
(Extension 1 of 2)

FOR SERVICE PROVIDER

FOR APPLICANT

SPIN:

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22

Signature: _____
Print Name: _____
Title: _____
Date: 3/17/22



March 25, 2022
STATEMENT OF SERVICE



Cost Recovery Fee Begins in April Due to the rising costs of providing high quality service and support to our customers, TDS is implementing a monthly fee of \$2.99 beginning April 2022. This charge will appear as ?Cost Recovery Fee? starting on your April bill. Customers currently on certain promotions will see this increase at the end of their promotional period.

SUBSCRIBER NAME GADSDEN COUNTY SCHOOL BOARD
ACCOUNT NUMBER 850-627-9651
CONTROL DATE 11-13-1973
REGISTRATION ID AC58-5465-B2AB

CONTACT US
1-888-225-5837 | tdsbusiness.com

ACCOUNT SUMMARY SEE BACK FOR DETAILS

PREVIOUS BALANCE	\$3,016.26
PAYMENTS AND ADJUSTMENTS	-\$3,016.26
REMAINING BALANCE	\$.00
CURRENT MONTHLY CHARGES	\$3,403.68
COMMUNICATION	3,403.68

TOTAL DUE BY 04/10/22 \$3,403.68

PAY TOTAL AMOUNT DUE BY 04/10/2022

1100 E 7900 370 9001 99999

↓ RETURN THIS PORTION WITH YOUR PAYMENT. DO NOT SEND CASH. ALLOW 10 DAYS FOR PROCESSING. ↓

ACCOUNT CHARGES

850-730-1798	1.30
850-875-1114	.00
850-875-1175	51.35
850-875-1311	.00
850-875-2983	22.76
850-875-3193	51.46
850-875-4194	51.35
850-875-4474	53.65
850-875-4493	51.39
850-875-7250	29.26
850-875-8757	23.64
850-875-8871	3.02
850-875-9058	22.76

YOUR PRIMARY INTRALATA CARRIER IS TDS
YOUR PRIMARY INTERLATA CARRIER IS TDS

51.35

COMMUNICATION SERVICE \$3,403.68

FOR 850-627-9651

03/25-04/24	1 COPPER SWITCH CONNECTION (SFP) - CISCO 2960S/3560S/3750	.00
03/25-04/24	1 TDS PREFERRED CUSTOMER DISCOUNT	-896.00
03/25-04/24	18 DID BLOCK OF 10 NUMBERS	90.00
03/25-04/24	2 MANAGEDIP MNGD SRVCS-CISCO GIGABIT 3750 LAN SWITCH	200.00
03/25-04/24	1 MANAGEDIP ENHANCED HUNT GROUP	1.50
03/25-04/24	12 MANAGEDIP MANAGED SERVICES-ADDL GIGABIT LAN SWITCH	480.00
03/25-04/24	1 MANAGEDIP VOLUME DISCOUNT	-3,374.00
03/25-04/24	3 MIP MANAGED SERVCS 8-PORT 10/100/1000 SWITCH W/POE	60.00
03/25-04/24	1 MIP MANAGED SERVCS 8-PORT 10/100/1000 SWITCH W/POE	20.00
03/25-04/24	1 MANAGED SERVICES LAN SWITCH # FEDERAL UNIVERSAL SERVICE CHARGE	40.00 .02
		<u>-3,378.48</u>

FOR 850-627-1230

03/25-04/24	1 CALL FORWARDING - STATION ACTIVATION	.00
03/25-04/24	1 CALL HOLD	.00
03/25-04/24	1 VTN CALLER ID - VTN GROUP ONLY	.00
03/25-04/24	1 LAST NUMBER REDIAL - VTN	.00
03/25-04/24	1 VTN RETAINED TELEPHONE NUMBER CHARGE	.00
03/25-04/24	1 SPEED CALL SHORT LIST - 6 NUMBERS	.00
03/25-04/24	1 # VTN STANDARD LINE - 60 MONTH / 50+ CATEGORY	10.10
03/25-04/24	1 CALL TRANSFER & 3-WAY CONFERENCING - ALL CALLS	.00
03/25-04/24	1 # FEDERAL SUBSCRIBER LINE CHARGE	9.20
03/25-04/24	1 # FEDERAL ACCESS RECOVERY CHARGE	3.00
	# FEDERAL UNIVERSAL SERVICE CHARGE	.46
	LONG DISTANCE SERVICES TOTAL ¹	<u>.00</u>
		22.76

YOUR PRIMARY INTRALATA CARRIER IS TDS
YOUR PRIMARY INTERLATA CARRIER IS TDS

FOR 850-627-1276

03/25-04/24	1 # ONE-PARTY BUSINESS ACCESS LINE - BASE RATE AREA	35.00
03/25-04/24	1 # FEDERAL SUBSCRIBER LINE CHARGE - MULTI-LINE BUSINESS	9.20
03/25-04/24	1 # FEDERAL ACCESS RECOVERY CHARGE-MULTI-LINE BUSINESS	3.00
	# FEDERAL UNIVERSAL SERVICE CHARGE	4.15
	LONG DISTANCE SERVICES TOTAL ¹	<u>.00</u>
		51.35

YOUR PRIMARY INTRALATA CARRIER IS TDS
YOUR PRIMARY INTERLATA CARRIER IS TDS

YOUR PRIMARY INTRALATA CARRIER IS TDS
YOUR PRIMARY INTERLATA CARRIER IS TDS

FOR 012-274-0009

03/25-04/24	1 ME BASIC 1000	795.00
		<u>795.00</u>

FOR 850-627-1279

03/25-04/24	1 # ONE-PARTY BUSINESS ACCESS LINE - BASE RATE AREA	35.00
03/25-04/24	1 # FEDERAL SUBSCRIBER LINE CHARGE - MULTI-LINE BUSINESS	9.20
03/25-04/24	1 # FEDERAL ACCESS RECOVERY CHARGE-MULTI-LINE BUSINESS	3.00
	# FEDERAL UNIVERSAL SERVICE CHARGE	4.15
	LONG DISTANCE SERVICES TOTAL ¹	<u>.00</u>
		51.35

YOUR PRIMARY INTRALATA CARRIER IS TDS
YOUR PRIMARY INTERLATA CARRIER IS TDS

FOR 012-274-3349

03/25-04/24	1 STATIC IP 16	.00
03/25-04/24	1 ME BASIC 1000	795.00
		<u>795.00</u>

FOR 850-627-0401

03/25-04/24	1 # ONE-PARTY BUSINESS ACCESS LINE - BASE RATE AREA	35.00
03/25-04/24	1 # FEDERAL SUBSCRIBER LINE CHARGE - MULTI-LINE BUSINESS	9.20
03/25-04/24	1 # FEDERAL ACCESS RECOVERY CHARGE-MULTI-LINE BUSINESS	3.00
	# FEDERAL UNIVERSAL SERVICE CHARGE	4.15
	LONG DISTANCE SERVICES TOTAL ¹	<u>.00</u>

FOR 850-627-1530

03/25-04/24	1 MANAGEDIP OFFICE PACKAGE	34.95
	# FEDERAL UNIVERSAL SERVICE CHARGE	.61

¹ See call details section.

Non-payment of flagged charges may result in local service disconnection. To determine the payment amount required to avoid disconnection of local services when in a bundle, call 1-888-CALL-TDS.

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 9 a

Date of School Board Meeting: May 24, 2022

TITLE OF AGENDA ITEM: Adopted Instructional Materials/Textbooks for 2022-2023

DIVISION: K-12 Education

_____ This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

(Type and Double Space)

The State of Florida requires that all instructional materials have been reviewed, selected, and adopted by the district school board in accordance with the school board hearing and public meeting requirements as specified in section 1006.283(2)(b)8, Florida Statutes.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Tammy McGriff Farlin, EdS 

POSITION: Assistant Superintendent for Academic Services

INSTRUCTIONS TO BE COMPLETED BY PREPARER

_____ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

GADSDEN COUNTY PUBLIC SCHOOLS

"Putting Children First"

List of Adopted Textbooks

Grade	ELA/Reading (Adopted 2020)	Mathematics (Adopted 2022)	Science (Adopted 2018)	Social Studies (2017)
K	Florida Into Reading Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Go Math Houghton Mifflin Harcourt	HMH Florida Science Houghton Mifflin Harcourt	Florida Studies Weekly K Studies Weekly, Inc.
1	Florida Into Reading Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Go Math Houghton Mifflin Harcourt	HMH Florida Science Houghton Mifflin Harcourt	Florida Studies Weekly Grade 1 Studies Weekly, Inc.
2	Florida Into Reading Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Go Math Houghton Mifflin Harcourt	HMH Florida Science Houghton Mifflin Harcourt	Florida Studies Weekly Grade 2 Studies Weekly, Inc.
3	HMH Florida Into Reading Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Go Math Houghton Mifflin Harcourt	HMH Florida Science Houghton Mifflin Harcourt	Florida Studies Weekly Grade 3 Studies Weekly, Inc.
4	HMH Florida Into Reading Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Go Math Houghton Mifflin Harcourt	HMH Florida Science Houghton Mifflin Harcourt	Florida Studies Weekly Grade 4 Studies Weekly, Inc.
5	HMH Florida Into Reading Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Go Math Houghton Mifflin Harcourt	HMH Florida Science Houghton Mifflin Harcourt	Florida Studies Weekly Grade 5 Studies Weekly, Inc.
6	Amplify English Language Arts Florida Edition Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Into Math Houghton Mifflin Harcourt	HMH Florida Science Course 1 Houghton Mifflin Harcourt	HMH Social Studies: Florida World History Houghton Mifflin Harcourt
7	Amplify English Language Arts Florida Edition Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Into Math Houghton Mifflin Harcourt	HMH Florida Science Course 2 Houghton Mifflin Harcourt	HMH Social Studies: Florida Civics Houghton Mifflin Harcourt
8	Amplify English Language Arts Florida Edition Houghton Mifflin Harcourt	HMH Florida's B.E.S.T. Into Math Houghton Mifflin Harcourt	HMH Florida Science Course 1 Houghton Mifflin Harcourt	HMH Social Studies: United States History Houghton Mifflin Harcourt
9	myPerspectives Florida English Language Arts Houghton Mifflin Harcourt	Math Nation: Florida's B.E.S.T. Algebra 1 Math Nation: Florida's B.E.S.T. Algebra 1 Honors Math Nation: Florida's B.E.S.T. Algebra 2	HMH Florida Biology HMH Florida Modern Chemistry HMH Florida Environmental Science	<u>McGraw-Hill School Education Group</u> Florida World History Florida United States History & Geography Florida United States Government <u>Pearson Education, Inc.</u> Pearson Florida Economics <u>John Wiley & Sons, Inc.</u> Real World Psychology (High Sch. Binding)
10	myPerspectives Florida English Language Arts Houghton Mifflin Harcourt	Math Nation: Florida's B.E.S.T. Algebra 2 Honors Math Nation: Florida's BEST Geometry	Glencoe Physical Science, Florida Edition (McGraw-Hill School Education, LLC)	<u>Cengage Learning</u>
11	myPerspectives Florida English Language Arts Houghton Mifflin Harcourt	Math Nation: Florida's BEST Geometry Math Nation: Florida's B.E.S.T. Geometry Honors Savvas Learning Pre-Calculus Calculus: Graphical, Numerical, Algebraic (Prentice Hall)	Glencoe Earth Space Science Florida Edition (McGraw-Hill School Education, LLC)	Principals of Economics (Honors) Gateways to Democracy (US Gov. Honors) <u>Bedford, Freeman & Worth Publishing Group</u> American History (US History Honors) Myers Psychology for AP
12	myPerspectives Florida English Language Arts Houghton Mifflin Harcourt			

GADSDEN COUNTY PUBLIC SCHOOLS

"Putting Children First"

List of Adopted Textbooks

Grade Level	World Languages	Mathematics	HOPE	
9-12	<u>Santillana</u> Florida Santillana Spanish 1 Florida Santillana Spanish 2 2015/1 st Edition	<u>Pearson Prentice Hall</u> Liberal Arts Math: A Florida Course 2014/2 nd Edition Intermediate Algebra: Math for College Readiness, 2013/1 st Florida Edition Stats in Your World, 2016/2 nd Edition The Practice of Statistics for AP 4 th Edition	Florida Glencoe Health, 2014/1 st Edition	

Gadsden District reviews instructional materials from vendors included on the Florida Department of Education's approved vendor list and selects and adopts these materials based on Florida Statutes.

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 10a

DATE OF SCHOOL BOARD MEETING: May 24, 2022

TITLE OF AGENDA ITEM: Approval of job description

DIVISION:

 This is a CONTINUATION of a current project, grant, etc.

PURPOSE AND SUMMARY OF ITEM:

Approval of revised job descriptions is requested.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Dr. Sylvia R. Jackson 

POSITION: Assistant Superintendent of Schools

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

REVIEWED BY: _____

SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

DIRECTOR OF ADULT CAREER AND TECHNICAL EDUCATION

DIRECTOR OF VOCATIONAL AND ADULT EDUCATION

QUALIFICATIONS:

- (1) Master's Degree from an accredited educational institution.
- (2) Certified as a Vocational Education Director.
- (3) Minimum of ten (10) years successful experience in education, including at least three (3) years in administration and three (3) years teaching experience.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of local, state, and national law, rules, and policies which affect vocational and adult education. Ability to communicate effectively with a variety of audiences. Knowledge of the teaching / learning process in the school setting. Ability to supervise the implementation of programs and budgets.

REPORTS TO:

Deputy Superintendent

JOB GOAL

To ensure the effective implementation of vocational and adult education in Gadsden County.

SUPERVISES:

Principal of Gadsden Technical Institute
Social Worker, Visiting Teacher
Assigned Support Personnel

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.

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.

Job Description Supplement No. 11

DIRECTOR OF ADULT CAREER AND TECHNICAL EDUCATION (Continued)

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- ~~* (1) Organize and supervise the vocational / applied technology education program of the District.~~
- ~~* (2) Monitor the vocational education program for compliance with all governing rules and regulations and report all infractions to the Superintendent.~~
- ~~* (3) Review all requests for vocational education textbooks and instructional supplies and make recommendations for purchase.~~
- ~~* (4) Administer the adult education program pursuant to provisions of Florida School laws, State Board of Education regulations, and School Board policies.~~
- ~~* (5) Coordinate the writing and submission of grants and other funding proposals.~~
- ~~* (6) Collect and report data required by the District or state, such as Placement and Follow-up reports, Carl Perkins grant reports, and Gold Seal Endorsement data.~~
- ~~* (7) Supervise and monitor special fund expenditures, such as federal or state grants and equipment replacement and repair funds.~~
- ~~* (8) Coordinate Tech Prep and School-to-Work programs.~~
- ~~* (9) Develop, organize, and coordinate community education programs and activities.~~

- * (1) Assist school principals in supervising, developing and implementing the district's CTE programs.
- * (2) Oversee the development of CTE programs of all assigned schools.
- * (3) Monitor progress of implementation of CTE programs and provide assistance upon request of the principal and/or teacher.
- * (4) Coordinate and assist with the adoption, development, revision, and publication of CTE program materials
- * (5) Review student performance in CTE programs.
- * (6) Routinely visit assigned schools, including classrooms.
- * (7) Coordinate Council on Occupational Education (COE) accreditation activities for the college.
- * (8) Recommend and coordinate program of instruction for assigned schools.
- * (9) Manage and monitor grant budgets as assigned.
- * (10) Coordinate special projects as needed.
- * (11) Coordinate regularly scheduled CTE meetings.

Interagency Communication and Delivery

- ~~* (10) Disseminate and interpret information on curriculum and District, state, and federal initiatives.~~
 - ~~* (11) Organize county groups to provide for effective revision and articulation of the county vocational educational instructional programs.~~
 - ~~* (12) Assist school curriculum coordinators in developing and implementing the vocational education instructional program.~~
 - ~~* (13) Work with post-secondary institutions to develop articulation agreements.~~
 - ~~* (14) Work closely with advisory councils to maintain effective, up-to-date, applied technology programs.~~
 - ~~* (15) Consult with business and community groups on educational and training needs.~~
 - ~~* (16) Serve as District liaison with the Florida Department of Education on matters related to vocational and adult / community education.~~
- * (10) Maintain effective relations with patrons, employees and the general public.
 - * (11) Coordinate CTE activities.
 - * (12) Facilitate close communication with FLDOE, vendors, and the finance department ensure cost efficiency.

DIRECTOR OF ADULT CAREER AND TECHNICAL EDUCATION (Continued)

- * (13) Promote cooperative relationships and coordinated efforts among community stakeholders and school sites.
- * (14) Evaluate and review, on a continuous basis, post-secondary CTE programs

Professional Growth and Improvement

- ~~* (17) Assist in the development, implementation, and evaluation of staff development activities related to vocational and adult education.~~
- ~~* (18) Maintain a network of peer contacts through professional organizations.~~
- ~~* (19) Keep abreast of current trends and changes in vocational and adult education, including related laws, rules, and policies.~~
- ~~* (20) Assist principals and District-level administrators in understanding and keeping abreast of trends and developments in vocational and adult education.~~
- ~~* (21) Promote and support professional development for self and others.~~
- * (17) Develop and deliver appropriate and current training for all assigned staff.
- * (18) Keep abreast of new developments in Career and Technical Education.
- * (19) Keep abreast of legal requirements and proposed changes in areas of responsibility and provide advice to the Assistant Superintendent as to their impact on the District.
- * (20) Attend meetings and conferences which promote professional growth and benefit the District.
- * (21) Promote and support professional development for self and others.
- * (22) Establish procedures which ensure personnel awareness of Florida Statutes, State Board of Education rules and health - safety standards and ensure the standards are implemented.

Systemic Functions

- ~~* (22) Supervise assigned personnel, conduct annual performance appraisals, and make recommendations for appropriate employment action.~~
- ~~* (23) Plan for the timely replacement of instructional equipment.~~
- ~~* (24) Prepare all required reports and maintain all appropriate records.~~
- ~~* (25) Demonstrate support for District goals and priorities.~~
- ~~* (26) Serve as a program consultant to school personnel with assistance in the identification of program needs, selection of appropriate materials and equipment, and in selection of effective teaching strategies.~~
- ~~* (27) Maintain a close working relationship with school administrators to ensure information exchange, coordination of efforts, and general support for the decision-making process.~~
- ~~* (28) Assist in the development of administrative guidelines and policies for vocational / applied technology programs.~~
- ~~* (29) Assist in maintaining appropriate coordination between applied technology programs and other programs.~~
- ~~* (30) Provide input in the planning, modification, and construction of school facilities.~~
- ~~(31) Perform other duties as assigned.~~
- * (23) Supervise assigned personnel, conduct annual performance appraisals, and make recommendations for appropriate employment action 24) Prepare or oversee the preparation of all required reports and maintain all required records 25) Serve on district committees as assigned 26) Assist in interviewing and recommending personnel 27) Assist in the interpretation of policies, programs, and goals to staff and the public 28) Provide input for the development of the district budget 29) Perform other duties as assigned

DIRECTOR OF CAREER, ADULT AND TECHNICAL EDUCATION (Continued)

Leadership and Strategic Orientation

- ~~*(32) Provide leadership and direction for the planning, implementation, and evaluation of vocational / applied technology and adult education programs and activities.~~
 - ~~*(33) Demonstrate initiative in recognizing needs, problems, or potential for improvement and take appropriate action.~~
 - ~~*(34) Model and maintain high standards of professional conduct.~~
 - ~~*(35) Use appropriate interpersonal styles and methods to guide individuals and groups to task accomplishment.~~
 - ~~*(36) Contribute to District planning activities, including providing input into short and long-term goals and objectives, budget, and use of resources.~~
- *(30) Provide leadership and direction for the planning, development, implementation, and evaluation of the district's instructional program 31) Assist schools in resolving problems and satisfactorily addressing complaints 32) Provide leadership to school administrators in matters of emerging curriculum / instructional issues 33) Model and maintain high standards of professional conduct 34) Demonstrate initiative in recognizing needs or potential for improvement and take appropriate action 35) Use appropriate interpersonal styles and methods to guide individuals or groups to task accomplishment 36) Assist in the development of administrative guidelines for schools

*Essential Performance Responsibilities

SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

GROUNDSKEEPER

QUALIFICATIONS:

- (1) High School Diploma or its equivalent **is preferred.**
- (2) Florida Driver's License or a current out of state license with the ability to obtain a Florida license within 6 months. (A Commercial Driver's License [CDL] is **preferred a plus**)
- (3) Experience in grounds maintenance preferred

KNOWLEDGE, SKILLS AND ABILITIES:

- (1) Possess a working knowledge of lawn maintenance techniques
- (2) Ability to work independently
- (3) Ability to follow written and oral instructions
- (4) Ability to generate, receive and complete work orders
- (5) To have a working knowledge of and the skill to use all tools of the trade
- (6) Ability to respond to questions and resolve problems

REPORTS TO:

Head Groundskeeper

JOB GOAL

To maintain the facility grounds in the District in good condition and provide safe, healthy and attractive facilities for employees and students.

SUPERVISES:

N/A

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently Extensive walking and standing all the time, position requires mobility, occasionally climbs, crawls, stoops, or otherwise works in an awkward position, lifting or moving heavy parcels, machines, and equipment up to 40 pounds on a regular basis. Manual dexterity and coordination are required in over 50% of the work period while operating various types of equipment and frequent daily exposure to one or more disagreeable conditions, such as outdoor weather, undesirable cleaning or repair assignments, and herbicides/fertilizers.

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.

GROUNDSKEEPER (Continued)

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- (1) Daily maintenance and upkeep of grounds equipment
- (2) Keep all GCSB grounds well-manicured including but not limited to mowing, weeding all areas not accessible by a mower, edging sidewalks and curbs, keeping fence lines clear of growth, trimming hedges and mulching flower beds.
- (3) Work with outside contractors as needed
- (4) Assist other tradesmen as required

Employee Qualities/Responsibilities

- (5) Follows District policies and procedures.
- (6) Works independently and as a team member.
- (7) Interacts positively with school and maintenance personnel
- (8) Reports to work punctually and regularly.
- (9) Displays appropriate work ethic
- (10) Communicates well with others and exhibit excellent interpersonal skills

System Support

- (11) Perform other duties as assigned.

DRAFT

SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

CARPENTER

QUALIFICATIONS:

- (1) High School Diploma or equivalent **is preferred.**
- (2) Two (2) years experience in carpentry above apprentice-level.
- (3) Commercial Driver's License ~~preferred~~ **is a plus.**

KNOWLEDGE, SKILLS AND ABILITIES:

Skill to build structures from blueprints and schematics. Knowledge of state statutes, Department of Education regulations and local codes. Ability to work as a team member. Knowledge of and skill to use all tools of the trade.

REPORTS TO:

Director of Facilities

JOB GOAL To maintain the physical facilities of the District in good condition and to provide safe, healthy and attractive facilities for employees and students.

SUPERVISES:

N/A

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

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.

Job Description Supplement No. 01

CARPENTER (Continued)

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- * (1) Install and repair floors, walls, doors, windows, locks, and wooden fixtures.
- * (2) Install, repair or replace chalkboards, bulletin boards and partitions.
- * (3) Construct and install shelving.
- * (4) Maintain records and make reports as required.
- * (5) Maintain inventory of supplies and equipment.
- * (6) Purchase or bid needed materials and supplies.
- * (7) Assist other tradesmen as required.

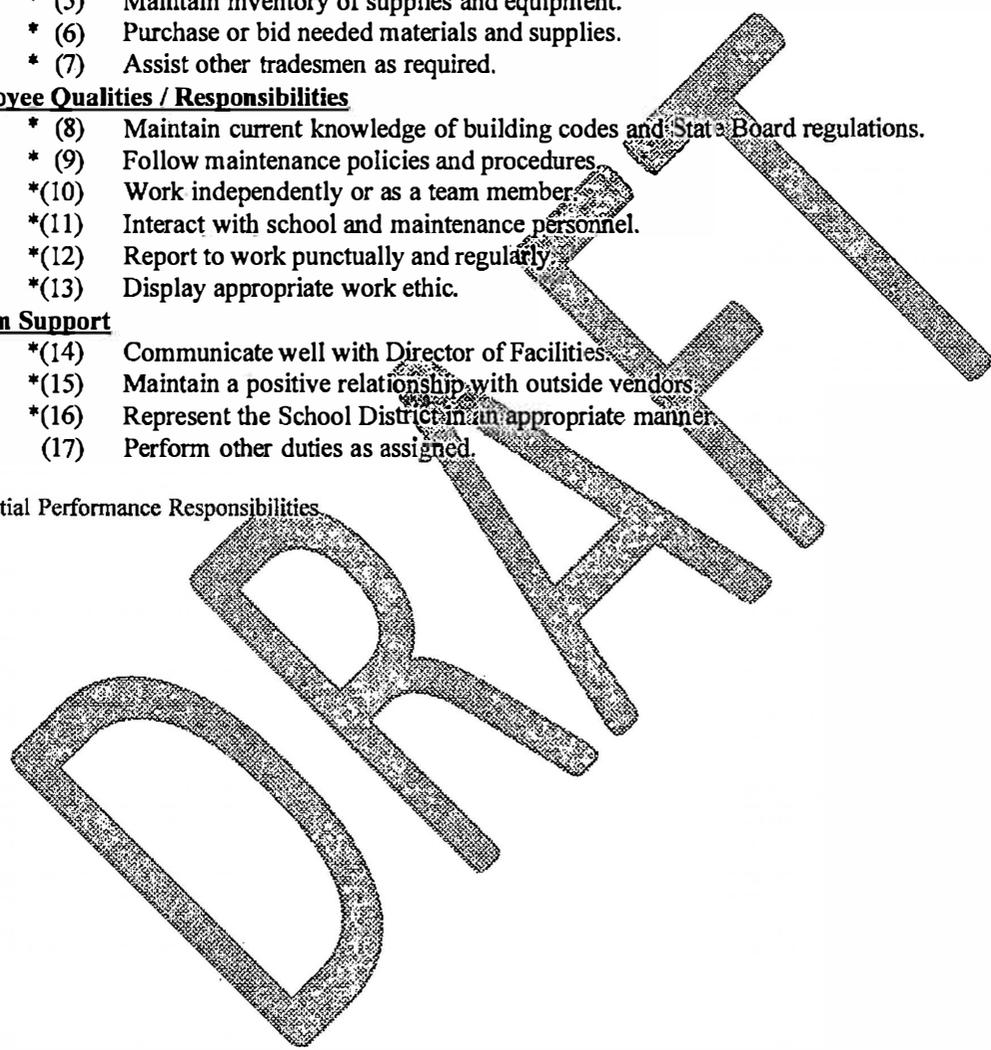
Employee Qualities / Responsibilities

- * (8) Maintain current knowledge of building codes and State Board regulations.
- * (9) Follow maintenance policies and procedures.
- * (10) Work independently or as a team member.
- * (11) Interact with school and maintenance personnel.
- * (12) Report to work punctually and regularly.
- * (13) Display appropriate work ethic.

System Support

- * (14) Communicate well with Director of Facilities.
- * (15) Maintain a positive relationship with outside vendors.
- * (16) Represent the School District in an appropriate manner.
- (17) Perform other duties as assigned.

*Essential Performance Responsibilities



SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

MAINTENANCE WORKER - GENERAL

QUALIFICATIONS:

- (1) High School Diploma or equivalent **is preferred.**
- (2) One (1) year experience in one trade area.
- (3) Commercial Driver's License **preferred is a plus.**

KNOWLEDGE, SKILLS AND ABILITIES:

Basic skills in construction trades. Working knowledge of and use of tools **essential** to the construction trade. Ability to read and follow instructions. Ability to work in a team situation.

REPORTS TO:

Director of Facilities

JOB GOAL To assist in maintaining schools and other facilities to the extent that students and employees can work in a healthy and safe environment.
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SUPERVISES:

N/A

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

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.

Job Description Supplement No. 01

MAINTENANCE WORKER - GENERAL (Continued)

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- * (1) Assist tradesmen in various tasks.
- * (2) Perform general repairs in carpentry, painting, electrical, plumbing, welding, kitchen equipment, boilers, grounds work or other low technical tasks.
- * (3) Help transport equipment and materials to job site.

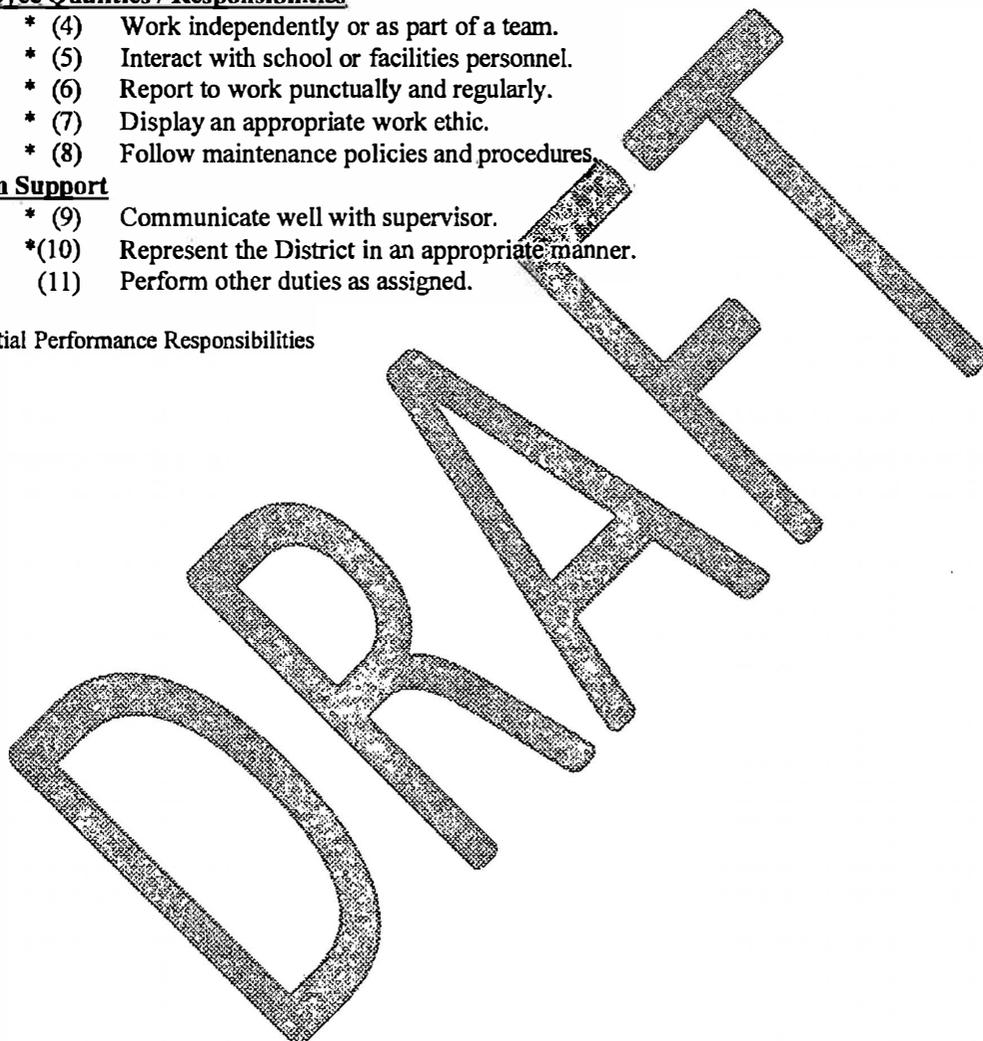
Employee Qualities / Responsibilities

- * (4) Work independently or as part of a team.
- * (5) Interact with school or facilities personnel.
- * (6) Report to work punctually and regularly.
- * (7) Display an appropriate work ethic.
- * (8) Follow maintenance policies and procedures.

System Support

- * (9) Communicate well with supervisor.
- * (10) Represent the District in an appropriate manner.
- (11) Perform other duties as assigned.

*Essential Performance Responsibilities



SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

MAINTENANCE ASSISTANT

QUALIFICATIONS:

- (1) High School Diploma or equivalent **is preferred.**
- (2) Three (3) years experience in assigned trade.
- (3) Commercial Driver's License ~~preferred~~ **is a plus.**

KNOWLEDGE, SKILLS AND ABILITIES:

Skill in the assigned trade area. Ability to read and follow blueprints. Knowledge of local codes and health / safety issues. Ability to work as a team member. Ability to do cross-over work in any of the following areas: plumbing, electrical, HVAC, and ~~refrigeration~~.

REPORTS TO:

Director of Facilities

JOB GOAL To assist in maintaining the physical facility in the District in a safe and healthy manner.

SUPERVISES:

N/A

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

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.

Job Description Supplement No. 01

MAINTENANCE ASSISTANT (Continued)**PERFORMANCE RESPONSIBILITIES:**

NOTE: Maintenance Assistants will be assigned functions specific to the trade to which they are assigned. Specific duties will vary according to assignment.

Service Delivery

- * (1) Assist in maintaining and installing the District's electrical systems; to include, plumbing, HVAC, and refrigeration.
- * (2) Assist in maintaining a tools, materials, and parts inventory.
- * (3) Assist in meeting all requirements of building codes.
- * (4) Assist in developing and maintaining a preventive maintenance program.
- * (5) Assist in maintaining alarm systems.
- * (6) Assist in maintaining intercom systems.
- * (7) Assist in ordering and bidding parts and materials.

Employee Qualities / Responsibilities

- * (8) Work independently and as a team member.
- * (9) Interact effectively with school personnel and maintenance workers.
- * (10) Report to work punctually and regularly.
- * (11) Display an appropriate work ethic.
- * (12) Follow maintenance policies and procedures.

System Support

- * (13) Communicate well with Director of Facilities.
- * (14) Maintain a positive relationship with outside vendors.
- * (15) Represent the School Board in an appropriate manner.
- (16) Perform other duties as assigned.

*Essential Performance Responsibilities