AGENDA

REGULAR SCHOOL BOARD MEETING

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

April 23, 2013

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. March 26, 2013, 3:00 p.m. Student Hearing
 - b. March 26, 2013, 4:30 p.m. School Board Workshop
 - c. March 26, 2013, 6:00 p.m. Regular School Board Meeting
 - d. April 2, 2013, 3:00 p.m. Student Hearing
 - e. April 9, 2013, 4:00 p.m. School Board Workshop
 - f. April 17, 2013, 1:00 p.m. School Board Workshop
 - g. April 18, 2013, 10:00 a.m. School Board Workshop
 ACTION REQUESTED: The Superintendent recommends approval.
- 6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions) **SEE PAGE #5**
 - a. Personnel 2012 2013

b. Staffing Plan for 2013 – 2014 - **SEE PAGE #7**

Fund Source: N/A Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

c. 2013 – 2014 Calendars – **SEE PAGE #11**

Fund Source: N/A Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

7. BUDGET AND FINANCIAL TRANSACTIONS

a. Budget Amendment Number Eighteen – **SEE PAGE #15**

Fund Source: 110 (General) Funds

Amount: \$-94,880.00

ACTION REQUESTED: The Superintendent recommends approval.

b. Budget Amendment Number Nineteen - SEE PAGE #27

Fund Source: 420 Federal Funds

Amount: \$98,905.00

ACTION REQUESTED: The Superintendent recommends approval.

8. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

a. Purchase Order Honeywell Contract - **SEE PAGE #35**

Fund Source: Capital Improvements Fund

Amount: \$34,540.82

ACTION REQUESTED: The Superintendent recommends approval.

b. Purchase Order for Race To The Top Fund- **SEE PAGE #37**

Fund Source: Race To The Top Fund

Amount: \$35,260.32

ACTION REQUESTED: The Superintendent recommends approval.

c. Purchase Orders for Federal Programs – **SEE PAGE #39**

Fund Source: Title I Part A, Title I School Improvement, and ARRA Title I

School Improvement

Amount: \$35,258.65

d. Purchase Order for School Web Hosting – **SEE PAGE #43**

Fund Source: General Fund Amount: \$25,872.00

ACTION REQUESTED: The Superintendent recommends approval.

e. Professional and Technical Services – **SEE PAGE #46**

Fund Source: Federal Programs Amount: \$131,897.33

ACTION REQUESTED: The Superintendent recommends approval.

f. Letter of Agreement with Gollahon Financial Services, Inc. – **SEE PAGE #61**

Fund Source: Capital Projects Fund

Amount: Base Fee \$18,000; Variable Fee per \$1,000 borrowed over \$4

million \$1.00; and separate fee for proposed \$1.1 million bus

loan \$8,500

ACTION REQUESTED: The Superintendent recommends approval.

g. Insurance – Property for 2012 – 2013 – **SEE PAGE #70**

Fund Source: Capital Improvements Fund

Amount: Net Change for this Fiscal Year \$2,667.00

ACTION REQUESTED: The Superintendent recommends approval.

9. STUDENT MATTERS – **SEE ATTACHMENT**

a. Student Expulsion – See back-up material

Case #57-1213-0071

ACTION REQUESTED: The Superintendent recommends approval.

b. Student Expulsion – See back-up material

Case #58-1213-0071

ACTION REQUESTED: The Superintendent recommends approval.

c. Student Expulsion – See back-up material

Case #67-1213-0071

ACTION REQUESTED: The Superintendent recommends approval.

d. Student Expulsion – See back-up material

Case #69-1213-0231

10. SCHOOL FACILITY/PROPERTY

a. Transportation Department Roofing Project - **SEE PAGE #77**

Fund Source: Capital Outlay Amount: \$36,423.00

ACTION REQUESTED: The Superintendent recommends approval.

b. Installation of Sonitrol at George Munroe Elementary - SEE PAGE #80

Fund Source: 379

Amount: \$9,004.00

ACTION REQUESTED: The Superintendent recommends approval.

c. Spot Survey for Havana Elementary School/Havana Middle School Merger – **SEE PAGE #84**

Fund Source: 379

Amount: \$14,950.00

ACTION REQUESTED: The Superintendent recommends approval.

11. EDUCATIONAL ISSUES

a. Pre-K – 12 Adopted Courses – **SEE PAGE #87**

Fund Source: N/A Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

- 12. CONSIDERATION, PROPOSAL, AND/OR ADOPTION OF ADMINISTRATIVE RULES AND RELATED MATTERS
 - a. Approval of School Board Policy 8.40 **SEE PAGE #159**

Fund Source: N/A Amount: N/A

- 13. EDUCATIONAL ITEMS BY THE SUPERINTENDENT
 - a. ETO Service Summaries **SEE PAGE #164**
 - b. MGT of America **SEE PAGE #183**
- 14. SCHOOL BOARD REQUESTS AND CONCERNS
- 15. ADJOURNMENT

The School Board of Gadsden County



"Building A Brighter Future"

Reginald C. James SUPERINTENDENT OF SCHOOLS

35 MARTIN LUTHER KING, JR. BLVD. QUINCY, FLORIDA 32351 TEL: (850) 627-9651 FAX: (850) 627-2760 www.gcps.k12.fl.us

April 23, 2013

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 2012/2013

The following reflects the total number of full-time employees in this school district for the 2012/2013 school term, as of April 23, 2013.

	DOE	#Employees
Description Per DOE Classification	Object#	April 2013
Classroom Teachers and Other Certified	120 & 130	485.65
Administrators	110	50.75
Non-Instructional	150, 160, & 170	416.00
		952.40

Sincerely

eintendent of Schools

Eric F. Hinson DISTRICT NO. 1 HAVANA, FL 32333 MIDWAY, FL 32343 Judge B. Helms, Jr. DISTRICT NO. 2 QUINCY, FL 32351 HAVANA, FL 32333

Isaac Simmons, Jr. DISTRICT NO. 3 CHATTAHOOCHEE, FL 32324 GREENSBORO, FL 32330 Charlie D. Frost DISTRICT NO. 4 GRETNA, FL 32332 QUINCY, FL 32352

Roger P. Milton DISTRICT NO. 5 **QUINCY, FL 32351**

AGENDA ITEM 6B, INSTRUCTIONAL AND NON INSTRUCTIONAL PERSONNEL 2012/2013

INSTRUCTIONAL

Name Location Provided Touristine Davis, Christine WGHS

Position Teacher Effective Date 04/03/2013

$\frac{\text{REQUESTS FOR LEAVE, RESIGNATION, TRANSFERS, RETIREMENTS, TERMINATIONS OF EMPLOYMENT:}{\text{LEAVE OF ABSENCE}}$

RESIGNATIONS

Name Location Position **Effective Date** Aggelis, Steven **JASMS** Teacher 03/22/ 2013 Cobbs, Michael WGHS Ed Paraprofessional 03/25/2013 Fuller, Corey **EGHS** Behavior Spec/Head Football Coach 05/01/2013

RETIREMENTS

NameLocationPositionEffective DateHobbs, AntonioGBESTeacher06/30/2013Preston, JohnnyGWMGuidance Counselor04/30/2013

LEAVE

Name
Woods, TerrellLocation/Position
GWM/Custodial Asst.Beginning Date
03/08/2013Ending
06/30/2013

Substitutes Teacher

Fagg, De'Cody

Suspensions

^{*}Employee #9106-01 is suspended with pay beginning April 24-June 30, 2013.

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA
AGENDA ITEM NO
DATE OF SCHOOL BOARD MEETING: April 23, 2013
TITLE OF AGENDA ITEMS: Staffing Plan for 2013-2014
DIVISION: Personnel and Finance Departments

PURPOSE AND SUMMARY OF ITEMS:

Board Policy #6.101 refers to the staffing formula to be used in the allocation of positions to the various worksites. The attached formula is based on SACS standards and compliance with class size requirements of the State of Florida.

Board approval is requested for this staff plan.

PREPARED BY: Dr. Pink Hightower and Bonnie Wood

POSITION: Director of Personnel and Staff Development and

Assistant Superintendent for Business Services

SCHOOL BOARD OF GADSDEN COUNTY INSTRUCTIONAL ALLOCATIONS

Utilizing the General Fund, positions will be allocated to the schools to ensure that District level student/teacher ratio averages shall not exceed the following for core curricula courses:

Basic

PreK-3, Basic	18
4-8, Basic	22
9-12, Basic	25

Additional instructional service units are added at all grade levels based on the following:

- Schools with 1-149 students earn 2 additional instructional units.
- Schools with 150-449 students earn 3 additional instructional units.
- Schools with 450-599 students earn 4 additional instructional units.
- Schools with 600-749 students earn 5 additional instructional units.
- Schools with 750+ students earn 6 additional instructional units.

Other Allocations:

The Director of Exceptional Student Education and the Deputy Superintendent and the Director of Personnel shall:

- 1. Assign appropriate therapists' services.
- 2. Allocate ESE paraprofessional positions.

Adult

The Director of Vocational Education, the Deputy Superintendent and the Director of Personnel shall recommend to the Superintendent teaching and paraprofessional positions for the Adult Education Program.

The School Board of Gadsden County



REGINALD C. JAMES

SUPERINTENDENT OF SCHOOLS

> 35 MARTIN LUTHER KING, JR. BLVD. QUINCY, FLORIDA 32351 TEL: (850) 627-9651 FAX: (850) 627-2760

STAFF ALLOCATION PLAN FOR 2013-2014 PROCEDURES

Staff allocations for personnel will be based on unweighted full-time-equivalent students. Necessary adjustments will be made as needed by the Superintendent to sufficiently comply with Article IX of the Florida Constitution and Section 1003.03 Florida Statutes (maximum class size). Recommendations of the Southern Association of Colleges and Schools (SACS) will be used as guidelines in these allocations.

The staffing formula for custodial and maintenance personnel is based on student population and the total square footage of the respective facility. Any change in individual school staff allocations (i.e., teacher for paraprofessional) must have prior approval of the Deputy Superintendent. Approval from the Superintendent is needed before a school may exceed its staff allocation.

Principals are allowed to use administrative, instructional and/or non-teaching instructional personnel under their authority in any capacity to maximize teaching and learning within the classroom; however, SACS and Class Size Reduction requirements must be met.

Principals are to staff exceptional, vocational, at-risk, and other special school needs, such as dual enrollment, within their staff allocations.

Every effort should be made to comply with this plan. Transfers of appropriate personnel will be made when a school is out of compliance due to enrollment fluctuations. In accordance with the Collective Bargaining agreements, personnel are employed to work in the District, and individual assignments are the right and responsibility of the Board.

AUDREY D. LEWIS DISTRICT NO. 1 HAVANA, FL 32333 MIDWAY, FL 32343 JUDGE B. HELMS, JR. DISTRICT NO. 2 QUINCY, FL 32351 ISAAC SIMMONS, JR. DISTRICT NO. 3 GREENSBORO, FL 32330 CHATTAHOOCHEE, FL 32324 CHARLIE D. FROST DISTRICT NO. 4 GRETNA, FL 32332 QUINCY, FL 32351 ROGER P. MILTON DISTRICT NO. 5 QUINCY, FL 32351

			Gadsden Co						
				g Allocatio	ns				
			for	2013-2014					
School:									
	2/28/2013		Actual		Estimated				
	2/20/2013		October	Forecast	February	UFTE			
CEED No.	Description		1000 AD 474 1-04 POLICE	CONTRACTOR OF STREET		14.000.000.000.000.000		Detie	Units
FEFP No.	Description		Survey 2	Factor	Survey 3	Total		Ratio	
101	Basic K-3							18.00	-
102	Basic 4-8							22.00	
103	Basic 9-12							25.00	-
111	Basic K-3 w/ESE							15.00	-
112	Basic 4-8 w/ESE							16.00	-
113	Basic 9-12 w/ESE							17.00	2
130	ESOL							14.00	
254	Support Level 4							9.00	-
255	Support Level 5							9.00	-
	Vocational 9-12								
300	vocational 9-12							30.00	-
			-		-	-			
	Supplemental		1-149	150-449	450-599	600-749	750+		Units
	Instructional Service Units	(1)	2.00	3.00	4.00	5.00	6.00		
	High:General Fund		1-599	600-899	900+				
	Driver's Education	9-12	0.50	1.00	1.50				
		9-12	0.50	1.00	1.50				2
	Foreign Language	9-12	0.50	1.00	1.50				
	Tatal Instructional						-		
	Total Instructional								-
				-1					
			1 - 599	Elementar 600 - 799					Units
									Offics
	Principal		1.00	1.00	1.00				
	Assistant Principal		0.50	1.00	1.00				
	Guidance		1.00	1.50	2.00				
	Library Media		1.00	1.00	1.00				
					110000000				
	Support Staff		2.00	2.00	3.00				
	Total		5.50	6.50	8.00				-
	Total		0.00	0.00	0.00				_
			Mid	dle, High,	Unit				
			1 - 599	600 - 799					Units
	Bringing		1.00	1.00	1.00				Office
	Principal								
	Assistant Principal		1.00	1.50	2.00				
	Guidance		1.50	2.00	3.00				
				U ₂	7,000				
	Library Media		1.00	1.00	1.00				
	Office Support Staff		3.00	3.00	4.00				
			7.50	8.50	11.00				
	Total								
	Total								
		Included A	Above)	F0F D		- visa d			

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA AGENDA ITEM NO. 6c Rusmiter DATE OF SCHOOL BOARD MEETING: ____ April 23, 2013 TITLE OF AGENDA ITEM: 2013-2014 Calendars **DIVISION:** Administration This is a CONTINUATION of a current project, grant, etc. PURPOSE AND SUMMARY OF ITEM: Approval is being requested for the proposed 2013-2014 Student, Teacher, and 12-Month Employee Calendars. FUND SOURCE: N/A AMOUNT: N/A Rosalyn W. Smith PREPARED BY: POSITION: Deputy Superintendent 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:

Calendar reflects the following:

- Opening of school pursuant to F.S. 1001.42(4)(f) "Opening and closing of schools; fixing uniform date.—Adopt policies for the opening and closing of schools and fix uniform dates; however, beginning with the 2007-2008 school year, the opening date for schools in the district may not be earlier than 14 days before Labor Day each year."
- · Federal holidays observed
- Statewide testing
- 180 days of attendance

GADSDEN COUNTY SCHOOLS -2013-2014 STUDENT CALENDAR (180 Days) - DRAFT

2013			
August	19	Students Report	10 days
September	2	Labor Day Holiday - Student Holiday	20 days
October		FCAT Retakes	22 days
	17	End of First Nine Weeks (43 day nine weeks)	
	18	Student Holiday	
November	11	Veterans Day Holiday – Student Holiday	17 days
	27-29	Thanksgiving Holiday - Students Holidays	
December	18-20	Middle and High School Exam Days/Elementary, Middle and High Early Release	
Determoti	20	End of Second Nine Weeks (41 day nine weeks/84 day first semester)	
	23-31	Winter Holidays – Students Holidays	15 days
12-21 21			
2014	19211271		
January	1-3	Winter Holidays – Student Holidays	18 days
	6	Student Holiday	
	7 20	Students Return	
	20	Martin Luther King Holiday – Student Holiday	
February	25-26	FCAT 2.0 Writing (Grades 4, 8 and 10)	20 days
March	14	End of Third Nine Weeks (48 day nine weeks) 15 days	
	17-21	Spring Break (Students & Teachers Out)	
	24	Teacher Planning/Inservice Day (Students Out)	
April	7-11	Retakes FCAT 2.0 Reading (Grades 11, 12, 13, Retained 10, and Adult)	22 days
A	22-25	FCAT 2.0 Mathematics (Grades 3, 4, 7, and 8)	22 days
		FCAT 2.0 Reading (Grades 3, 4, and 5)	
		FCAT 2.0 Science (Grades 5, 8)	
	22-May 1	FCAT 2.0 Mathematics (Grade 6)	
		FCAT 2.0 Reading (Grade 7 and 10	
	28-May 7	FCAT 2.0 Mathematics (Grade 5)	
		FCAT 2.0 Reading (Grade 6, 8, and 9)	
		A	21 days
May	26	Memorial Day Holiday – Student Holiday	
	28-30	Middle and High School Exams Days/Elementary, Middle and High Early Release	
	30	End of Fourth Nine Weeks (48 day nine weeks/96 day semester) Last Day of School	
	30	Last Day of School	

9/2/13 11/27/13 1/1/14 1/2/14 1/3/14 5/26/14	Iolidays	GADSDEN COUNTY SCHOOLS -2013-2014 TEACHER CALENDAR (196 Days) - DRAFT	Calendar reflects the following: Opening of school pursuant to F.S. 1001.42(4)(f) "Opening and closing of schools; fixing uniform date.— Adopt policies for the opening and closing of schools and fix uniform dates; however, beginning with the
2013			2007-2008 school year, the opening date for schools in the district may
August	12	Teachers Report	not be earlier than 14 days before
	12-16 19	Teacher Planning/Inservice Days Students Report	Labor Day each year."
	19	Students Report	District inservice days as in past practice
September	2	Labor Day Holiday (Districtwide) - Teacher Paid Holiday	Federal holidays observed
October		FCAT Retakes	 Statewide testing 180 days of attendance for students
October	17	End of First Nine Weeks (43 day nine weeks)	196 working days for teachers with
	18	Teacher Planning/Inservice Day (Students Out)	6 paid holidays as required in
	10	reaction realiting inscrived Day (Students Out)	collective bargaining.
November	11	Veterans Day Holiday (Districtwide)	
	27	Thanksgiving Holiday (Students & Teachers Out) Teacher Paid Holiday	,
	28-29	Thanksgiving Holidays (Districtwide)	
December	18-20	Middle and High School Exam Days/Elementary, Middle and High Earl	v Release
	20	End of Second Nine Weeks (41 day nine weeks/84 day first semester)	
	23-31	Winter Holidays (Districtwide)	
2014			
January	1-3	Winter Holidays (Districtwide) - Teacher Paid Holidays	
	6	Teacher Planning/Inservice Days (Students Out)	
	6	District Staff and Teachers Return	
	7	Students Return	
	20	Martin Luther King Holiday (Districtwide)	
February	25-26	FCAT 2.0 Writing (Grades 4, 8 and 10)	
March	14	End of Third Nine Weeks (48 day nine weeks)	
	17-21	Carrier Burgels (Charleste & Torologo Out)	
		Spring Break (Students & Teachers Out)	
	24	Teacher Planning/Inservice Day (Students Out)	
April		Teacher Planning/Inservice Day (Students Out)	
April	24		
April	24 7-11	Teacher Planning/Inservice Day (Students Out) Retakes FCAT 2.0 Reading (Grades 11, 12, 13, Retained 10, and Adult) FCAT 2.0 Mathematics (Grades 3, 4, 7, and 8) FCAT 2.0 Reading (Grades 3, 4, and 5)	
April	7-11 22-25	Teacher Planning/Inservice Day (Students Out) Retakes FCAT 2.0 Reading (Grades 11, 12, 13, Retained 10, and Adult) FCAT 2.0 Mathematics (Grades 3, 4, 7, and 8) FCAT 2.0 Reading (Grades 3, 4, and 5) FCAT 2.0 Science (Grades 5, 8)	
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April	7-11 22-25 22-May 1	Teacher Planning/Inservice Day (Students Out) Retakes FCAT 2.0 Reading (Grades 11, 12, 13, Retained 10, and Adult) FCAT 2.0 Mathematics (Grades 3, 4, 7, and 8) FCAT 2.0 Reading (Grades 3, 4, and 5) FCAT 2.0 Science (Grades 5, 8) FCAT 2.0 Mathematics (Grade 6) FCAT 2.0 Reading (Grade 7 and 10	
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April May	24 7-11 22-25 22-May 1 28-May 7	Teacher Planning/Inservice Day (Students Out) Retakes FCAT 2.0 Reading (Grades 11, 12, 13, Retained 10, and Adult) FCAT 2.0 Mathematics (Grades 3, 4, 7, and 8) FCAT 2.0 Reading (Grades 3, 4, and 5) FCAT 2.0 Science (Grades 5, 8) FCAT 2.0 Mathematics (Grade 6) FCAT 2.0 Reading (Grade 7 and 10 FCAT 2.0 Mathematics (Grade 5) FCAT 2.0 Reading (Grade 6, 8, and 9) Memorial Day Holiday (Districtwide) – Teacher Paid Holiday	
	24 7-11 22-25 22-May 1 28-May 7	Teacher Planning/Inservice Day (Students Out) Retakes FCAT 2.0 Reading (Grades 11, 12, 13, Retained 10, and Adult) FCAT 2.0 Mathematics (Grades 3, 4, 7, and 8) FCAT 2.0 Reading (Grades 3, 4, and 5) FCAT 2.0 Science (Grades 5, 8) FCAT 2.0 Mathematics (Grade 6) FCAT 2.0 Reading (Grade 7 and 10 FCAT 2.0 Mathematics (Grade 5) FCAT 2.0 Reading (Grade 6, 8, and 9)	

Teacher Planning/Inservice Days/End of Regular Term

2-3

June

GADSDEN COUNTY PUBLIC SCHOOLS

2013-2014 TWELVE MONTH EMPLOYEES (240 Days)

2013

July	4	Independence Day Observed
September	2	Labor Day Holiday
November	11 27-29	Veterans Day Observed Thanksgiving Observed
December	23-31	Christmas Holidays Observed
2014		
January	1 20	New Year's Day Observed Martin L. King Jr. Day Observed
March	17-21	Spring Break
May	26	Memorial Day Observed
June	9	Four Day Work Begins
August	11	Five Day Week Resumes

SUMMARY SHEET

RECOMMENDATION	I TO	SUPERINTENDENT I	FOR	SCHOOL	BOARD	AGENDA
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AGENDA ITEM NO. _____ 7a

DATE OF SCHOOL BOARD MEETING:

April 23, 2013

TITLE OF AGENDA ITEMS: Budget Amendment Number Eighteen

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

This budget amendment establishes budget for the following projects:

Patricia Boyd McLain 12-13 \$ 10,000.00 Project Ten 12-13 1,500.00 Sednet Mini Grant 12-13 1,500.00 and decreases school recognition estimate to actual \$-107,880.00

FUND SOURCE: 110 (General) Funds

AMOUNT:

\$ -94,880.00

PREPARED BY:

Bonnie Wood

POSITION:

Assistant Superintendent for Business Services

	11	10)
F	U	N	D

FUND							
			BEGINNING	BUDG	SET AMENDMENT		
FUNCTION/		BUDGET			NUMBER	BU	DGET BALANCE
OBJECT		4/15/2013			EIGHTEEN		4/15/2013
5100	100	\$	11,173,749.25	¢	86,988.45	•	11 260 727 70
K-12 Instructional	200	\$	2,471,055.45	* * * * * * *	6,654.60	***	11,260,737.70 2,477,710.05
it iz mondonan	300	\$	2,498,915.53	φ		Φ	
	400		2,490,913.33	Φ	27,972.86	9	2,526,888.39
	500	\$	004 000 04	Þ	45.000.07	\$	040.540.40
		9	924,892.81	Ф	15,626.67	\$	940,519.48
	600	\$	20,193.79	\$	2,500.00	\$	22,693.79
	700	\$	12,281.85	\$	-	\$	12,281.85
FUNCTOTAL		\$	17,101,088.68	\$	139,742.58	\$	17,240,831.26
5200	100	\$	2,450,991.29	\$	17,021.10	\$	2,468,012.39
Exceptional	200	\$	526,192.31	\$	1,302.10	\$	527,494.41
Instruction	300	\$	491,741.63	\$	1,002.10	s	491,741.63
	500	\$	-	\$ \$ \$	275.44	\$ \$ \$ \$	275.44
	000	•		Ψ	210.44	Ψ	213.44
FUNCTOTAL		\$	3,468,925.23	\$	18,598.64	\$	3,487,523.87
5300	100	\$	155,798.45	\$	1,749.80	\$	157,548.25
Vocational	200		36,404.70	\$	133.86	\$	36,538.56
Technical	300	\$	-	\$	-	\$	-
	500	\$ \$ \$	w:	\$ \$ \$ \$		\$ \$ \$	78
FUNCTOTAL		\$	192,203.15	\$	1,883.66	¢	104 006 04
TONOTOTAL		Ψ	192,203.13	Φ	1,003.00	\$	194,086.81
5400	100	\$	702,796.00	\$	636.00	\$	703,432.00
	200	\$	117,300.87	\$	48.65	\$	117,349.52
5400	300	\$	397.01	\$	-	\$ \$ \$ \$ \$ \$	397.01
Adult	400	\$	-	\$	-	\$	
	500	\$ \$	30,837.49	\$	_	\$	30,837.49
	600	\$	40,529.35	\$	-	\$	40,529.35
	700	\$	1,777.00	\$ \$ \$ \$ \$ \$ \$ \$	-	\$	1,777.00
FUNCTOTAL		\$	893,637.72	\$	684.65	\$	894,322.37
5500	100	\$	422,072.42	\$	7,323.00	· ·	429,395.42
Pre-Kindergarten	200	\$	113,776.69		560.23	\$	114,336.92
o randorguitori	300	\$	110,770.03	\$	300.23	4	114,000.02
	500	\$	30,682.65	4	-	Φ.	30 602 65
	600	\$	40.95	\$ \$ \$	-	\$ \$ \$ \$	30,682.65
	700		40.95	•		Φ.	40.95
	700	\$	-	\$) =	\$	-
FUNCTOTAL		\$	566,572.71	\$	7,883.23	\$	574,455.94

5900	100	S	2,489.75	s		\$	2,489.75
Other	200	\$ \$	333.68	\$ \$ \$	_	\$ \$ \$ \$	333.68
Instruction	300	\$	46,000.00	\$		\$	46,000.00
	500	\$	4,923.30	\$	_	\$	4,923.30
	•••	•	1,020.00	Ψ.		Ψ	4,323.30
FUNCTOTAL		\$	53,746.73	\$	-	\$	53,746.73
6100	100	\$	1,155,166.17	\$	5,753.52	\$	1,160,919.69
Pupil	200	\$	255,529.67		440.14	\$	255,969.81
Personnel	300	\$	203,252.52	\$	1,399.56	\$	204,652.08
Services	400	\$ \$ \$ \$ \$	-	\$ \$ \$ \$ \$ \$	-	\$	-
	500		33,878.49	\$	-	\$	33,878.49
	600	\$	401.25	\$	-	\$	401.25
	700	\$	7,316.00	\$	-	\$ \$ \$ \$ \$ \$ \$ \$	7,316.00
FUNCTOTAL		\$	1,655,544.10	\$	7,593.22	\$	1,663,137.32
6200	100	\$	444,967.50	\$	2,488.85	2	447,456.35
Instructional	200	\$	106,766.02		190.39	¢.	106,956.41
Media	300	\$	90,443.26	\$	130.33	Φ	90,443.26
Service	500	\$	6,283.63	φ		Φ	6,283.63
COLVIOO	600	\$	12,296.88	\$	-	6	12,296.88
	700	\$	12,230.00	\$ \$ \$ \$ \$ \$	-	\$ \$ \$ \$ \$ \$	12,290.00
	100	•	- ATX	Ψ	-	Ψ	-
6200 FUNCTOTAL		\$	660,757.29	\$	2,679.24	\$	663,436.53
6300	100	\$	845,119.57	\$	1,572.60	\$	846,692.17
Instructioanl	200	\$	171,721.22	s	120.31	\$	171,841.53
Curriculum Dev.	300	\$	11,044.06	\$ \$ \$ \$ \$	120.01	\$	11,044.06
- milioanam 2011	400	\$	- 11,044.00	\$	N2	\$	11,044.00
	500	\$ \$	2,707.12	\$	16.00	\$	2,723.12
	600	\$	4,014.64	\$	10.00	\$	4,014.64
	700	\$	690.33	\$		6666666	690.33
				1370		1755	
FUNCTOTAL		\$	1,035,296.94	\$	1,708.91	\$	1,037,005.85
6400	100	\$	25,894.15	\$	10,396.50	\$	36,290.65
Instructional	200	\$	14,448.48	\$	795.33	\$	15,243.81
Staff Training	300	\$	54,844.62	\$	859.00	\$	55,703.62
-	400	\$	-	* * * * * * * *		555555	-
	500	\$	17,939.93	\$	450.00	\$	18,389.93
	600	\$	-	\$	100 CANDELS	\$	
	700	\$	6,666.64	\$	-	\$	6,666.64
FUNCTOTAL		\$	119,793.82	\$	12,500.83	\$	132,294.65

6500	100	\$	35,244.12	\$ \$ \$	-	\$	35,244.12
Instruction	200	\$	9,146.37	\$	-	\$	9,146.37
Related Tech	300	\$	777.82	\$	-	\$	777.82
Instruction	500	\$	±.	\$	-	\$	-
FUNCTOTAL		\$	45,168.31	\$	-	\$	45,168.31
7100	100	\$	141,721.74	\$		\$	141,721.74
Board of	200	\$	199,666.09		-	\$	199,666.09
Education	300	\$	135,738.15	\$	2	\$	135,738.15
	500	\$ \$ \$ \$	3,712.96	\$ \$ \$		\$	3,712.96
	600	\$	4,209.32	\$	-	\$	4,209.32
	700	\$	95,254.72	\$	-	\$ \$ \$ \$ \$ \$	95,254.72
FUNCTOTAL		\$	580,302.98	\$		\$	580,302.98
7200	100	\$	247,768.21	\$		\$	247,768.21
Superintendent &	200		121,716.04	\$	2	\$	121,716.04
Deputy Supt.	300	\$	64,299.20	\$	_	\$	64,299.20
	500	\$	13,979.03	\$	_	\$	13,979.03
	600	\$	3,706.09	s	_	\$	3,706.09
	700	\$ \$ \$ \$ \$	15,943.98	\$ \$ \$ \$ \$ \$	-	\$ \$ \$ \$ \$ \$	15,943.98
FUNCTOTAL		\$	467,412.55	\$	-	\$	467,412.55
7300	100	\$	2,642,842.83	\$	10,675.16	\$	2,653,517.99
School	200	\$	573,576.99	\$	816.66	\$	574,393.65
Administration	300	\$	8,515.82	S	-	\$	8,515.82
Principals	500	\$	17,797.78	S	5,000.00	\$	22,797.78
	600		1,150.00	\$	-	\$	1,150.00
	700	\$	249.00	\$ \$ \$ \$ \$ \$	-	\$ \$ \$	249.00
FUNCTOTAL		\$	3,244,132.42	\$	16,491.82	\$	3,260,624.24
7400	100	\$	66,189.88	\$	-	\$	66,189.88
Facilities Acq	200	\$	15,730.36	\$	-	\$	15,730.36
& Construction	300	\$	53,969.89	\$	-	\$	53,969.89
FUNCTOTAL		\$	135,890.13	\$	-	\$	135,890.13
7500	100	\$	313,895.42	\$	_	\$	313,895.42
Fiscal	200	\$	66,316.69	\$	2	\$	66,316.69
Services	300	\$	62,742.18	\$	-	\$	62,742.18
	500	\$ \$ \$ \$ \$ \$	9,386.64	\$ \$ \$ \$ \$ \$	-	\$ \$ \$ \$ \$ \$ \$	9,386.64
	600	\$	-	\$	~	\$	-
	700	\$	1,484.00	\$	Ne:	\$	1,484.00
FUNCTOTAL		\$	453,824.93	\$	-	\$	453,824.93

7600	100	\$		\$	7,347.95	\$ \$ \$	7,347.95
Food Service	200	\$	-	\$	562.13	\$	562.13
	500	\$	-	\$	-	\$	-
FUNCTOTAL		\$	-	\$	7,910.08	\$	7,910.08
7700	100	\$ \$ \$ \$	202,604.81	\$ \$ \$ \$	-	\$	202,604.81
Central	200	\$	42,679.67	\$	-	\$	42,679.67
Services	300	\$	76,289.07	\$	-	\$	76,289.07
	500	\$	13,211.36	\$	-	\$ \$ \$ \$	13,211.36
	600	\$	898.00	\$	-	\$	898.00
	700	\$	4,976.05	\$	Ψ.	\$	4,976.05
FUNCTOTAL		\$	340,658.96	\$	-	\$	340,658.96
7800	100	\$	2,037,880.04	\$	(320,074.58)	\$	1,717,805.46
Transportation	200	\$	583,025.61	\$	204.34	\$ \$ \$ \$ \$ \$ \$	583,229.95
	300	\$ \$ \$ \$	177,706.43	\$ \$ \$ \$ \$ \$	-	\$	177,706.43
	400	\$	579,867.83	\$		\$	579,867.83
	500	\$	234,192.61	\$		\$	234,192.61
	600	\$	-	\$	-	\$	-
	700	\$	-	\$		\$	-
FUNCTOTAL		\$	3,612,672.52	\$	(319,870.24)	\$	3,292,802.28
7900	100	\$	1,177,216.02	\$	6,793.65	\$	1,184,009.67
Operation of	200	\$	369,346.42	\$	519.73	\$	369,866.15
Plant	300	\$ \$	1,906,542.60	\$ \$	-	\$	1,906,542.60
	400	\$	1,905,288.19	\$	16	\$	1,905,288.19
	500	\$	77,096.30	\$ \$ \$:	\$ \$ \$ \$	77,096.30
	600	\$	21,900.00	\$	-	\$	21,900.00
	700	\$	1,899.83	\$		\$	1,899.83
FUNCTOTAL		\$	5,459,289.36	\$	7,313.38	\$	5,466,602.74
8100	100	\$	547,911.37	\$		\$	547,911.37
Maintenance	200	\$	134,431.58	\$	-	\$	134,431.58
of Plant	300	\$	668,200.83	\$:-	\$	668,200.83
	400	\$ \$ \$	9,925.59	\$ \$ \$ \$	-	\$ \$ \$ \$	9,925.59
	500	\$	199,330.46	\$	-	\$	199,330.46
	600	\$	23,006.81	\$	-	\$	23,006.81
	700	\$	2,842.46	\$		\$	2,842.46
FUNCTOTAL		\$	1,585,649.10	\$		\$	1,585,649.10

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941.72 \$	-	\$	286,941.72
	-	2007	
560.22 \$	-	\$	457,560.22
478.80 \$	=	\$	21,478.80
810.61 \$	-	\$	18,810.61
779.71 \$	=	\$	16,779.71
- \$	-	\$	-
	_	\$	187,799.68
	_	\$	174,414.65 38,276.77
,	810.61 \$	276.77 \$ - 799.68 \$ - - \$ - 779.71 \$ - 810.61 \$ -	276.77 \$ - \$ 799.68 \$ - \$ - \$ - \$ 779.71 \$ - \$ 810.61 \$ - \$

Gadsden County School Board 110 (General) Fund Estimated Revenue Budget Amendment Number Eighteen

191 \$ 134,389.00 \$ - \$ 134,389.00 202 \$ 150,000.00 \$ - \$ 150,000.00 280 \$ 380,830.83 \$ 3,000.00 \$ 383,830.83 310 \$ 21,607,616.00 \$ - \$ 21,607,616.00 315 \$ 817,089.00 \$ - \$ 817,089.00 317 \$ 4,625.00 \$ - \$ 272,048.00 318 \$ 272,048.00 \$ - \$ 272,048.00 323 \$ - \$ - \$ 272,048.00 323 \$ - \$ - \$ 272,048.00 341 \$ 223,250.00 \$ - \$ 223,250.00 342 \$ 8,467.00 \$ - \$ 8,467.00 343 \$ 17,000.00 \$ - \$ 5,926,750.00 361 \$ 322,721.00 \$ (107,880.00) \$ 214,8
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462 \$ 45,000.00 \$ - \$ 45,000.00 467 \$ 5,000.00 \$ - \$ 5,000.00
467 \$ 5,000.00 \$ - \$ 5,000.00 473 \$ - \$ - \$ -
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494 \$ - \$ - \$
495 \$ 900,000.00 \$ - \$ 900,000.00
630
GRAND TOTAL \$ 40,239,219.15 \$ (94,880.00) \$ 40,144,339.15

AMEND 18 12-13 110fd.xlsx

Board of Directors

Stan Barnes Chairman

Everitt Drew Chair-Elect

Rick Shapley Secretary/Treasurer

Beverly Burleson Mildred Dadisman Kathy Dahl Kelly Dozier Tim Edmond Alex Hinson Winston Howell Rob Langford J. R. Long John Pettit Martin Proctor Katrina Rolle Gary Wright

Director Emeritus Carrol Dadisman Louise Humphrey* Brooks Pettit

*Deceased

63

Counties Served

Franklin Gadsden Gulf Jackson Jefferson Leon Liberty Madison Taylor Wakulla

80

Joy R. Watkins, JD President

8

Office Location 1621 Metropolitan Blvd., Ste A Tallahassee, Florida 32308 850-222-2899 (phone) 850-222-3624 (fax)

www.cfnf.org



Confirmed in Compliance with National Standards for U.S. Community Foundations



FOR GOOD. FOR EVER, **

A 501(c)(3) public charity

April 3, 2013

Mr. Reginald James, Superintendent The School Board of Gadsden County 35 Martin Luther King Jr. Blvd. Quincy, FL 32351

Dear Mr. James:

We are pleased to enclose a distribution from "The Patricia Boyd McLain Fund for the benefit of Midway Magnet School". This distribution is being made pursuant to the terms of the Patricia Boyd McLain Amended and Restated Living Trust dated September 7, 2000, as amended, (the "Trust") and the court order of Case No. 07-000250 CAA in the Circuit Court of the Second Judicial Circuit in and for Gadsden County, Florida (the "Order"). In accordance with the terms of the Trust and the Order, the distribution is to be used for the benefit of Gadsden Elementary Magnet School (the "School") for such purpose or purposes as the principal of that school shall deem appropriate.

The enclosed distribution of \$10,000.00 is in payment of the 2013 distribution from principal.

Please feel free to contact me if you have any questions. I can be reached at 222-2899 x104 or jwatkins@cfnf.org.

Sincerely,

Joy R. Watkins, JD

President

"A Vehicle for Long-Term Charitable Giving"

FLORIDA DEPARTMENT OF EDUCATION



STATE BOARD OF EDUCATION

GARY CHARTRAND, Chair

Members

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SALLY BRADSHAW

JOHN A. COLON

BARBARA S. FEINGOLD

JOHN R. PADGET

KATHLEEN SHANAHAN

Dr. Tony Bennett Commissioner of Education



CONTACT PERSON

NAME: Ed Croft

Lee Davis

PHONE: (850) 245-0411

(850) 245-0405

MEMORANDUM

DATE:

February 25, 2013

TO:

District School Superintendents

FROM:

Dr. Tony Bennett

SUBJECT:

Calculation of School Recognition Program Awards for 2012-13

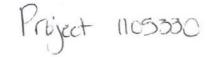
Pursuant to Section 1008.36, Florida Statutes, attached are the 2012-13 School Recognition Program award amounts by district and by school. The program award is \$93.29 per student, which reflects a proration to the level of the appropriation. This distribution includes awards for all eligible schools. The distribution of lottery funds appropriated for the School Recognition Program in Specific Appropriation 8, Chapter 2012-118, Laws of Florida, is based on the school grades earned in 2011-12 and the 2011-12 full-time equivalent students in the fourth calculation of the 2011-12 Florida Education Finance Program. Funds will be distributed to districts on February 26, 2013 (revenue code 3361).

Please note that if the school's staff and the school advisory council did not reach agreement on the use of the award by February 1, the award must be equally distributed to all classroom teachers currently teaching in the school, pursuant to Section 1008.36(4), Florida Statutes.

Dist.	District/School Number	Name	School Name	FTE	Eundina
	162461	DUVAL	NEPTUNE BEACH ELEMENTARY SCHOOL		Funding
	162481	DUVAL	EDWARD H. WHITE HIGH SCHOOL	891.14	83,133
	162491	DUVAL	GREENLAND PINES ELEMENTARY SCHOOL	1,790.47	167,029
	162511	DUVAL	TWIN LAKES ACADEMY ELEMENTARY SCHOOL	903.19	84,257
	162521	DUVAL	ALDEN ROAD EXCEP. STUDENT CENTER	1,176.14	109,720
	162541	DUVAL	MAYPORT MIDDLE SCHOOL	177.50	16,559
	162571	DUVAL	ALIMACANI ELEMENTARY SCHOOL	825.53	77,012
	162581	DUVAL	MANDARIN OAKS ELEMENTARY SCHOOL	864.26	80,625
	162591	DUVAL	MANDARIN MIDDLE SCHOOL	1,121.31	104,605
	162631	DUVAL	ABESS PARK ELEMENTARY SCHOOL	1,498.13	139,758
	162641	DUVAL	CHET'S CREEK ELEMENTARY SCHOOL	738.12	68,858
	162661	DUVAL	BANK OF AMERICA LEARNING ACADEMY	1,240.99	115,769
	162671	DUVAL	LAVILLA SCHOOL OF THE ARTS	157.44	14,687
	162681	DUVAL		1,089.50	101,637
	162741	DUVAL	ATLANTIC COAST HIGH SCHOOL	2,009.81	187,491
			WESTVIEW K-8	1,187.16	110,748
	162791	DUVAL	KERNAN MIDDLE SCHOOL	1,285.52	119,924
	162801 162851	DUVAL	FRANK H. PETERSON ACADEMIES	1,101.95	102,799
10		DUVAL	A. PHILIP RANDOLPH ACADEMIES	649.34	60,576
16	Total	FECCANADIA	DUVAL	60,174.02	\$5,613,515
	170021	ESCAMBIA	HELLEN CARO ELEMENTARY SCHOOL	943.06	87,976
	170191			628.50	58,631
	170231	ESCAMBIA	CORDOVA PARK ELEMENTARY SCHOOL	713.52	66,563
	170441	ESCAMBIA	PINE MEADOW ELEMENTARY SCHOOL	856.67	79,917
	170471	ESCAMBIA	O. J. SEMMES ELEMENTARY SCHOOL	335.69	31,316
	170501	ESCAMBIA	A. K. SUTER ELEMENTARY SCHOOL	367.58	34,291
	170671	ESCAMBIA	BROWN BARGE MIDDLE SCHOOL	610.70	56,971
	171201	ESCAMBIA	R. C. LIPSCOMB ELEMENTARY SCHOOL	903.03	84,242
	171241	ESCAMBIA	BLUE ANGELS ELEMENTARY SCHOOL	884.76	82,537
	171251	ESCAMBIA	WEST FLORIDA HIGH SCHOOL/TECHNICAL	1,249.58	116,571
	172104	ESCAMBIA	JACKIE HARRIS PREPARATORY ACADEMY	188.00	17,538
	172106	ESCAMBIA	BYRNEVILLE ELEMENTARY SCHOOL, INC.	157.10	14,656
	172108	ESCAMBIA	PENSACOLA BEACH CHARTER SCHOOL	135.45	12,636
	172141	ESCAMBIA	NEWPOINT PENSACOLA	81.50	7,603
17	Total		ESCAMBIA	8,055.14	\$751,448
	180022	FLAGLER	BUNNELL ELEMENTARY SCHOOL	1,173.98	109,518
		FLAGLER	RYMFIRE ELEMENTARY SCHOOL	1,307.76	121,998
		FLAGLER	IMAGINE SCHOOL AT TOWN CENTER	797.03	74,353
		FLAGLER	MATANZAS HIGH SCHOOL	1,541.65	143,817
		FLAGLER	LEWIS E. WADSWORTH ELEMENTARY	924.32	86,228
		FLAGLER	OLD KINGS ELEMENTARY SCHOOL	1,129.57	105,375
		FLAGLER	BELLE TERRE ELEMENTARY SCHOOL	1,395.58	130,191
		FLAGLER	INDIAN TRAILS MIDDLE SCHOOL	877.24	81,836
18	Total		FLAGLER	9,147.13	\$853,316
		FRANKLIN	APALACHICOLA BAY CHARTER SCHOOL	312.00	29,106
19	Total		FRANKLIN	312.00	\$29,106
	200041	GADSDEN	GEORGE W. MUNROE ELEMENTARY SCHOOL	568.67	53,050
	200061	GADSDEN	HAVANA MIDDLE SCHOOL	185.54	17,309~
	200071	GADSDEN	EAST GADSDEN HIGH SCHOOL	833.89	77,792~
	200101	GADSDEN	GADSDEN ELEMENTARY MAGNET SCHOOL	167.00	15,579
	200171			263.12	24,546
	209104	GADSDEN	CROSSROAD ACADEMY	284.76	26,565
20	Total		GADSDEN	2,302.98	\$214,841
	210031	GILCHRIST	BELL HIGH SCHOOL	712.04	66,425
	210032	GILCHRIST	BELL ELEMENTARY SCHOOL	484.70	45,217
	210041	GILCHRIST	TRENTON ELEMENTARY SCHOOL	603.20	56,271
21	Total		GILCHRIST	1,799.94	\$167,913
	THE RESERVE THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN TWO I				
	220057	GLADES	PEMAYETV EMAHAKV CHARTER MIDDLE SCHOOL	75.00	6,997

AHN: JAnna Hill





Mini Grant Application

Name of School District/ School	Administrative Contact	
Gadsden County School District	Sharon B. Thomas	
Address	City	Zip
35 Martin Luther King, Jr. Blvd.	Quincy, FL	32351
Contact Telephone	Contact Email	0.000
(850) 627-9651	thomass@gcpsmail.co	em

Deadline for Submission: March 22, 2013. Each eligible district may submit multiple applications for review at the district or school level for consideration. Funding awards are limited to \$1,500.00 per district. Upon approval of application the entity will need to provide the following documentation prior to April 12, 2013.

In order to be reimbursed, please include the following:

- 1) Invoice to Liberty County School Board
- 2) Proof of Payment (receipt or Purchase Order with copy of check attached)

Email to: Janna.Hill@LCSBonline.org

Mail to: Janna Hill

Liberty County School Board

FAX to: 850-643-4183

P.O. Box 429 Bristol, FL 32321

Mini-grants must support or aide in at least one of the target initiatives.

Please select the areas that the use of this funding will support:

- ___x___MTSS Behavioral Support (Rti/B)
- School Wide PBS
- __x___Decrease in restraint/seclusion
- __ x___ Decrease rates of suspension and expulsion
- Children's Mental Health
- _____Trauma Informed Care within the school environment
- School Based Enterprise
- Transition Services
- 1. Provide a brief description of how the funds are being used.

The funds are being used to provide resources, services and supports for students who participate in programs that are designed to improve student behavior.

2. Give a brief description of target population and number of students who will be served.

The target population includes: Emotional Behavior Disabled students at Stewart Street Elementary School and Gadsden Central Academy. Forty-five (45) students will be served.

3. Budget. List the item, purpose and cost for each expenditure. (No capital objects or food allowed)

Item	Purpose	Cost
Hourly Wage for Resource Officer	To provide support for safety, prevention	\$ 1,050.00 12.08.54
Field Trips	Rewards/reinforcement for positive behavior	\$16.00
Point Store	Rewards/reinforcement for positive behavior	\$488.94 215.44

Project# 1105188

A) GADSDEN School District
 Name of Eligible Recipient/Fiscal Agent

B)	Project	10	
	DOE Assigned	d Project Number	

C) TAPS Number	
11C039	

FLORIDA DEPARTMENT OF EDUCATION

BUDGET NARRATIVE FORM

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
		Travel to transition-related conferences (lodging: \$417; registration: \$175; mileage: \$267)		\$859	100%			
		Printing & dissemination of BBTC Spectrum of Services and Guide		\$191	100%			_
		Professional development books (see Gadsden 2012-13 Budget Item – amendment request)		\$450	100%			
×					100%			Ę
		•						
			D) TOTAL	\$1500.00				

DOE 100A Revised 12/07

Dr. Eric J. Smith, Commissioner



SUMMARY SHEET

RECOMMENDATION	ON TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA
AGENDA ITEM NO	D. 7b
DATE OF SCHOOL	L BOARD MEETING: April 23, 2013
TITLE OF AGENDA	A ITEMS: Budget Amendment Number Nineteen
DIVISION: Finan	nce Department
PURPOSE AND S	UMMARY OF ITEMS:
This budget amen Initiative 1003(a)	dment establishes budget for 2012-13 Title I School Improvement \$98,905.00
FUND SOURCE:	420 Federal Funds
AMOUNT:	\$ 98,905.00
PREPARED BY:	Bonnie Wood
POSITION:	Assistant Superintendent for Business Services

Gadsden County School Board 420 (Federal) Fund Estimated Revenue Budget Amendment Number Nineteen

FUND 420		BEGINNING ESTIMATED	۵	BUDGET		ENDING	
REVENUE OBJECT	REVENUE 4/17/2013		ĺ	NUMBER NINETEEN	REVENUE 4/17/2013		
190	\$	_	\$		\$		
191	\$	-	\$	-	\$	-	
199	\$	2,452,457.33	\$	_	\$	2,452,457.33	
201	\$	183,207.73	\$	-	\$	183,207.73	
226	\$	554,215.56	\$	_	\$	554,215.56	
227	\$	-	\$	-	\$	-	
230	\$	2,427,931.35	\$	18	\$	2,427,931.35	
240	\$	6,396,783.54	\$	98,905.00	\$	6,495,688.54	
251	\$	4,032.82	\$	-	\$	4,032.82	
270	\$	-	\$	-	\$	-	
290	\$	525,164.14	\$	-	\$	525,164.14	
299	\$	-	\$	-	\$	-	
TOTALS	\$	12,543,792.47	\$	98,905.00	\$	12,642,697.47	

420	
FUND	

FUND							
					BUDGET		
FUNCTION/ OBJECT		BU	4/17/2013	AM	ENDMENT NUMBER NINETEEN	В	UDGET BALANCE 4/17/2013
5100	100	\$	901,286.03	\$	-	\$	901,286.03
	200		156,798.20	\$		\$	156,798.20
	300	\$ \$ \$ \$	379,333.44	\$		\$	379,333.44
	500	\$	340,949.60	\$	-	\$	340,949.60
	600	\$	261,134.02	\$	4	\$	261,134.02
	700	\$	-	\$		\$	-
FUNCTOTAL		\$	2,039,501.29	\$	-	\$	2,039,501.29
5200	100	\$	618,209.06	\$	500.00	\$	618,709.06
	200	\$	197,066.07	\$		\$	197,066.07
	300	\$	172,000.00	\$		\$	172,000.00
	500	\$	12,927.00	\$	149,309.93	\$	162,236.93
	600	\$	13,875.00	\$	70,000.00	\$	83,875.00
	700	\$ \$	1,000.00	\$	-	\$	1,000.00
FUNCTOTAL		\$	1,015,077.13	\$	219,809.93	\$	1,234,887.06
5300	100	\$	-	\$		\$	-
3	200	\$ \$ \$ \$ \$	-	\$		\$	-
	300	\$	8,696.28	\$	×	\$	8,696.28
	500	\$	32,520.61	\$	*	\$	32,520.61
	600	\$	32,080.00	\$	2	\$	32,080.00
	700	\$	20,480.08	\$	-	\$	20,480.08
FUNCTOTAL		\$	93,776.97	\$		\$	93,776.97
5400	100	\$	-	\$		\$	_
	200	\$ \$ \$ \$	4,032.82				4,032.82
	300	\$	-	\$		\$	-
	500	\$	-	\$		\$	-
	600	\$	-	\$	-	\$	-
	700	\$.=.	\$	-	\$	-
FUNCTOTAL		\$	4,032.82	\$	-	\$	4,032.82
5500	100	\$	1,093,195.03	\$		\$	1,093,195.03
	200	\$ \$ \$ \$ \$ \$	301,188.93	\$		\$	301,188.93
	300	\$	56,660.09	\$		\$	56,660.09
	500	\$	27,458.52	\$	-	\$ \$ \$ \$	27,458.52
	600	\$	15,000.00	\$	-	\$	15,000.00
	700	\$	-	\$	-	\$	
FUNCTOTAL		\$	1,493,502.57	\$	-	\$	1,493,502.57

5900	100	\$	206,456.76	\$	-	\$	206,456.76
	200	\$	37,518.04	\$	-	\$	37,518.04
	300	\$	35,394.96		-	\$	35,394.96
	500	\$	6,516.77		-	\$	6,516.77
	600	\$	-	\$	-	\$ \$	-
FUNCTOTAL		\$	285,886.53	\$	-	\$	285,886.53
6100	100	\$	701,060.32	¢	14 002 20	6	745 000 00
0.00	200	\$		\$	14,003.30	\$	715,063.62
	300	\$ \$ \$ \$ \$ \$	170,940.51	\$	5,000.00	\$	175,940.51
	500	Φ	212,197.36	\$	-	\$	212,197.36
	600	9	89,887.13	\$	-	\$	89,887.13
	700	9	4,240.44	\$	-	\$	4,240.44
	900	9	1,500.00	\$	-	\$	1,500.00
FUNCTOTAL	900	\$	4 470 005 70	\$	-	\$	
FONCTOTAL		\$	1,179,825.76	\$	19,003.30	\$	1,198,829.06
6200	100	\$	32,000.00	\$	-	\$	32,000.00
	200	\$	9,319.00	\$	2	\$	9,319.00
	300	\$ \$ \$	2,580.00	\$	+	\$	2,580.00
	500	\$	1,000.00	\$	-	\$	1,000.00
	600	\$	225,951.08	\$	-	\$	225,951.08
	700	\$	-	\$	-	\$	-
FUNCTOTAL		\$	270,850.08	\$	-	\$	270,850.08
6300	100	\$	1,011,426.51	\$		\$	1 011 426 51
	200	s	273,557.91	\$	-		1,011,426.51
	300	\$	166,668.52	\$	-	4	273,557.91
	500	\$	119,677.77	\$		9	166,668.52
	600	\$	15,021.57	\$	-	Φ.	119,677.77
	700	\$ \$ \$ \$ \$	13,250.00	\$	_	\$ \$ \$ \$ \$	15,021.57 13,250.00
FUNCTOTAL							
FUNCTOTAL		\$	1,599,602.28	\$	-	\$	1,599,602.28
6400	100	\$	1,428,461.65	\$	7-	\$	1,428,461.65
	200	\$	270,367.97	\$	-	\$	270,367.97
	300	\$	345,789.47	\$	5,000.00	\$	350,789.47
	400	\$	-	\$	-	\$	A
	500	\$	45,362.74	\$	-	\$	45,362.74
	600	\$ \$ \$ \$ \$ \$	2,302.94	\$	-	\$	2,302.94
	700	\$	69,918.15	\$	-	\$	69,918.15
FUNCTOTAL		\$	2,162,202.92	\$	5,000.00	\$	2,167,202.92

6500	100	\$	35,000.00	\$	-	\$	35,000.00
	200	\$	9,757.00	\$	2	\$	9,757.00
	300	\$ \$	54,040.00	\$	-	\$	54,040.00
	500	\$	-	\$	-	\$	-
	600	\$	129,570.00	\$	-	\$	129,570.00
	700	\$	-	\$	-	\$ \$ \$ \$	-
FUNCTOTAL		\$	228,367.00	\$		\$	228,367.00
7200	100	\$	35,804.23	\$	_	\$	35,804.23
	200	\$	25,846.60	\$	_	\$	25,846.60
	300	\$ \$ \$ \$ \$	1,239.50	\$		\$	1,239.50
	500	S	1,200.00	\$		4	1,239.30
	600	\$		\$	-	\$ \$.=
	700	\$	694,048.00	\$	4,733.00	\$	698,781.00
FUNCTOTAL		\$	756,938.33	\$	4,733.00	\$	761,671.33
7300	100	•	05 000 00	•			
7300		D D	95,000.00	\$	-	\$	95,000.00
	200	\$ \$	13,736.76	\$	5 1	\$	13,736.76
	300	\$	2.5	\$	-	\$	-
FUNCTOTAL 7300		\$	108,736.76	\$	-	\$	108,736.76
7400	300	\$	20,000.00	\$	-	\$	20,000.00
	600	\$	41,534.21	\$	-	\$	41,534.21
FUNCTOTAL 7400		\$	61,534.21	\$	-	\$	61,534.21
7600	500	\$		\$	-	\$	
FUNCTOTAL		\$		\$		•	
		Ψ	-	Φ	-	\$	-
7700	100	\$	83,378.05	\$	-	\$	83,378.05
	200	\$	20,386.56	\$	-		20,386.56
	300	\$	8,419.50	\$	-	\$	8,419.50
	500	\$	=	\$			-
	600	\$	_	\$		\$	_
	700	\$	1,000.00	\$	-	\$ \$ \$	1,000.00
FUNCTOTAL		\$	113,184.11	\$		\$	113,184.11
7800	100	\$	146,639.48	\$		\$	146,639.48
93 155651-561	200	\$	35,694.39	\$		\$	35,694.39
	300	\$	376,034.69	\$	1 - 1	\$ \$ \$ \$	
	400	\$	11,137.25			9	376,034.69
	500	Φ		\$	-	Φ	11,137.25
	600	\$ \$ \$ \$	1,202.17	\$	27 040 00		1,262.17
	000	Ψ		\$	37,849.00	\$	37,849.00
FUNCTOTAL		\$	570,767.98	\$	37,849.00	\$	608,616.98

GRANDTOTAL		\$	12,257,397.24	\$	286,395.23	\$	12,543,792.47
FUNCTOTAL		\$	57,870.39	\$	-	\$	57,870.39
	500	\$	-	\$		\$	-
	400	\$		\$	-	\$	-
	300	\$	-	\$	-	\$ \$	-
	200	\$	12,294.23			\$	12,294.23
9100	100	\$ \$ \$	45,576.16	\$	*	\$	45,576.16
FUNCTOTAL		\$	87,500.00	\$	-	\$	87,500.00
	600	\$	38,500.00	\$	-	\$	38,500.00
	500	\$ \$ \$ \$	49,000.00	\$	_	\$	49,000.00
	200	\$	-	\$	-	\$	_
8200	100	\$	-	\$	-	\$	
FUNCTOTAL		\$	11,221.12	\$	-	\$	11,221.12
	600	\$	2,286.00	\$	-	\$	2,286.00
	500	\$	935.12	\$	-	\$	935.12
	300	\$ \$ \$ \$ \$	8,000.00	\$ \$ \$		\$ \$ \$ \$ \$	8,000.00
	200	\$	_			\$	-
8100	100	\$	9	\$	-	\$	_
FUNCTOTAL		\$	117,018.99	\$		\$	117,018.99
	700	\$		\$	-	\$	-
	600	\$ \$ \$ \$ \$ \$	-	\$ \$		\$	12,030.40
	500	\$	12,096.40	\$	_	\$	12,096.40
	400	\$	11,836.91		-	\$	11,836.91
	300	\$	69,824.33	\$		\$	69,824.33
	200	s	6,385.96	\$	-	\$	6,385.96
7900	100	\$	16,875.39	\$		•	16,875.39

Florida Department of Education

Project Award Notification PROJECT NUMBER PROJECT RECIPIENT Gadsden County School District 200-2263A-3CS01 PROJECT/PROGRAM TITLE AUTHORITY 84.010A School Improvement - Title I, Part A 2012-13 Title I School Improvement Initiative 1003(a) 1003(a) **TAPS 13A006** PROJECT PERIODS AMENDMENT INFORMATION Amendment Number: Type of Amendment: Budget Period: 01/01/2013 - 12/31/2013 Effective Date: Program Period: 01/01/2013 - 12/31/2013 AUTHORIZED FUNDING REIMBURSEMENT OPTION Current Approved Budget; \$ 98,905.00 Federal Cash Advance Amendment Amount: Estimated Roll Forward: Certified Roll Amount: \$ 98,905.00 Total Project Amount: TIMELINES

Last date for incurring expenditures and issuing purchase orders:

12/31/2013

Date that all obligations are to be liquidated and final disbursement reports submitted:

02/20/2014

Last date for receipt of proposed budget and program amendments:

11/30/2013

Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:

Date(s) for program reports:

10 DOE CONTACTS		11	DOE FISC	CAL DATA
Program: Anna Moore Phone: (850) 245 - 0726 Email: Anna.Moore@fldoe.org Grants Management: Unit A (850) 245-0496	Comptroller's Office (850) 245-0401		DBS: EO: Object:	40 90 30 63 720035

12 TERMS AND SPECIAL CONDITIONS

- This project and any amendments are subject to the procedures outlined in the Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs.
- For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System.

13 APPROVED:

Authorized Official on behalf of Dr. Tony Bennett

Commissioner of Education

FLORIDA DEPARTMENT OF EDUCATION BUDGET DESCRIPTION FORM -2012-2013 School Improvement Grant 1003(a) 2012-2013

A) NAME OF ELIGIBLE RECIPIENT: Gadsden County District School Board

B) Project Number (DOE USE ONLY): 200-2263A-3CS01

E) TAPS Number 13A006

count	"Activity	Function	Object	Account Title and Description	FTE	Amount
1	intensive reading teacher to assist level 1 and 2 children in reading at one of the lowest elementary schools in the state - HES - strategy 1	5100	120	<u>Classroom Teachers</u> for school improvement efforts	1.000	\$46,208.00
2	retirement - intensive reading teacher - HES - strategy 1	5100	210	Retirement for school improvement efforts	0.000	\$2,394.00
3	social security - intensive reading teacher at HES - strategy 1	5100	220	Social Security for school improvement efforts	0.000	\$3,535.00
4	group health insurance - intensive reading teacher at HES - strategy 1	5100	230	Group Insurance for school improvement efforts	0.000	\$4,475.00
5	life insurance - intensive reading teacher at HES - strategy 1	5100	232	Life Insurance for school improvement efforts	0.000	\$186.00
6	workers compensation - intensive reading teacher at HES - strategy 1	5100	240	Workers Compensation for school improvement efforts	0.000	\$500.00
7	professional development stipends in data analysis, common core, and technology use - all schools - strategy 2	6400	122	to improve teacher quality	0.000	\$18,000.00
8	retierment for professional development in data analysis, common core, and technology use - all schools - strategy 2	6400	210	Retirement to improve teacher quality	0.000	\$1,840.00
9	social security for professional development in data analysis, common core, and technology use - all schools - strategy 2	6400	220	Social Security to improve teacher quality	0.000	\$1,530.00
10	workers compensation for professional development in data analysis, common core, and technology use - all schools - strategy 2	6400	240	Workers Compensation to improve teacher quality	0.000	\$1,500.00
11	travel for professional development for data analysis, common core, and technology use - all schools - strategy 2	6400	330	Travel to improve teacher quality	0.000	\$5,000.00
12	software rentals for teacher professional development - all schools - strategy 2	6400	360	Rentals to improve teacher quality	0.000	\$2,000.00
13	materials and supplies for teacher professional development - all schools - strategy 2	6400	510	Supplies to improve teacher quality	0.000	\$9,737.00
	dues and fees for conferences or workshops in data analysis, common core, and/or technology - all schools - strategy 2	6400	730	<u>Dues and Fees</u> to improve teacher quality	0.000	\$2,000.00
Totals					1.000	\$98,905.00

DOE 101



Gerard Robinson, Commissioner

SUMMARY SHEET

RECOMMENDATION TO	SUPERINTENDENT FOR SCHOOL	BOARD AGENDA
LOCIMINE NDATION TO	OUI EIGHT ENDERT I OR OUTLOOL	DOAND AGENDA

AGENDA ITEM NO. _____8a

DATE OF SCHOOL BOARD MEETING: April 23, 2013

TITLE OF AGENDA ITEMS: Purchase Order Honeywell Contract

DIVISION: **Finance and Maintenance Departments**

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the following purchase order:

PO# Amount Fund Vendor

Honeywell ACS Service 184622 \$34,540.82 379

FUND SOURCE: Capital Improvements Fund

AMOUNT:

\$34,540.82

PREPARED BY:

Bonnie Wood

POSITION:

Assistant Superintendent for Business Services

DATE 03/06/13

THE SCHOOL BOARD OF GADSDEN COUNTY

PURCHASE ORDER NO.

184622

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351 PHONE (850) 627-9651

FAX (850) 627-2760

www.qcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR

AH15850000

HONEYWELL-ACS SERVICE 3657 MAGUIRE BLVD #100 ORLANDO FL 32803 SHIP TO THIS ADDRESS

MAINTENANCE DEPARTMENT 805 SOUTH STEWART STREET QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

QUANTITY

PRODUCT NO.

DESCRIPTION

UNIT PRICE

TOTAL

FIRST QUARTER BILLING FOR CONTRACT WITH HONEYWELL. 04/01/2013 THROUGH 06/30/2013

1 1 ENERGY AUDIT AUTOMATION

28976.50 28976.50

5564.32 5564.32

PAY TERMS: NET 30

TOTAL

34,540.82

- 1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
- 2. [] If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.
- 3. Notice to Vendor/Contractor: By acceptance of the contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34 Section 80.36 Code of Federal Regulations. Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years.

DISTRI	BUTION TO BE FUNCTION	E COMPLE OBJECT	TED BY OR CENTER	IGINATOR PROJECT	TOTAL PROGRAM	34,540.82 AMOUNT	FINANCE DEPT USE EXPENDITURE
379	7400	985	9001	0999	11100101111	34540.82	
						9	
							1.

SUMMARY SHEET

RECOMMENDATION TO	SUPERINTENDENT FOR	SCHOOL	BOARD	AGENDA
TEOO!!!!!E!TE!!!!	OUI EIGHTIERDENT I OIL	COLICOL		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

AGENDA ITEM NO. 8b

DATE OF SCHOOL BOARD MEETING: April 23, 2013

TITLE OF AGENDA ITEMS: Purchase Order for Race to the Top Fund

DIVISION: Academic Services

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the following purchase order:

Vendor PO # Amount Fund

Hilton-Fulford Harbor, LLC 184706 \$35,260.32 434

FUND SOURCE: Race to the Top Fund

AMOUNT: \$35,260.32

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

PURCHASE ORDER NO.

184706

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351 PHONE (850) 627-9651 FAX (850) 627-2760

www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

SAM /

FEDERAL ID # 59-6000615

VENDOR

VH10710000

FULFORD HARBOUR, LLC.
113 BAYBRIDGE DR
GULF BREEZE FL

FL 32561

SHIP TO THIS ADDRESS

GADSDEN COUNTY PUBLIC SCHOOLS
35 MARTIN LUTHER KING JR BLVD
QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

QUANTITY

120

56

PRODUCT NO.

DESCRIPTION

UNIT PRICE

193.82

TOTAL

ATTN: DR. SYLVIA R. JACKSON

88 altenders

COMMON CORE SUMMER INSTITUTE

HOTEL RESERVATIONS

60 ROOMS X 2 NIGHTS = 120 NIGHTS X \$193.82

28 ROOMS X 2 NIGHTS =

56 NIGHTS X \$214.32

214.32

23258.40

113

2 nights por

NOTE: 20 % DEPOSIT DUE BY MAY 17, 2013 (\$7,052.08) NEED CHECK FOR REMAINING BALANCE BY JUNE 13, 2013

(\$28,208.82)

SEE ATTACHED CONTRACT

PAY TERMS: NET 30

TOTAL

35,260.32

1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.

 If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is

3. Notice to Vendor/Contractor: By acceptance of the contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34 Section 80.36 Code of Federal Regulations. Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years.

DISTRI FUND 434	BUTION TO BI FUNCTION 6400	OBJECT 330	TED BY OR CENTER 9001	PROJECT 434RL11	TOTAL PROGRAM	35,260.32 AMOUNT 35260.32	FINANCE DEPT USE EXPENDITURE
						4	

VENDOR

SUMMARY SHEET

RECOMMENDATION TO	SUPERINTENDENT FOR	SCHOOL	BOARD	AGENDA

AGENDA ITEM NO. 8c

DATE OF SCHOOL BOARD MEETING: April 23, 2013

TITLE OF AGENDA ITEMS: Purchase Orders for Federal Programs

DIVISION: Federal Programs

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the following purchase orders:

<u>Vendor</u> <u>PO</u>	<u>Amount</u>	<u>Fund</u>
CDW Government - Viewsonic Projectors 1847	759 \$26,858.65	420/432
Better Builders - Installation of Smartbds 184	767 8,400.00	420

FUND SOURCE: Title I Part A, Title I School Improvement, and ARRA Title I School

Improvement

AMOUNT: \$35,258.65

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

DATE

04/10/13

THE SCHOOL BOARD OF GADSDEN COUNTY

PURCHASE ORDER NO.

184759

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351 PHONE (850) 627-9651 FAX (850) 627-2760

www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

SAMS

FEDERAL ID # 59-6000615

VENDOR

AC00550000

CDW GOVERNMENT, INC. 230 N MILWAUKEE AVE

VERNON HILLS

IL 60061

SHIP TO THIS ADDRESS

FED PRGMS-SCHOOL BOARD GADSDEN 35 MARTIN LUTHER KING JR BLVD

QUINCY

FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

QUANTITY

PRODUCT NO.

DESCRIPTION

UNIT PRICE

TOTAL

ATTN: ROSE RAYNAK/DM

CONTRACT: PAEC AEPA AFFILIATE

AGREEMENT AEPA 010

65 2520099

VIEWSONIC PJD6223 XGA 2700 LUM

413.21 26858.65

SITES:

0151-15

0051-20

(ROOM LISTS ATTACHED) V

PAY TERMS: NET 30

TOTAL

26,858.65

1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.

 I If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.

3. Notice to Vendor/Contractor: By acceptance of the contract/order in excess of \$10,000 and involving Federal Funds, the Vendor/Contractor agrees to comply with Title 34 Section 80.36 Code of Federal Regulations. Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be affected and the basis for settlement will be decided by the School Board of Gadsden County. In addition, the Vendor/Contractor agrees to comply with Florida Statute 257.36 regarding retention of records for 5 years.

	COMPLE	TED BY OR	IGINATOR	TOTAL	26,858.65	FINANCE DEPT USE
FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	EXPENDITURE
5100	644	0151	4212621	100	6198.15	
5100	644	0041	4212621	100	12396.30	
5100	644	0051	4312635	100	8264.20	
/			/			
	5100 5100	5100 644 5100 644	5100 644 0151 5100 644 0041	5100 644 0151 4212621 5100 644 0041 4212621	5100 644 0151 4212621 100 5100 644 0041 4212621 100	5100 644 0151 4212621 100 6198.15 5100 644 0041 4212621 100 12396.30

Room #'s for Viewsonic Projectors

School	Room numbers
Chattahoochee Elementary	1, 2, 3, 5, 6, 7, 8, 11, 12, 15,
	18, 21, 40, 43, 45
George Munroe Elementary	Bldg. 1-1, 2, 5, 6, 7, 8
	Bldg. 2-4, 8
	Bldg. 3-6, 7
	Bldg. 7-4, 5, 6, 7, 8, 9
	Bldg. 9-4, 5, 6, 7, 8, 9
	Bldg. 11-1, 2, 11, 12, 15, 18,
	19, 22
West Gadsden High	Bldg. 200, Bldg. 400, Bldg.
	800

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE 04/10/13 PURCHASE ORDER NO.

184767

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351 PHONE (850) 627-9651 FAX (850) 627-2760 www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR

AB09590000

SHIP TO THIS ADDRESS

BETTER BUILDERS OF TALL., LLC 1108 EAST TENNESSEE ST TALLAHASSEE FL 32308 MEDIA/TECH GADSDEN CO SCHL BRD 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR . COMPTROLLER SUPERINTENDENT

QUANTITY PRODUCT NO. DESCRIPTION UNIT PRICE TOTAL

MEDIA AND TECH, D. YOUMANS

210

PROFESSIONAL SERVICES RENDERED INSTALLATION OF SMARTBOARDS, PROJECTORS 210 HOURS @ 40.00/ HR PAY ACCORDING TO INVOICE 40.00 8400.00

PAY TERMS: NET 30

TOTAL

8,400.00

1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.

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	BUTION TO BE				TOTAL	8,400.00	FINANCE DEPT USE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	EXPENDITURE
420	6500	390	9001	4221236		8400.00	
-/-							
						NA.	

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. _____8d

DATE OF SCHOOL BOARD MEETING: April 23, 2013

TITLE OF AGENDA ITEMS: Purchase Order for School Web Hosting

DIVISION: Media and Technology Departments

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the following purchase orders:

Vendor	<u>PO #</u>	<u>Amount</u>	<u>Fund</u>
Schoolinsites.Com	184764	\$21,021.00	110
Schoolinsites.Com	184765	4,851.00	110

FUND SOURCE: General Fund

AMOUNT: \$25,872.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE 04/10/13

PURCHASE ORDER NO.

184764

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351 PHONE (850) 627-9651 FAX (850) 627-2760 www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR

VS04105000

SHIP TO THIS ADDRESS

SCHOOLINSITES.COM 2000 SOUTHRIDGE PARKWAY SUITE 407

BIRMINGHAM

AL 35209

MEDIA/TECH GADSDEN CO SCHL BRD 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

QUANTITY

PRODUCT NO.

DESCRIPTION

UNIT PRICE

TOTAL

MEDIA AND TECH. D. YOUMANS

13

SCHOOL WEB HOSTING

1617.00 21021.00

PERIOD: 07/01/11 TO 06/30/12

USAC PORTION

Bid During E-RATE 11-13

PAY TERMS: NET 30

TOTAL

21.021.00

1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.

 If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.

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DISTRI	BUTION TO BE	COMPLE	TED BY OR	IGINATOR	TOTAL	21,021.00	FINANCE DEPT USE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	EXPENDITURE
110	5100	360	0231	1104970	103	1617.00	
110	5100	360	9106	1104970	103	1617.00	
110	5100	360	0245	1104970	130	1617.00	
110	5100	360	0061	1104970	102	1617.00	
110	5100	360	0211	1104970	102	1617.00	
110	5100	360	0051	1104970	103	1617.00	16
110	5100	360	0151	1104970	101	1617.00	
110	5100	360	0101	1104970	101	1617.00	
110	5100	360	0041	1104970	101	1617.00	
110	5100	360	0141	1104970	101	1617.00	
110	5100	360	0171	1104970	101	1617.00	
110	5100	360	0091	1104970	101	1617.00	
110	5100	360	0071	1104970	103	1617.00	

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE 04/10/13

PURCHASE ORDER NO.

184765

35 MARTIN LUTHER KING, JR., BLVD. QUINCY, FLORIDA 32351 PHONE (850) 627-9651 FAX (850) 627-2760 www.gcps.k12.fl.us

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR

VS04105000

SHIP TO THIS ADDRESS

SCHOOLINSITES.COM 2000 SOUTHRIDGE PARKWAY SUITE 407

BIRMINGHAM

AL 35209

MEDIA/TECH GADSDEN CO SCHL BRD 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR

COMPTROLLER

SUPERINTENDENT

QUANTITY

PRODUCT NO.

DESCRIPTION

UNIT PRICE

TOTAL

MEDIA AND TECH. D. YOUMANS

3

SCHOOL WEB HOSTING

PERIOD: 07/01/11 TO 06/30/12

USAC PORTION

1617.00

4851.00

PAY TERMS: NET 30

TOTAL

4,851.00

- 1. All correspondence/shipments must reflect the PO number. For prompt payment mail invoice to Accounts Payable address above.
- I If box checked and you accept this PO, goods/services & invoice must be received by the District no later than June 15 of the CURRENT YEAR. NO FINANCIAL OBLIGATION continues after June 30 of the CURRENT YEAR if the box is checked. This PO is void after one year.
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HON TO BE	COMPLE	TED BY OR	IGINATOR	TOTAL	4,851.00	FINANCE DEPT USE
UNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	EXPENDITURE
5100	360	0191	1104970	101	1617.00	
5100	360	0201	1104970	101	1617.00	
5100	360	9001	1104970	101	1617.00	
	5100 5100	5100 360 5100 360	5100 360 0191 5100 360 0201	5100 360 0191 1104970 5100 360 0201 1104970	5100 360 0191 1104970 101 5100 360 0201 1104970 101	5100 360 0191 1104970 101 1617.00 5100 360 0201 1104970 101 1617.00

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SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO	8e		
DATE OF SCHOOL BOAL	RD MEETING: _	April 23,	2013
TITLE OF AGENDA ITE	M: Professiona	al and Technic	cal Services
DIVISION: Federal			
This is a CONTINUA	TION of a current p	oroject, grant,	etc.
PURPOSE AND SUMMAI	RY OF ITEM:		
Vendor	<u>PO#</u>	Fund	Amount
CDW Government		420	\$11,600.68
Skyward		420	\$14,500.00
Fla A & M Univ-Bd of	Trustees	420	\$14,400.00
Imagine Learning		420	\$34,750.00
Robson Corporation		420	\$14,850.00
Tall Comm Coll-Contr	acts/Grants	420	\$14,938.00
CDW Government	184759	420	\$26,858.65
FUND SOURCE:	Federal Programs		
AMOUNT:	\$131,897.33		
PREPARED BY:	Rose Raynak		
POSITION:	Director of Federa	l Programs	
INTERNAL INS Number of ORIGINA			ETED BY PREPARER oreparer.
SUPERINTENDENT'S SIG	NATURE: page(s)	numbered	10.00 6 10.00 com (0.07)

DIST: 20 FY: 13 13. REQUES	T FOR PURCHASE ORDER	TIME: 14:02
AC CNTR-REQ# -DATEAMOUNT I 9016 1003 041513 11,600.68 STAT: B		NMENT, INC.
	ORIG AMT 8,923.60 1,338.54 1520 2720 1,338.54 1520 2720 446.18 1520 2720 892.36 1520 2720	CURRENT COMMT 8,923.60 1,338.54 446.18 892.36
REQUEST FOR PO DISPLAYED. NEXT?		TERML: 8AWX

04-16-13 P02:03 OUT

DA

DIST: 20 FY: 13 13A-REQUEST F	OR PO ITEMS	TIME: 14:02
TP -NUMBERDATE- AMOUNT REQ NUMB R 90161003 041513 11,600.68 STAT: B INV: INSTRS: ATTN: ROSE RAYNAK/DM	V COO220000 CDW GOVERNMEN 230 N MILWAUK REQ: 9016 FED PRGMS-SCH SHP:	T, INC. EE AVE
STK NUM ———————————————————————————————————	QTY UNIT PRICE	COST 10,592.14 1,008.54
UPDATE PROCESSED. NEXT?		11,600.68 TERML: 8AWX

DI	ST:	20	FY	<i>l</i> : 1	3		13.	REQUEST	FOR	PURCHASE	ORDER	2	TIM	Ξ:	14:27
AC I	90	VTR- 016 VT:	200			E 13		MOUNT 1,500.00		V S10150	000 SK 016 FE	YWARD	CENTERS INC. S-SCHOOL BO		
					-CNTR-9001				14	IG AMT 4,500.00	152	-GL-CR 20 2720		500	.00
RE	QUES	T F	OR	PO I	DISPL	AYED.	NE	EXT?			1	UIAL	•		8AWX

04-16-13 PO2:26 OUT

DIST: 20 H	FY: 13	13A-RI	EQUEST FO	R PO I	TEMS		TIME:	14:27
TP -NUMBER- R 90162005 STAT: B INSTRS:	5 041613	14,500.00		V S101	50000	SKYWARD 1 4500 INDU	ENTERS INC. USTRIAL PARK S-SCHOOL BOA	RD.
WHAT:	SKYWARD TRAIL PARENTS AND TO USE THE MAND ACCESS S FROM THE NEW 10 SESSION (INING TO TRA STUDENTS ON NEW PARENT I STUDENT INFO V SKYWARD SY	AIN N HOW_ PORTALS_ DRMATION (STEM			, — : — ; — ; — ; — ; — ; — ; — ; — ; — ;	COST 14,500.	00
UPDATE PROC	CESSED. NEXT	?				TOTAL	14,500. TERML:	

AC CNTR-REQ# -DATEAMOUNT I 9016 2006 041613 14,400.00 V F05377000 FLA A & M UNIV -BD OF TRU REQ: 9016 FED PRGMS-SCHOOL BOARD GAS STAT: B SHP: FND-FUNC-OBJ-CNTR-PROJECT-PGM ORIG AMT DBGL-CR CURRENT COMMT 420 6300 310 9001 4221230 14,400.00 1520 2720 14,400.00	DIST: 20 FY: 13 13. REQUEST	FOR PURCHASE ORDER	TIME: 15:00
420 6300 310 9001 4221230 14,400.00 1520 2720 14,400.00	I 9016 2006 041613 14,400.00	V F05377000 FLA A & I REQ: 9016 FED PRGMS	M UNIV -BD OF TRUS
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		_,,	
		_,,	
	REQUEST FOR PO DISPLAYED. NEXT?	TOTAL	14,400.00 TERML: 8AWX

04-16-13 PO3:04 OUT

DIST: 20 H	Y: 13	13A-REQUEST I	FOR PO	ITEMS		TIME:	15:00
TP -NUMBER- R 90162006	11 54 THURSTON	MOUNT REQ NUMI ,400.00		377000	VENDOR/CENT FLA A & M U CONTROLLER'	INIV -BD (
STAT: B INSTRS:	INV: ATTN: ROSE RAY	NAK/DM	REQ:	9016	FED PRGMS-S		RD GA
WHAT:	PROJECT BASED FOR UP TO 24 S' MORNING AND AF WORKSHOPS-ELEC' AND CONSTRUCTION	RIPTION————————————————————————————————————	S	_;	PRICE ,400.00	COST 14,400.	00
UPDATE PROC	ESSED. NEXT?				TOTAL	14,400. TERML:	

DIS	T:	20	FY:	13	3		13.	REQU	EST	FOR	PUI	RCHASE	OR	DER			TIM	E:	10:11
AC I		16	REQ# 5001 B		-DATI 0412			MOUNT 4,750			V	100850 REQ: 9 SHP: _	$000 \\ 016$	IMAG FED	INE	LEARN	ING,	INC	
					-CNTR- 9001							AMT 50.00		DBG 1520			RRENT		
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27	_	_		_		-		_		,	-350	_:_		TOT	AL		34,7	750	.00
REQ	UES	T F	OR P	O D	ISPL/	AYED	. NI	EXT?									TERM	Æ:	8AIM

04-12-13 A10:09 OUT

DIST: 20	FY: 13	13A-REQUE	EST FO	R PO I	TEMS		TIME:	10:11
TP -NUMBER R 9016500 STAT: B INSTRS:	1 041213 INV:	AMOUNT REQ 34,750.00	,	V 1008	50000	IMAGINE L 191 RIVER	ENTERS EARNING, IN PARK DRIVI S-SCHOOL BOA	NC. E
WHAT:	IMAGINE LEAD LICENSES. L. 2012–2013 SC GOOD FOR OND THE DATE OF ADDITIONAL I	ESCRIPTION———— RNING ANNUAL (2 ICENSES ARE FOR CHOOL YEAR AND E FULL YEAR FRO IMPLEMENTATION PROFESSIONAL_ TO TRAIN UP T	25)_ THE _ ARE _ M	1			COST 33,750	
WHEN:	2012-2013 S0 QT5755257190	CHOOL YEAR			,	TOTAL	34,750. TERML:	

DIS	ST: 2	20 F	Y: 1	3		13. RE	QUEST	FOR	PURCHASE	E ORD	ER		TIME:	10:37
AC I	90	ΓR-RE0 16 10 Γ: Β		-DAT 0415		AMOU 19,8	NT 50.00		V R07050 REQ: 9 SHP: _	0000	ROBSON	CORPOR		
	420	7700	641	9001		CCT-PG		14	·,—·—	1	BGL-C 520 272 520 272	0	RRENT CO 14,850 5,000	0.00
REC	UEST	r FOR	PO I	DISPLA	AYED.	NEXT	?						TERML:	8ANQ

04-15-13 A10:36 OUT

An

DIST: 20 FY: 13	13A-REQUEST FO	OR PO I	TEMS	TIME: 10:37
TP -NUMBERDATE- R 90161001 041513 STAT: B INV: INSTRS: ATTN: ROS		V R070	50000 ROBSON C 2231 WHI	
WHAT: FULL COLO THE FRONT SIGN WILL MONITORIN FOR PAREN NOTIFICAT AND PAREN INCLUDING	TONS ON ALL DISTRICT_ T ACTIVITIES GRADES RELEASE, F APPLICATIONS AND	1		
UPDATE PROCESSED. N	EXT?	: ()(-	TOTAL	19,850.00 TERML: 8ANQ

DI	51. 20	FY. I	3	13.	REQUEST	FOR P	UKCHASE	UKDEK		IIME.	19.01
AC I		-REQ# 1004 B	-DATE 04151		MOUNT 1,938.00		T006410	000 TALL 016 FED P	COMM	NTERSCOLL-CONTRA SCHOOL BOAL	ACTS/G
				PROJECT- 4221230			AMT 938.00	DBGL 1520 2		CURRENT CO 14,938	
			_			-,, -,,	:_				
	==					-,,	_:_				
						-,,	_:_				
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						.,,		TOTA	L	14,938	3.00
REC	QUEST I	FOR PO I	DISPLA	YED. NE	EXT?					TERML	: 8AVI

04-15-13 P03:00 OUT

DIST: 20	FY: 13	13A-R	EQUEST FO	R PO I	TEMS		TIME:	15:01
TP -NUMBER R 90161004 STAT: B		AMOUNT 14,938.00		V T006	9016 9016	TALL COMM T C C-CON	NTERS COLL-CONTE TRACTS & GE -SCHOOL BOA	RACTS/ RANTS
	ATTN: ROSE	RAYNAK/DM		on.				
WHAT:	SECONDARY S BIOTECHNOLO GRADE 9-12, A TWO DAY P OF 4 WORKSH	ACADEMIC _ IN SCIENCE TUDENTS THRO GY WORKSHOPS 15 STUDENTS PROGRAM WITH OPS	BY OUGH S S IN A TOTAL	1		4,938.00 		00
WHEN:	JUNE 1-30,	2013				·,·		
UPDATE PRO	CESSED. NEX	Т?		-	,	TOTAL	14,938. TERML:	

DIST: 20 FY: 1	14.	. PURCHASE ORDER		TIME: 08:13
AC NUMBER -DATE I 184759 04101	26,858.65 90	0163001 V C00220000	CDW GOVERN 230 N MILW	
FND-FUNC-OBJ 420 5100 644 420 5100 644	T-CNTR-PROJECT-PGM 4 0151 4212621 100 4 0041 4212621 100 4 0051 431263S 100	ORIG AMT 6,198.15 12,396.30 8,264.20	DBGL-CR 1520 2720 1520 2720 1520 2720	CURRENT ENCUM 6,198.15 12,396.30 8,264.20
77			TOTAL	26,858.65

TERML: 8ABX

PURCHASE ORDER DISPLAYED. NEXT?

DIST: 20 F	FY: 13	14A-I	PURCHASE (ORDER 1	TEMS		TIME: 08:12
TP -NUMBER- P 184759	- DATE- 041013	AMOUNT 26,858.65				CDW GOVE	ENTERS RNMENT, INC. LWAUKEE AVE
STAT: B INSTRS:	INV: N ATTN: ROSE	RAYNAK/DM		REQ:			S-SCHOOL BOARD GA
2520099	CONTRACT: FAGREEMENT A	PAEC AEPA AI AEPA 010 PJD6223 XGA	FFILIATE		UNIT	PRICE	COST 26,858.65
CHANGE/ENTE	ER ITEMS OR	NEXT ?	-		TOTAL	26,858.65 TERML: 8ABX	

SUMMARY SHEET

AGENDA ITEM NO. 8f

DATE OF SCHOOL BOARD MEETING: April 23, 2013

TITLE OF AGENDA ITEMS: Letter of Agreement with Gollahon Financial Services, Inc.

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the attached Letter of Agreement (LOA) between the School Board of Gadsden County and Gollahon Financial Services, Inc. The LOA would establish a contract wherein the Gollahon Financial Services, Inc. would provide the technical assistance to issue Certificates of Participation and other loan documents that will enable the District to secure adequate financing for capital projects such as the construction of a classroom wing and purchase of buses. The current rates established by a similar LOA with the Gadsden County Board of County Commissioners would be the basis for the amount of the contract.

FUND SOURCE: Capital Projects Fund

AMOUNT: Base Fee \$18,000; Variable Fee per \$1,000 borrowed over \$4 million \$1.00;

and separate fee for proposed \$1.1 million bus loan \$8,500

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

LETTER OF AGREEMENT BETWEEN THE SCHOOL BOARD OF GADSDEN COUNTY, FL AND GOLLAHON FINANCIAL SERVICES, INC.

This Letter of Agreement (the Agreement) is entered into as of this 23rd day of April, 2013, by and between The School Board of Gadsden County, Florida (the Board) and Gollahon Financial Services, Inc. (the Financial Advisor).

WHEREAS, the Board contemplates issuing bonds, notes and/or other debt instruments, and

WHEREAS, the Financial Advisor has demonstrated its experience in the issuance and sale of various types of debt financings and offers to provide financial advisory services to meet the needs of the Board.

THEREFORE, BE IT AGREED:

1. Scope of Services:

The Board retains the Financial Advisor to give certain assistance, advice and services in the issuance of bonds, bank loans, notes or other debt instruments until such financings are complete, and such services shall include but shall not be limited to the following:

Provide reports on the trends and financing alternatives in markets related to the financial activities of the Board.

Provide recommendations on the suitability of various financing alternatives involving the funding of the Board's capital needs.

Provide assistance in the preparation and the bidding or negotiation of debt incurred by or on behalf of the Board, including but not limited to gas tax revenue bonds, sales tax revenue bonds, lease revenue bonds, certificates of participation, general obligation bonds, refunding bonds, bank loans and short term notes.

Help assemble and coordinate a finance team to plan, execute and close the optimal financing for the Board. Create and maintain a timetable and distribution list of the Board's finance team.

Recommend a competitive or negotiated sale, and provide a plan for marketing, timing and structuring the sale to provide best available interest rates and terms.

Prepare various requests for proposals and bidding documents. Review and summarize the responses to the proposals for bank loans, investment banking services, credit and liquidity providers, or other services associated with the Board's financing needs.

Create performance benchmarks against which to compare proposals and the results of financial transactions. This includes recommending appropriate refunding levels for existing debt.

Prepare presentations and/or packages to be submitted to major credit rating agencies or bond insurance companies, as needed.

Review all legal and offering documents associated with the Board's financings, including loan agreements, bond resolutions, trust agreements, registrar or paying agent agreements, escrow deposit agreements, and such other similar documents necessary, related or incidental to the proposed financing; provided, however, that such review and comment shall be made only in the capacity of a financial advisor and shall not be construed as legal advice nor shall the Board rely upon such advice or comment in lieu of consulting an attorney.

Solicit bids or quotes to provide for the investment of the Board's construction proceeds and/or refunding escrows that result from debt issues contemplated herein or for other investments as requested by the Board. The Financial Advisor understands that compensation for providing investment services related to construction proceeds associated with the issuance of tax-exempt securities by the Board is expected to be provided by the investment provider in accordance with the limits set forth in the arbitrage rules of the U.S. Tax Code.

Provide assistance in the efficient and timely closing of all financial transactions. Prepare a report and opinion as to fairness of the pricing of the debt with respect to a negotiated sale and presentation thereof to the Board.

Represent the Board, if requested, as an expert witness for financial matters in relation to a proposed financing for validation hearings and attend any judicial hearings in relation thereto.

Assist in developing, designing and producing promotional materials and financial analyses in connection with bond referenda.

Other services to the Board as may be appropriate to the role of the Financial Advisor including assisting with questions and issues of a general nature not directly related to a particular issuance of debt.

2. Fees for Financial Advisory Services:

The following fees shall be paid to the Financial Advisor for professional services involving the planning, sale and closing of a specific tax-exempt or taxable financing:

Base Fee per financing: \$ 18,000

PLUS

Variable Fee per \$1,000 borrowed over \$4 million \$ 1.00

The separate fee for the proposed \$1.1 million "School Bus" loan shall be \$8,500.

For services not related to a specific financing, the following hourly rates apply:

James Gollahon, Financial Advisor \$ 150

Expenses:

The Financial Advisors' out-of pockets expenses (excluding out-of-state travel) shall be included in the above fee schedule. Expenses for out of state travel, if needed and approved by the Board, will be billed at cost.

In addition to the financial advisor's fees, the Board will be responsible for all the expenses of a financing, including but not limited to, bond counsel and legal fees, rating agency fees, bond insurance premiums, printing, accounting, engineering, paying agent registrar and bank fees.

Investment of Funds:

Should the Board require the Financial Advisor's assistance with the investment of Bond Proceeds and/or other monies, a fee shall be charged not to exceed the maximum fee allowed for such services as outlined in applicable U.S. Treasury Regulations in effect at the time the investment is made, or such lesser fee as negotiated with the Board.

Length of the Agreement:

The term of this agreement shall commence on April 23, 2013 and shall remain in force for a period of three years from such date. Upon mutual agreement between the parties, the contract may be extended for additional one, two or three year periods upon approval by the Board. However, should either of the parties to the agreement elect to terminate the agreement, said agreement may be terminated, for cause or

convenience, by the electing party's provision of sixty (60) days written notice to the other party.

IN WITNESS to the acceptance of this agreement, the Board and the Financial Advisor have caused the presents to be executed by their duly authorized officers and representatives as of the day and year above written.

The School Board of Gadsden County, FL		Gollahon Financial Services, Inc.					
Ву:	Date:	By:					
Name:		Name: James Gollahon					
Title:		Title: Financial Advisor					

LETTER OF AGREEMENT BETWEEN THE GADSDEN COUNTY BOARD OF COUNTY COMMISSIONERS AND GOLLAHON FINANCIAL SERVICES, INC.

This Letter of Agreement (the Agreement) is entered into as of this 18th day of December, 2012, by and between the Gadsden County, Florida Board of County Commissioners (the Board) and Gollahon Financial Services, Inc. (the Financial Advisor).

WHEREAS, the Board contemplates issuing bonds, notes and/or other debt instruments, and

WHEREAS, the Financial Advisor has demonstrated its experience in the issuance and sale of various types of debt financings and offers to provide financial advisory services to meet the needs of the Board.

THEREFORE, BE IT AGREED:

1. Scope of Services:

The Board retains the Financial Advisor to give certain assistance, advice and services in the issuance of bonds, bank loans, notes or other debt instruments until such financings are complete, and such services shall include but shall not be limited to the following:

Provide reports on the trends and financing alternatives in markets related to the financial activities of the Board.

Provide recommendations on the suitability of various financing alternatives involving the funding of the Board's capital needs.

Provide assistance in the preparation and the bidding or negotiation of debt incurred by or on behalf of the Board, including but not limited to gas tax revenue bonds, sales tax revenue bonds, lease revenue bonds, certificates of participation, general obligation bonds, refunding bonds, bank-loans and short-term notes.

Help assemble and coordinate a finance team to plan, execute and close the optimal financing for the Board. Create and maintain a timetable and distribution list of the Board's finance team.

Recommend a competitive or negotiated sale, and provide a plan for marketing, timing and structuring the sale to provide best available interest rates and terms.

Prepare various requests for proposals and bidding documents. Review and summarize the responses to the proposals for bank loans, investment banking services, credit and liquidity providers, or other services associated with the Board's financing needs.

Create performance benchmarks against which to compare proposals and the results of financial transactions. This includes recommending appropriate refunding levels for existing debt.

Prepare presentations and/or packages to be submitted to major credit rating agencies or bond insurance companies, as needed.

Review all legal and offering documents associated with the Board's financings, including loan agreements, bond resolutions, trust agreements, registrar or paying agent agreements, escrow deposit agreements, and such other similar documents necessary, related or incidental to the proposed financing; provided, however, that such review and comment shall be made only in the capacity of a financial advisor and shall not be construed as legal advice nor shall the Board rely upon such advice or comment in lieu of consulting an attorney.

Solicit bids or quotes to provide for the investment of the Board's construction proceeds and/or refunding escrows that result from debt issues contemplated herein or for other investments as requested by the Board. The Financial Advisor understands that compensation for providing investment services related to construction proceeds associated with the issuance of tax-exempt securities by the Board is expected to be provided by the investment provider in accordance with the limits set forth in the arbitrage rules of the U.S. Tax Code.

Provide assistance in the efficient and timely closing of all financial transactions. Prepare a report and opinion as to fairness of the pricing of the debt with respect to a negotiated sale and presentation thereof to the Board.

Represent the Board, if requested, as an expert witness for financial matters in relation to a proposed financing for validation hearings and attend any judicial hearings in relation thereto.

Assist in developing, designing and producing promotional materials and financial analyses in connection with bond referenda.

Other services to the Board as may be appropriate to the role of the Financial Advisor including assisting with questions and issues of a general nature not directly related to a particular issuance of debt.

2. Fees for Financial Advisory Services:

The following fees shall be paid to the Financial Advisor for professional services involving the planning, sale and closing of a specific tax-exempt or taxable financing:

Refunding of Sales Tax Revenue Refunding Bond, Series 2010: \$ 23,000

Additional Financings:

Base Fee per financing: \$ 18,000

PLUS

Variable Fee per \$1,000 borrowed over \$4 million \$ 1.00

For services not related to a specific financing, the following hourly rates apply:

James Gollahon, Financial Advisor \$ 150

Expenses:

The Financial Advisors' out-of pockets expenses (excluding out-of-state travel) shall be included in the above fee schedule. Expenses for out of state travel, if needed and approved by the Board, will be billed at cost.

In addition to the financial advisor's fees, the Board will be responsible for all the expenses of a financing, including but not limited to, bond counsel and legal fees, rating agency fees, bond insurance premiums, printing, accounting, engineering, paying agent registrar and bank fees.

Investment of Funds:

Should the Board require the Financial Advisor's assistance with the investment of Bond Proceeds and/or other monies, a fee shall be charged not to exceed the maximum fee allowed for such services as outlined in applicable U.S. Treasury Regulations in effect at the time the investment is made, or such lesser fee as negotiated with the Board.

3. Length of the Agreement:

The term of this agreement shall commence on December 18, 2012 and shall remain in force for a period of three years from such date. Upon mutual agreement between the parties, the contract may be extended for additional one, two or three year periods upon approval by the Board. However, should either of the parties to the agreement elect to terminate the agreement, said agreement may be terminated, for cause or

convenience, by the electing party's provision of sixty (60) days written notice to the other party.

IN WITNESS to the acceptance of this agreement, the Board and the Financial Advisor have caused the presents to be executed by their duly authorized officers and representatives as of the day and year above written.

Gadsden County Board of County Commissioners

Gollahon Financial Services, Inc.

By Tay of M Date: 2-19-13 By:

Date:12/18/12

Name: Douglas M. Croley

Name: James Gollahon

Title: Chairman

Title: Financial Advisor

Attest:

Marcella Blacker for
Nicholas Thomas, Clark

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. ______8g

DATE OF SCHOOL BOARD MEETING: April 23, 2013

TITLE OF AGENDA ITEMS: Insurance - Property for 2012-2013

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for property insurance coverage changes for the 2012-2013 fiscal year to include the following:

1) Change deductible from \$50,000 to \$100,000.

2) Change coinsurance from 100% to 90%.

3) Change causes of loss from Premium to Basic (see attached descriptions)

4) Make changes effective May 1, 2013.

Description	Current Coverage	Recommended Coverage			
Property Valuation	\$107,306,380	\$147,755,595			
Deductible	\$50,000	\$100,000			
Causes of Loss	Premium	Basic			
Premium	\$336,151	\$342,538			

FUND SOURCE: Capital Improvements Fund

AMOUNT: Net change for this fiscal year \$2,667.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

Loc	Bldg	Address	Occupancy	Current Limit	Appraisal	Premium 100% Coins Special, \$50,000 Ded	Premium 100% Coins Special, \$100,000 Ded	Premium 100% Coins Basic, \$50,000 Ded	Premium 100% Coins Basic, \$100,000 Ded	90% New Limit	80% New Limit
		Max Walker Complex				390000, 330,000 000	Special, 3100,000 Dea	basic, 930,000 Dec	5830, \$100,000 520		
1	1	35 Martin Luther King Boulevard Quincy, FL	Administrative Office	1,421,000	2,875,000	\$7,482	\$6,925	\$5,991	\$5,474	2,587,500	2,300,000
1	2	35 Martin Luther King Boulevard Quincy, FL	Freezer Building	127,000	217,000	\$639	\$592	\$458	\$416	195,300	173,600
1	3	35 Martin Luther King Boulevard Quincy, FL	Warehouse	1,492,000	1,634,000	\$4,356	\$4,018	\$3,516	\$3,200	1,470,600	1,307,200
1	4	35 Martin Luther King Boulevard Quincy, FL	Freezer Building	194,000	311,000	\$894	\$827	\$669	\$608	279,900	248,800
1	5	35 Martin Luther King Boulevard Quincy, FL	Family Information/Resource Center	216,000	222,000	\$892	5818	5764	5694	199,800	177,600
1	6	35 Martin Luther King Boulevard Quincy, FL	Personell Department	112,000	207,000	\$905	\$834	5681	\$618	186,300	165,600
		Maintenance									
2	1	805 S. Stewart Street Quincy, FL	Maintenance	611,000	1,037,000	\$2,900	\$2,717	\$2,172	\$2,007	933,300	829,600
		Carter Parramore									
3	1	631 S. Stewart Street	Administration/Library/Classroom	3,358,000	4,810,000	\$19,255	\$16,871	\$16,745	\$14,579	4,329,000	3,848,000
3	2	631 S. Stewart Street Quincy, FL	Classrooms	836,000	1,358,000	\$4,079	\$3,602	\$3,353	\$2,939	1,222,200	1,086,400
3	3	631 S. Stewart Street Quincy, FL	Cafeteria	816,000	1,156,000	\$6,252	\$5,457	\$5,570	\$4,833	1,040,400	924,800
3	4	631 S. Stewart Street Quincy, FL	Gym	1,311,000	1,599,000	\$7,966	\$6,941	\$7,131	\$6,181	1,439,100	1,279,200
3	5	631 S. Stewart Street Quincy, FL	Child care	437,000	775,000	\$3,106	\$2,726	\$2,699	\$2,355	697,500	620,000
3	6	631 S. Stewart Street Quincy, FL.	Lab	493,000	825,000	\$2,235	\$1,985	\$1,806	\$1,593	743,400	660,800
3	7	631 S. Stewart Street Quincy, FL	Press box	9,099	19,000	\$80	\$71	\$69	\$62	17,100	15,200
		Chattahoochee Elememtary									
4	1	335 Maple Street Chattahoochee, FL	Administration/Classroom	3,751,000	7,382,000	\$19,577	\$17,890	\$15,974	\$14,394	6,643,800	5,905,600
		Greensboro Elementary									
5	1	559 Greensboro Highway Greensboro, FL	Gym	1,532,000	1,663,000	\$8,628	\$7,723	\$7,838	\$6,955	1,496,700	1,330,400
5	2	559 Greensboro Highway Greensboro, FL	Clinic	274,000	326,000	\$1,013	\$929	\$733	\$659	293,400	260,800
5	3	559 Greensboro Highway Greensboro, FL	Field House	126,000	251,000	\$1,019	\$921	\$898	\$803	225,900	200,800
5	4	559 Greensboro Highway Greensboro, FL	Equipment Storage	7,400	8,400	\$35	\$33	\$30	\$28	7,560	
5	5	559 Greensboro Highway Greensboro, FL	Press Box	19,000	25,000	\$130	\$118	\$118	\$106	22,500	20,000
5	б	559 Greensboro Highway Greensboro, FL	Office	425,000	907,000	\$2,571	\$2,350	\$2,017	\$1,813	816,300	725,600

Loc Ble	dg	Address	Occupancy	Current Limit	Appraisal	Premium 100% Coins Special, \$50,000 Ded	Premium 100% Coins Special, \$100,000 Ded	Premium 100% Coins Basic, \$50,000 Ded	Premium 100% Coins Basic, \$100,000 Ded	90% New Limit	80% New Limit
5 7	7	559 Greensboro Highway Greensboro, FL	Media Center Building	819,000	1,619,000	\$4,430	\$4,023	\$3,579	\$3,199	1,457,100	1,295,200
5 8	8	559 Greensboro Highway Greensboro, FL	North & West Building	1,883,000	3,370,000	\$9,138	\$8,293	\$7,504	\$6,703	3,033,000	2,696,000
5 9	9	559 Greensboro Highway Greensboro, FL	Cafeteria	734,000	1,329,000	\$5,020	\$4,516	\$4,349	\$3,864	1,196,100	1,063,200
		Gretna Elementary									
6 1	1	706 MLK Jr. Blvd Gretna, FL	Classrooms	597,000	1,172,000	\$3,196	\$2,901	\$2,611	\$2,332	1,054,800	937,600
6	2	706 MLK Jr. Blvd Gretna, Fl.	Administration	1,147,000	1,600,000	\$4,462	\$4,072	\$3,594	\$3,229	1,440,000	1,280,000
6	3	706 MLK Jr. Blvd Gretna, FL	Classrooms	854,000	1,495,000	\$4,079	53,704	\$3,330	\$2,975	1,345,500	1,196,000
6 4	4	706 MLK Jr. Blvd Gretna, FL	Classrooms	550,000	994,000	\$2,709	\$2,459	\$2,215	\$1,979	894,600	795,200
6	5	706 MLK Jr. Blvd Gretna, FL	Cafeteria	771,000	1,186,000	\$4,529	\$4,076	\$3,859	\$3,427	1,067,400	948,800
		Havana Elementary									
7	1	705 US 27 South Havana, FL	Classrooms	423,000	705,000	\$2,863	\$2,587	\$2,511	\$2,246	634,500	564,000
7 - 2	2	705 US 27 South Havana, FL	Classrooms	405,000	608,000	\$2,468	\$2,230	\$2,166	\$1,937	547,200	486,400
7 3	3	705 US 27 South Havana, FL	Classrooms	426,000	645,000	\$2,624	\$2,371	\$2,301	\$2,057	581,400	516,800
7	4	705 US 27 South Havana, FL	Classrooms	403,000	575,000	\$2,335	\$2,111	\$2,048	\$1,831	517,500	460,000
7	5	705 US 27 South Havana, FL	Cafeteria	735,000	918,000	\$5,216	\$4,665	\$4,692	\$4,157	826,200	734,400
7	6	705 US 27 South Havana, FL	Administration	1,219,000	2,264,000	\$6,238	\$5,692	\$5,051	\$4,541	2,037,600	1,811,200
7	7	705 US 27 South Havana, FL	Excep. Ed Room	371,000	612,000	\$1,670	\$1,516	\$1,365	\$1,219	550,800	489,600
7	8	705 US 27 South Havana, FL	Classrooms	738,000	1,089,000	\$2,970	\$2,697	52,424	\$2,165	980,100	871,200
		George Munroe Elementary							#20,153		
			A destruction of Reflect	101.000	227.000	4000	*****	2000		***	2447304
8	1	1830 W. King Street Quincy, FL	Administraton/Clinic	181,000	233,000	\$739	5679	\$502	\$451	209,700	186,400
8	2	1830 W. King Street Quincy, FL	Cafetorium	741,000	971,000	\$5,080	\$4,548	\$4,590	\$4,072	873,900	776,800
8	3	1830 W. King Street Quincy, FL	Classrooms	501,000	752,000	\$2,921	\$2,634	\$2,562	52,285	676,800	601,600
3	4	1830 W. King Street Quincy, FL	Boiler Room	19,000	20,000	579	\$73	\$69	\$63	18,000	16,000
8	5	1830 W. King Street Quincy, FL	Boiler Room	22,000	22,000	\$60	\$55	\$50	\$46	19,800	17,600
8	6	1830 W. King Street Quincy, FL	Classrooms	147,000	210,200	\$818	\$737	\$711	\$633	189,180	168,160
8	7	1830 W. King Street Quincy, FL	Classrooms	507,000	770,300	\$2,991	\$2,698	\$2,619	\$2,336	693,270	616,240

Lac B	3ldg	Address	Occupancy	Current Limit	Appraisal	Premium 100% Coins Special, \$50,000 Ded	Premium 100% Coins Special, \$100,000 Ded	Premium 100% Coins Basic, \$50,000 Ded	Premium 100% Coins Basic, \$100,000 Ded	90% New Limit	80% New Limit
8	8	1830 W. King Street Quincy, FL	Classrooms	98,000	134,500	\$523	\$471	\$457	\$407	121,050	107,600
8	9	1830 W. King Street Quincy, Fl.	Classrooms	514,000	786,300	\$3,052	\$2,753	\$2,673	\$2,385	707,670	629,040
8	10	1830 W. King Street Quincy, FL	Boiler Room	22,000	22,000	\$60	\$55	\$50	\$46	19,800	17,600
8	11	1830 W. King Street Quincy, FL	Classrooms	821,000	1,553,000	\$4,076	\$3,721	\$3,321	\$2,986	1,397,700	1,242,400
8	12	1830 W. King Street Quincy, FL	Classroom/Library	678,000	1,095,000	\$2,888	\$2,637	\$2,330	\$2,095	985,500	876,000
8	13	1830 W. King Street Quincy, FL	Office/Lunchroam/Restroams	548,000	819,000	\$2,165	\$1,978	\$1,737	\$1,563	737,100	655,200
8	14	1830 W. King Street Quincy, FL	Classrooms	564,000	1,070,000	\$2,810	\$2,566	\$2,288	\$2,057	963,000	856,000
		Old Quincy High School Complex									
9	1	500 W. King Street Quincy, FL	Band/Music	229,000	506,000	\$1,963	\$1,772	\$1,724	\$1,538	455,400	404,800
9	2	500 W. King Street Quincy, FL	Cafeteria	508,000	722,000	\$2,556	\$2,306	\$2,196	\$1,956	649,800	577,600
9	3	500 W. King Street Quincy, FL	Gym	1,074,000	1,557,000	\$4,865	\$4,40B	\$4,137	\$3,697	1,401,300	1,245,600
9	4	500 W. King Street Quincy, FL	Classrooms	1,028,000	2,854,000	\$11,052	\$9,972	\$9,622	\$8,584	2,568,600	2,283,200
9	5	500 W. King Street Quincy, FL	Administration/Classrooms	1,255,000	2,039,000	\$7,893	\$7,097	\$6,869	\$6,102	1,835,100	1,631,200
9	6	500 W. King Street Quincy, FL	Classrooms	689,881	593,000	\$2,299	\$2,075	\$2,010	\$1,793	533,700	474,400
9	7	500 W. King Street Quincy, FL	Classrooms	421,000	395,000	\$1,529	\$1,381	\$1,320	\$1,179	355,500	316,000
		Shanks Middle									
10	1	1400 W. King Street Quincy, FL	Administration	768,000	1,397,000	\$3,884	\$3,443	\$3,052	52,681	1,257,300	1,117,600
10	2	1400 W. King Street Quincy, FL	Classrooms	971,000	1,974,000	\$5,309	\$4,706	\$4,308	\$3,794	1,776,600	1,579,200
10	3	1400 W. King Street Quincy, FL	Classrooms	2,038,000	3,847,000	\$10,345	\$9,175	\$8,394	\$7,396	3,462,300	3,077,600
10	4	1400 W. King Street Quincy, FL	Cafeteria	1,329,000	2,515,000	\$9,085	\$8,002	\$7,744	\$6,778	2,263,500	2,012,000
10	5	1400 W. King Street Quincy, FL	Gym	2,432,000	3,876,000	\$12,487	\$10,970	\$10,537	59,192	3,488,400	3,100,800
10	5	1400 W. King Street Quincy, FL	Band	459,000	850,000	\$2,293	\$2,035	\$1,837	\$1,619	765,000	680,000
10	7	1400 W. King Street Quincy, FL	Classrooms	622,000	1,165,000	\$3,134	\$2,778	\$2,546	52,242	1,048,500	932,000
10	8	1400 W. King Street Quincy, FL	Classrooms	634,000	1,202,000	\$3,233	52,867	\$2,625	\$2,313	1,081,800	961,600
10	9	1400 W. King Street Quincy, FL	Clinic	247,000	306,000	\$1,374	\$1,212	\$1,087	\$949	275,400	244,800
		Gadsden Vo-Tech									
11	1	201 MLK, Jr. Blvd Quincy, FL	Carpet/Mas Shop	638,000	771,000	\$2,055	\$1,877	\$1,681	\$1,514	693,900	616,800

Loc Blo	lg Address	Occupancy	Current Limit	Appraisal	Premium 100% Coins Special, \$50,000 Ded	Premium 100% Coins Special, \$100,000 Ded	Premium 100% Coins Basic, \$50,000 Ded	Premium 100% Coins Basic, \$100,000 Ded	90% New Limit	80% New Limit
11 2	201 MLK, Jr. Blvd Quincy, FL	Plumb/Elec. Shop	632,000	790,000	\$2,108	\$1,928	\$1,717	\$1,547	711,000	632,000
11 3	201 MLK, Jr. Blvd Quincy, FL	Auto Mechanic	487,000	792,000	\$2,127	\$1,943	\$1,703	\$1,532	712,800	633,600
11 4	201 MLK, Jr. Blvd Quincy, FL	Farm Mechanic	1,168,000	2,152,000	\$5,787	\$5,294	\$4,600	\$4,144	1,936,800	1,721,600
11 5	201 MLK, Jr. Blvd Quincy, FL	Administration	732,000	1,108,000	\$3,028	\$2,760	\$2,382	52,134	997,200	886,400
	Stewart Street Elementary									
12 1	831 S. Stewart Street Quincy, FL	Administration/Library	458,000	681,000	\$1,914	\$1,747	\$1,469	\$1,315	612,900	544,800
12 2	831 S. Stewart Street Quincy, FL	Cafeteria	644,000	1,053,000	\$3,759	\$3,393	\$3,204	\$2,854	947,700	842,400
12 3	831 S. Stewart Street Quincy, FL	Classrooms	650,000	1,035,000	\$2,730	\$2,493	\$2,214	\$1,990	931,500	828,000
12 4	831 S. Stewart Street Quincy, FL	Classrooms	826,000	1,323,000	\$3,489	\$3,185	\$2,827	\$2,541	1,190,700	1,058,400
12 5	831 S. Stewart Street Quincy, FL	Classrooms	866,000	1,402,000	\$3,697	\$3,376	\$2,996	\$2,694	1,261,800	1,121,600
12 6	831 S. Stewart Street Quincy, FL	Classrooms	791,000	1,228,000	53,238	\$2,956	\$2,625	\$2,359	1,105,200	982,400
	St. John's Elementary									
13	4463 Bainbridge Highway Quincy, FL	Administration	1,042,000	1,444,000	\$2,579	\$2,324	\$2,126	\$1,910	1,299,600	1,155,200
13	4463 Bainbridge Highway Quincy, FL	Classrooms	1,019,000	1,896,000	\$5,030	\$4,591	\$4,057	\$3,646	1,706,400	1,516,800
13	3 4463 Bainbridge Highway Quincy, FL	Cafeteria	562,000	675,800	\$3,576	\$3,203	\$3,183	52,823	608,220	540,640
13	4463 Bainbridge Highway Quincy, FL	Classrooms/Library	1,057,000	1,521,000	\$4,033	53,683	\$3,255	\$2,925	1,368,900	1,216,800
	Transportation									
14	1 720 S. Stewart Street Quincy, FL	Bus Garage	1,309,000	1,976,000	\$5,308	\$4,964	\$4,132	\$3,815	1,778,400	1,580,800
	Havana Middle									
15	1 1100 9th Avenue, East Havana, FL	Administraton/Classrooms	724,000	1,185,000	\$3,410	\$3,033	\$2,685	\$2,369	1,066,500	948,000
15	2 1100 9th Avenue, East Havana, FL	Media Center	707,000	1,619,000	\$3,117	\$2,779	\$2,549	\$2,261	1,457,100	1,295,200
15	3 1100 9th Avenue, East Havana, Fl.	Classrooms	552,000	1,115,000	\$3,094	\$2,733	\$2,533	52,221	1,003,500	892,000
15	4 1100 9th Avenue, East Havana, FL	Classrooms	1,300,000	2,505,000	\$6,949	\$6,136	\$5,686	\$4,985	2,254,500	2,004,000
15	5 1100 9th Avenue, East Havana, FL	Classrooms	538,000	800,000	\$2,223	\$1,963	\$1,806	\$1,582	720,600	640,000
15	5 1100 9th Avenue, East Havana, FL	Classrooms	607,000	1,138,000	\$3,159	\$2,790	\$2,587	\$2,268	1,024,200	910,400
15	7 1100 9th Avenue, East Havana, FL	Classrooms	484,000	1,018,000	\$2,824	\$2,493	\$2,313	\$2,027	916,200	814,400

Loc	Bldg	ş Address	Occupancy	Current Limit	Appraisal	Premium 100% Coins Special, \$50,000 Ded	Premium 100% Coins Special, \$100,000 Ded	Premium 100% Coins Basic, \$50,000 Ded	Premium 100% Coins Basic, \$100,000 Ded	90% New Limit	80% New Limit
15	8	1100 9th Avenue, East Havana, FL	Cafeteria	1,039,000	2,042,000	\$7,868	\$6,884	\$6,795	\$5,904	1,837,800	1,633,600
15	9	1100 9th Avenue, East Havana, FL	Gym	1,807,000	3,160,000	\$10,695	\$9,425	\$9,102	\$7,972	2,844,000	2,528,000
		East Gadsden High									
16	1	27001 Blue Star Memorial Highway Havana, FL	Administrative - Building 100	814,000	1,620,000	\$4,610	\$4,097	\$3,666	\$3,235	1,458,000	1,296,000
16	2	27001 Blue Star Memorial Highway Havana, FL	Media - Building 200	984,000	2,076,000	\$5,726	\$5,071	\$4,577	\$4,019	1,868,400	1,660,800
16	3	27001 Blue Star Memorial Highway Havana, Fl.	Classrooms - Building 300	2,683,000	4,034,000	\$11,170	\$9,861	\$9,152	\$8,020	3,630,600	3,227,200
16	4	27001 Blue Star Memorial Highway Havana, FL	Classrooms - Building 400	3,434,000	5,268,000	\$14,587	\$12,877	\$11,948	\$10,470	4,741,200	4,214,400
16	5	27001 Blue Star Memorial Highway Havana, FL	Cafeteria - Building 500	2,175,000	3,719,000	\$14,278	\$12,489	\$12,362	\$10,739	3,347,100	2,975,200
16	6	27001 Blue Star Memorial Highway Havana, FL	Gym - Building 600	2,671,000	4,550,000	\$15,378	\$13,551	\$13,119	\$11,490	4,095,000	3,640,000
16	7	27001 Blue Star Memorial Highway Havana, FL	ROTC - Building 700	907,000	1,450,000	\$4,015	\$3,546	\$3,291	52,884	1,305,000	1,160,000
16	8	27001 Blue Star Memorial Highway Havana, FL	Vo-Tech - Building 800	2,080,000	3,166,000	\$8,767	\$7,740	57,182	\$6,295	2,849,400	2,532,800
16	9	27001 Blue Star Memorial Highway Havana, FL	Band - Building 900	1,136,000	1,402,000	\$3,882	\$3,427	\$3,176	\$2,783	1,261,800	1,121,600
16	10	27001 Blue Star Memorial Highway Havana, FL	Office/Classrooms/Restrooms (Bldg 1000)	540,000	712,000	\$1,973	\$1,742	\$1,620	\$1,419	640,800	569,600
16	11	27001 Blue Star Memorial Highway Havana, FL	Press Box - BLDG 1100	34,000	20,000	597	\$86	\$87	\$77	18,000	16,000
		West Gadsden High									
17	1	200 Providence Road Greensboro, FL	Administration Bldg	1,047,925	1,228,000	\$3,533	\$3,140	\$2,789	\$2,459	1,105,200	982,400
17	2	200 Providence Road Greensboro, FL	Media Bldg	1,110,383	1,389,383	\$3,850	\$3,405	53,085	\$2,706	1,250,445	1,111,506
17	3	200 Providence Road Greensboro, FL	Vo-Tech and Classrooms	5,239,872	4,728,000	\$13,100	\$11,566	\$10,717	\$9,394	4,255,200	3,782,400
17	4	200 Providence Road Greensboro, FL	Gym	3,007,837	3,280,000	\$11,091	\$9,773	\$9,456	\$8,282	2,952,000	2,624,000
17	5	200 Providence Road Greensboro, FL	Music and Cafetorium	4,474,598	4,890,000	\$18,775	\$16,422	\$16,218	\$14,090	4,401,000	3,912,000
17	6	200 Providence Road Greensboro, FL	Classrooms	4,618,385	4,164,000	\$11,536	\$10,186	\$9,439	\$8,274	3,747,600	3,331,200
				107,306,380	164,172,883					147,755,595	131,331,586
				\$336,151	307,147,8,300	\$513,689	\$458,997	\$428,909	5379,384	147,733,595	131,331,366
				A		80000	ALL AND ALL	S. Land Sound	<i>9317,</i> 304		
				90 % Coins		\$491,087	\$438,801	\$410,037	\$362,691		
				80 % Coins		5473,621	\$423,195	\$395,454	\$349,792		

Table 3-1 Causes of Loss Covered or Not Covered Under Basic, Broad, Special Forms

Note: Each covered cause of loss is subject to restrictions or conditions stated in the Section which amplifies each

CAUSE OF LOSS	SECTION	BASIC FORM	BROAD FORM	SPECIAL FORM
Fire	3.031	Covered	Covered	Covered
Lightning	3 032	Covered	Covered	Covered
Explosion	3 033	Covered	Covered	Covered
Windstorm or Hail	3 034	Covered	Covered	Covered
Smoke	3.035	Covered	Covered	Covered
Aircraft or Vehicles	3.036	Covered	Covered	Covered
Riot or Civil Commotion	3 037	Covered	Covered	Covered
Vandalism	3.038	Covered	Covered	Covered
Sprinkler Leakage	3 039	Covered	Covered	Covered
Sinkhole Collapse	3.040	Covered	Covered	Covered
Volcanic Action	3 041	Covered	Covered	Covered
Falling Objects	3.042	Not Covered	Covered	Covered
Weight of Ice, Snow or Sleet	3.043	Not Covered	Covered	Covered
Water Damage	3.044	Not Covered	Covered	Covered
Collapse	3.045	Not Covered	Covered	Covered
Limited Fungus, Wet or Dry Rot and Bacteria	3.046	Covered	Covered	Covered
All Other Causes Not Excluded	3.047	Not Covered	Not Covered	Covered

3.031 FIRE.

This is a covered cause of loss in all forms.

The named perils forms state "fire" is a covered cause of loss without definition or elaboration

Standard dictionary definitions include

The phenomenon of combustion as manifested in light, flame and heat and in heating, destroying and altering effects...

State, process or instance of combustion in which fuel or other material is ignited and combined with oxygen, giving off light, heat and flame.

Without combustion, no amount of heat which causes damage is a "fire."

SUMMARY SHEET

Rusmiter

RECOMMENDAT	TION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA
AGENDA ITEM N	10a 10a
DATE OF SCHOO	DL BOARD MEETING: April 23, 2013
TITLE OF AGENI	DA ITEM: Transportation Department Roofing Project
DIVISION: Facil	ities
This is a CO	ONTINUATION of a current project, grant, etc.
over on the buildin	UMMARY OF ITEM: For Board approval to install 7100 sq. ft. of roogs of the Transportation Department. We will piggyback GCSB biding two portables at GTI) awarded to Commercial Roofing Company \$5.13 per sq. ft.
FUND SOURCE:	Capital Outlay
AMOUNT: \$36, 42	23.00
PREPARED BY:	Wayne Shepard
POSITION:	Director of Facilities
INTERN	AL INSTRUCTIONS TO BE COMPLETED BY PREPARER
Number of C	ORIGINAL SIGNATURES NEEDED by preparer.
SUPERINTENDEN	Γ'S SIGNATURE: page(s) numbered
CHAIRMAN'S SIG	NATURE: page(s) numbered
Be sure that the COM	MPTROLLER has signed the budget page.
	This form is to be duplicated on light blue paper.



P.O. BOX 20068
TALLAHASSEE, FLORIDA 32316
PHONE (850) 576-7890
CELL (850) 567-3664
FAX (850) 926-4441
crcoffice@commercialroofingco.net
WWW.COMMERCIALROOFINGCO.NET

March 15, 2013

Gadsden County School Board Attn: Wayne Sheppard 35 Martin Luther King Jr. Blvd. Quincy, FL 32351

To Whom It May Concern:

Please see the following bid information on February 14, 2013. We bid a TPO roof system with specifications to mechanically attach 1" ISO Insulation. mechanically attach 060 TPO roofing system per manufacturer's specifications, replace all perimeter coping metal and furnish a 15 year "standard" labor and materials warranty. There was 3900 square feet on this project Gadsden Technical Institute Buildings 99.58 & 99.59. We bid this project at a rate of \$5.13 per square foot. We were the lowest bidder by \$.58 per square foot, which is the difference of \$2,235.00.

At Commercial Roofing Company, we realize the amount of school board expenses it takes to bid a project and are willing to take our last square foot numbers which were low bidders for Gadsden Technical Institute Buildings 99.58 & 99.59 and transfer them to the next project at the Gadsden County School Board Bus Garage Office. This project is 7100 square feet at a rate of \$5.13 per square foot, which totals \$36,423.00.

The project specifications are the same except for this project (Bus Garage Office) it will require an extra ½" ISO Insulation and 1 ½" Flute Fill Insulation. We are willing to add this extra insulation and no additional cost to the Gadsden County School Board.

Thank you for your consideration in using our company for this project. Our company has valued you as a customer for the last 25 years.

Sincerely,

Keith Logan

Keith Logan President

Attachment





P.O. Box 20068 TALLAHASSEE, FLORIDA 32316 (850) 576-7890 CELL (850) 567-3664 Fax (850) 926-4441 CRCOFFICE@COMMERCIALROOFINGCO.NET WWW.COMMERCIALROOFINGCO.NET

Specializing in Residential & Commercial

0001027007		Spe	
PROPOSAL SUBMITTED TO	DATE		PHONE
Gadsden County School Board	3/15/13		627-9888
35 Martin Luther King Jr. Blvd.	GCSB Bus	Garage Office	e
CITY, STATE, ZIP CODE	JOB LOCATION	om ago om o	
Quincy, FL 32351	SPECIAL REQUESTS/	COMMENTS	
875-8795	SPECIAL REQUESTS	COMMENTS	
We hereby submit specifications and estimates for:			
TPO Quote: ➤ Install 1 ½" ISO Insulation ➤ Install 1 ½" Flute Fill Insulation ➤ Mechanically Attach 060 TPO per manufac ➤ Install new coping metal around perimeter of ➤ Reflash all HVAC's and plumbing stacks ➤ Furnish a 15 year "Standard" Labor and Ma 7100 sq ft at a rate of \$5.13	of building		
## Propose hereby to furnish materials and labor - complete in accordance	e with the above spe	cifications, for the	sum of:
		dollars	\$36,423.00
Payment to be made as follows: Within 15 days of compl	letion	_	
All material is guaranteed to be as specified. All work to be completed in workmanlike involving extra costs will be discussed with owner, and will become an extra charge over our control. Owner to carry fire, tornado, and other necessary insurance. Our workers Should payment not be made as set forth above, interest shall accrue from the date of fir In the event suit shall be brought for the collection hereof, or the same has to be collected such collection in an amount not less that 33-1/3 of the amount due. Any warranty given on above job becomes non-transferable.	and above the estima are fully covered by V al performance at the	te. All agreements co Vorkmen's Compens highest rate allowed	ontingent upon strikes, accidents or delays beyond ation Insurance. by the laws of the State.
Authorized		Note: This press	sal may be withdrawn by us if not accepted
Signature Keith Logan		within 15 days.	sai may oc withdrawn by us it not accepted
Acceptance of Proposal: The above prices, specifications and condition specified. Payment will be made as outlined above. Signature Date	ns are satisfactory ar		ted. You are authorized to do the work as

Date of Acceptance:

SUMMARY SHEET

Busante

RECOMMENDATION TO SUPER	INTENDENT FOR SCHOOL BOARD AGENDA
AGENDA ITEM NO. 10b	
DATE OF SCHOOL BOARD MEET	ΓING: April 23, 2013
TITLE OF AGENDA ITEM: Install	ation of Sonitrol at George Munroe Elementary
DIVISION: Facilities	
This is a CONTINUATION of	f a current project, grant, etc.
and labor for the initial installation.	EM: For Board approval of the installation of an e Munroe Elementary School. Cost includes material Monthly monitoring fees are extra. Are in place and utilized for 98% of our buildings and
FUND SOURCE: 379	
AMOUNT: \$9,004.00	
PREPARED BY: Wayne Shepard	
POSITION: Director of Facility	ities
INTERNAL INSTRUCTIO	ONS TO BE COMPLETED BY PREPARER
Number of ORIGINAL SIGNA	TURES NEEDED by preparer.
SUPERINTENDENT'S SIGNATURE:	page(s) numbered
CHAIRMAN'S SIGNATURE: page(s)	numbered
Be sure that the COMPTROLLER has s	signed the budget page.
This form is to	be duplicated on light blue paper.



\$2500 Performance PROMISE

redwire PROMISES to pay the first \$2500 of any loss if a forced entry is not detected and the proper authority is not notified. Refer to the Warranty Program for a full description.

Unconditional Money-Back PROMISE

redwire PROMISES to give a full refund of your installation fee and remove our equipment from your premises if you are dissatisfied with redwire within six (6) months of the initial installation.

False Alarm PROMISE*

redwire PROMISES to pay for any false alarm fine (or represent you in canceling) that was dispatched by redwire & not caused by your personnel or the telephone provider.

Service PROMISE*

- redwire PROMISES 24/7 service
- redwire PROMISES a 2 hour emergency service response within primary service area
- redwire PROMISES \$50 if emergency service response time exceeds 2 hours within primary service area
- redwire PROMISES that your premises will not go unprotected security guard or alternate protection will be provided if we are unable to repair your system



Toll Free 877.371.9473

'Promise excludes misuse or abuse of the system, fire, food, or an Act of God beyond the control of redwire

George W Munroe - Campus Security Wayne Sheppard **West King Street**

Intrusion Detection System

Qty	Description		Price	Extended Price
1	Office & Campus:		\$0.00	\$0.00
1	30-V Series New Installation, Incli	udes:	\$550.00	\$550.00
1	10 Zone Security Panel w/ (1) LCl Network Dialer	D Icon Keypad,	\$0.00	\$0.00
1	AXIS Network Camera		\$0.00	\$0.00
1	DMP Wireless Hi-Gain Receiver		\$0.00	\$0.00
1	Wireless Interior Motion		\$0.00	\$0.00
3	DMP Universal Door Contact		\$0.00	\$0.00
1	Interior Siren		\$0.00	\$0.00
1	Battery 12V 7.5AH		\$0.00	\$0.00
2	Wireless Repeater		\$425.00	\$850.00
2	12 Volt DC Wall Plug-in Power Su	ipply for Repeater	\$33.00	\$66.00
64	DMP Wireless Door Contacts		\$49.00	\$3,136.00
1			\$0.00	\$0.00
1	Cafeteria:		\$0.00	\$0.00
1	30-V Series New Installation, Incli	udes:	\$550.00	\$550.00
1	10 Zone Security Panel w/ (1) LCI Network Dialer	D Icon Keypad,	\$0.00	\$0.00
1	AXIS Network Camera		\$0.00	\$0.00
1	DMP Wireless In-line Receiver		\$0.00	\$0.00
2	Wireless Interior Motion		\$0.00	\$0.00
1	Interior Siren		\$0.00	\$0.00
1	Battery 12V 7.5AH		\$0.00	\$0.00
1	DMP Wireless Glassbreak		\$175.00	\$175.00
04/02/13	Kerri West 8	50-205-5011	SONQ12	700 Page 1

Qty	Description	Price	Extended Price
9	DMP Wireless Door Contact	\$49.00	\$441.00
1		\$0.00	\$0.00
1	Media Center:	\$0.00	\$0.00
1	30-V Series New Installation, Includes:	\$550.00	\$550.00
1	10 Zone Panel w/ (1) LCD Icon Keypad, Network Dialer	\$0.00	\$0.00
1	AXIS Network Camera	\$0.00	\$0.00
1	Transformer 24V 40VA	\$0.00	\$0.00
1	DMP Wireless In-line Receiver	\$0.00	\$0.00
2	Wireless Interior Motion	\$0.00	\$0.00
1	Interior Siren	\$0.00	\$0.00
1	Battery 12V 7.5AH	\$0.00	\$0.00
14	DMP Wireless Door Contact	\$49.00	\$686.00
6	Installation Labor	\$0.00	\$0.00
6	Installation Labor	\$0.00	\$0.00
50	Installation Labor	\$40.00	\$2,000.00
		Total	\$9,004.00

Monthly fee to include:

Lifetime Equipment Warranty (Parts and Labor)
24-7 UL Central Station Monitoring
2 Hour Emergency Service Response Promise*
False Alarm Promise
6 Month Money Back Promise
\$2500 Performance Promise
Free Email Alerts
redwire Connect

\$149.85/Month

04/02/13 Kerri West 850-205-5011 SONO

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SUMMARY SHEET

RECOMMENDATI	ON TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA
AGENDA ITEM NO). 10c
DATE OF SCHOOL	L BOARD MEETING: April 23, 2013
TITLE OF AGEND School Merger	A ITEM: Spot Survey for Havana Elementary School/Havana Middle
DIVISION: Facilit	ies
This is a CO	NTINUATION of a current project, grant, etc.
wing at existing Hav	MMARY OF ITEM: For Board approval of spot survey done for new rana Middle School for Pre-K thru 3 rd grade students to merge Havana vana Middle populations together. CRA Architects
FUND SOURCE:	379
AMOUNT: \$14,95	50.00
PREPARED BY:	Wayne Shepard
POSITION:	Director of Facilities
INTERNA	AL INSTRUCTIONS TO BE COMPLETED BY PREPARER
Number of O	RIGINAL SIGNATURES NEEDED by preparer.
SUPERINTENDENT	"S SIGNATURE: page(s) numbered
CHAIRMAN'S SIGN	NATURE: page(s) numbered
Be sure that the COM	IPTROLLER has signed the budget page.
	This form is to be duplicated on light blue paper.

District Name:

GADSDEN COUNTY SCHOOL DISTRICT

Survey:

Number 3 - Version 3

Facility Name:

HAVANA MIDDLE (NEW)

Address:

1100 E 9TH AVENUE, HAVANA

	Existing	Recommended
Capital Outlay Classification	1 - SCHOOL RECOMMENDED FOR CONTINUED USE	1 - SCHOOL RECOMMENDED FOR CONTINUED USE
Facility Use	MIDDLE	COMBINATION
Low Grade	PRE-K E S E	PRE-K E S E
High Grade	GRADE 8	GRADE 8
Comments		

	Existing	Student Stations Added/Reduced(+ or -)	Recommended
Perm. Stations	575	249	824
Reloc. Stations	0	0	0
Mod. Stations	0	0	0
Total Stations	575	249	824
Utilization Factor	90%		90%
School Capacity	517 '	1	741
COFTE Student Membership	187	1	711
Survey Annotation	Classroom, 1 Elementary ESE Resource Rooms, 1 to accomodate All Primary Building 9 is to be used as students, employees and and the Gadsden Co. Hea	y Classrooms, 2 Primary Skills Labs, Art Classroom, 1 Elementary Covere ESE PT/OT Lab, 1 ESE Pre-K Classry Students from Havana Elementary. Is a school based health clinic, to provide a school based h	d Play Area with Storage, 2 room, and 3 Resource Rooms ide primary health services for sden County School Board

New Site Cost	Site Expansion	Site Development	Site Improvement	Remodeling Cost	Renovation Cost	New Construction Cost
\$0	\$0	\$200,000	\$100,000	\$10,000	\$845,000	\$8,694,189
			Estimated Total	al Project Cost	\$9,84	19,189

HAVANA MIDDLE (NEW)	Parcel	Building	Description	Total NSF	Change In Station Count	Calculated Cost	Cost Per NSF	Cost Per Station
New Construction 2013			New Construction: Adding 16 units of PRIMARY CLASSROOM (K-3) (882 NSF), 2 units of PRIMARY SKILLS LAB (K-3) (882 NSF), 1 unit of ELEMENTARY P E STORAGE (315 NSF), 1 unit of ELEMENTARY COVERED PLAY AREA (2500 NSF), 3 units of RESOURCE ROOM (290 NSF), 1 unit of ART - ELEMENTARY (1110 NSF), 1 unit of MUSIC - ELEMENTARY (11560 NSF), 1 unit of E S E PRE-K (475 NSF), 1 unit of E S E PT/OT LAB (475 NSF), 2 units of E S E RESOURCE (380 NSF), 8 units of STUDENT RESTROOM (MALE) (50 NSF)	30,741	293	\$8,694,189	\$283	\$29,673
Remodeling 2013	20		Removed NSF (5067), Added NSF (0), Difference NSF (5067), Percent (100%), Removed Stations (44), Added Stations (0) Remodeling: Removing Room 902 (529 NSF), Room 905 (113 NSF), Room 906 (183 NSF), Room 906A (60 NSF), Room 907 (997 NSF), Room 910 (61 NSF), Room 911 (2740 NSF), Room 913 (95 NSF), Room 914 (73 NSF), Room 915 (216 NSF)	-5,067	-44	\$10,000	\$2	\$0
Renovation 2013		- 1	Renovating: Apply HVAC Systems to the entire facility HAVANA MIDDLE (NEW).	103,489	0	\$650,000	\$6	\$0
Renovation 2013		1	Renovating: Apply Floor Cover to the entire facility HAVANA MIDDLE (NEW).	103,489	0	\$195,000	\$2	\$0

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SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO.

11a

DATE OF SCHOOL BOARD MEETING: April 23, 2013

TITLE OF AGENDA ITEM: Pre-K – 12 Adopted Courses

DIVISION: PK-12 Education

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

PURPOSE AND SUMMARY OF ITEM:

(Type and Double Space)

List of the Pre-K -12 adopted courses for the 2013 – 2014 school year.

FUND SOURCE: NA

AMOUNT: NA

PREPARED BY: Sylvia R. Jackson, Ed.D.

POSITION: PK-12 Director

4ml

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER	2013
Number of ORIGINAL SIGNATURES NEEDED by preparer.	APR
SUPERINTENDENT'S SIGNATURE: page(s) numbered	0
CHAIRMAN'S SIGNATURE: page(s) numbered	70
	9-
	ç
	4-

GADSDEN COUNTY PUBLIC SCHOOLS

Building a Brighter Future

2013/2014 Adopted Course List

> Elementary (PK-5) Middle (6-8) High (9-12)

TAKEN FROM COURSES LISTED IN THE PUBLISHED FLDOE 2013/14 COURSE DIRECTORY

APRIL 2013

Section 3: Grades Pre-K to 12 Education Courses

Grades PreK to 5 Education Courses

Middle School Grades 6-8

Secondary Grades 9-12

Art/Visual Arts	
Computer Education	
Dance	
Drama/Theatre Arts	
Graded Self-Contained	
Health Education	
Language Arts	
Mathematics	
IVIGOIO	
Physical Education	
Science	
Social Studies	
Study Hall	
World Languages	
• • •	

SECTION 3 GRADES PK-5

COURSE	ABBREVIATED TITLE	GRADES PREK TO 5 EDU COURSE	ICATION COURSES			
NUMBER		LEVEL/LENGTH		CERTIFIC	ATION	
ART-VISU	JAL ARTS					
æ5001010	ART - GRADE K	/Y	ART	6	ART ED	@3 @6
æ5001020	Art - Grade Kindergarten ART - GRADE 1	/Y	ART	6	ART ED	@3 @6
æ5001030		/Y	ART	6	ART ED	@3 @6
æ5001040		/Y	ART	6	ART ED	@3 @6
æ5001050	Art - Intermediate 1 ART - INTERM 2	/Y	ART	6	ART ED	@3 @6
æ5001060	Art - Intermediate 2 ART - INTERM 3 Art - Intermediate 3	/Y	ART	6	ART ED	@3 @6
	SELF CONTAINED					
		PREKINDERGAR	RTEN		_	
5100520	DIST HEAD START District Head Start	/Y		ED !B R CDA EQUIV,	PRESCH ED PK PRIMARY SEE SEC. 1:PREK BA LDREN WITH DISABILI	SIC DEF.
5100530	DIST TITLE 1 PK District Title 1 Prekindergart	/Y en	INCLUSIVE CDA OR C E CHILD PRIMARY	SETTING, SE DA EQUIVALE ED !0 ED !B	E SECTION 1, PREK E	XCEPTIONAL A H
5100560	PK OTHER Prekindergarten Other	/Y	INCLUSIVE E CHILD PRIMARY FOR CDA O	SETTING, SE ED !0 ED !B R CDA EQUIV,	E SECTION 1, PREK E PRESCH ED PK PRIMARY SEE SEC. 1:PREK BA	EXCEPTIONAL A H ASIC DEF.
		3/8/13 Page 2	IF PROGRA	M SERVES CHI	CONCIA MILL DISABILI	TIES AS AN

Page 90 of 238

GRADES PREK TO 5 EDUCATION COURSES

			TO 5 EDUCATION	COURSES		
COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH		CERTIFICATI	ON	
5100570	SCHOOL READINESS School Readiness	/Y		INCLUSIVE SETTING, SEE SE FOR QUALIFCTN OF STAFF, S IF PROGRAM SERVES CHILDRE	SEE PREK BASIC EN WITH DISABI	DEFINITIONS LITIES AS AN
5100580	VPK-SCH YEAR PROG Voluntary Prekindergarten Ed - school year program	/Y ducation		INCLUSIVE SETTING, SEE CDA OR CDA EQUIVALENT BACHELORS DEGREE OR HI IN ANY OF THE FOLLOWIN SEE SEC.1, PREK BASIC BACHELORS DEGREE OR HI	GHER G AREAS DEFINITION	LONAL
5100590	VPK-SUMMER PROG Voluntary Prekindergarten Ed - summer program	/Y ducation		IN ELEMENTARY EDUCATION SEE SEC.1, PREK BASIC ASSOCIATES, OR HIGHER, DE ASSOCIATES OR HIGHER DEGE SEE SEC.1, PREK BASIC EDUCATIONAL CREDENTIAL SEE SEC.1, PREK BASIC IF PROGRAM SERVES CHILDRE INCLUSIVE SETTING, SEE SE BACHELORS DEGREE OR HILD IN ANY OF THE FOLLOWING SEE SEC.1, PREK BASIC BACHELORS DEGREE OR HILD IN ELEMENTARY EDUCATION SEE SEC.1, PREK BASIC IF PROGRAM SERVES CHILDRE INCLUSIVE SETTING, SEE SEE	DEFINITION EGREE IN CHILD REE IN AN UNREI DEFINITION S DEFINITION EN WITH DISABIN ECTION 1, PREK GHER G AREAS DEFINITION GHER N DEFINITION EN WITH DISABIN EN WITH DISABIN EN WITH DISABIN	LITIES AS AN EXCEPTIONAL
HEALTH E	DUCATION					
æ5008070	HEALTH - GRADE 5 Health - Grade 5	/Y		ELEM ED K ELEM ED @3	HEALTH	6
LANGUAGE						
æ5010010	ESOL E English for Speakers of Otho Language-Elementary	/Y		ELEM ED K/ESOL E PK PRIMARY H/ESOL E ESOL @6 PRIMARY ED B/ESOL E		
				ELEM ED @ 3/ESOL E ENGLISH @3/ESOL E WORLD LANGUAGE/ESOL E		
æ5010020	FNC BAS SKLS READ E	/Y	3/8/13 Page 3	ELEM ED @3	ENG @3	

GRADES PREK TO 5 EDUCATION COURSES

COURSE	ABBREVIATED TITLE	GRADES PREK TO 5 EDI COURSE	JCATION COURSES
NUMBER	COURSE TITLE	LEVEL/LENGTH	CERTIFICATION
	Functional Basic Skills in Re Elementary	ading-	READING 6 PRIMARY ED @B PK PRIMARY H ELEM ED K READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HG
æ5010030	FNC BAS SKLS COMMS E Functional Basic Skills in Communications-Elementary	/Y	ELEM ED @3 ENG @3 READING 6 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5010041	LANG ARTS GRADE K Language Arts-Grade Kindergar	/Y	READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HG ELEM ED @3 ENGLISH @3 PRIMARY ED @B PK PRIMARY H ELEM ED K E CHILD ED !0
æ5010042	LANG ARTS GRADE 1 Language Arts-Grade One	/Y	ELEM ED @3 ENGLISH @3 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5010043	LANG ARTS GRADE 2 Language Arts-Grade Two	/Y	ELEM ED @3 ENGLISH @3 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5010044	LANG ARTS GRADE 3 Language Arts-Grade Three	/Y	ELEM ED @3 ENGLISH @3 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5010045	LANG ARTS GRADE 4 Language Arts-Grade Four	/Y	ELEM ED @3 ENGLISH @3 ELEM ED K
æ5010046	LANG ARTS GRADE 5 Language Arts-Grade Five	/Y	ELEM ED @3 ENGLISH @3 ELEM ED K MG ENG C(5TH GRADE ONLY)
MATHEMAT	TCS		
æ5012020	MATH GRADE K Mathematics - Grade Kindergar	/Y	ELEM ED K PRIMARY ED @B PK PRIMARY H E CHILD ED !0 ELEM ED @3
æ5012030	MATH GRADE ONE Mathematics - Grade One	/Y	ELEM ED K PRIMARY ED @B PK PRIMARY H MATH @3 ELEM ED @3
æ5012040	MATH GRADE TWO Mathematics - Grade Two	/Y	ELEM ED K PRIMARY ED @B PK PRIMARY H MATH @3 ELEM ED @3
æ5012050	MATH GRADE THREE Mathematics - Grade Three	/Y	ELEM ED K PRIMARY ED @B PK PRIMARY H MATH @3 ELEM ED @3
æ5012060	MATH GRADE FOUR Mathematics - Grade Four	/Y	ELEM ED K MATH @3 ELEM ED @3
		3/8/13 Page 4	

SECTION 3			PREK TO 5 EDUCATION COURSES		GRADES	PK-3
COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE L	COURSE EVEL/LENGTH		CERTIFICATION		
æ5012070	MATH GRADE FIVE Mathematics - Grade Five	/Y	ELEM ED ELEM ED MG MATH C	K @3 (5TH GRADE ONLY)	MATH	@3
MUSIC						
æ5013060	MUSIC - GRADE K	/Y	MUSIC ED	@3	VOC MUS	@6
æ5013070	Music - Grade Kindergarten MUSIC - GRADE 1	/Y	MUSIC MUSIC ED	6 @3	VOC MUS	@6
æ5013080	Music - Grade 1 MUSIC - GRADE 2	/Y	MUSIC ED	6 @3	VOC MUS	@6
æ5013090		/Y	MUSIC MUSIC ED	6 @3	VOC MUS	@6
æ5013100	Music - Intermediate 1 MUSIC-INTERM 2	/Y	MUSIC MUSIC ED	6 @3	VOC MUS	@6
æ5013110	Music - Intermediate 2 MUSIC-INTERM 3 Music - Intermediate 3	/Y	MUSIC MUSIC ED MUSIC	6 @3 6	VOC MUS	@6
PHYSICAL	EDUCATION					
æ5015000	E ADAP PE IEP/504 Elementary Adaptive Physical Ed IEP or 504 Plan	/Y ucation	ANY FIELD	WHEN CERT REFLE	CTS BACHELO	OR/HIGHER
æ5015020	PHYSICAL EDUCATION K Physical Education - Grade K	/Y	ANY FIELD	WHEN CERT REFLE	CTS BACHELO	OR/HIGHER
æ5015030	PHYSICAL EDUCATION 1	/Y	ANY FIELD	WHEN CERT REFLE	CTS BACHELO	OR/HIGHER
æ5015040	Physical Education - Grade 1 PHYSICAL EDUCATION 2	/Y	ANY FIELD	WHEN CERT REFLE	CTS BACHELO	OR/HIGHER
æ5015050	Physical Education - Grade 2 PHYSICAL EDUCATION 3	/Y	ANY FIELD	WHEN CERT REFLE	CTS BACHELO	OR/HIGHER
æ5015060	Physical Education - Grade 3 PHYSICAL EDUCATION 4	/Y	ANY FIELD	WHEN CERT REFLE	CTS BACHELO	OR/HIGHER
æ5015070	Physical Education - Grade 4 PHYSICAL EDUCATION 5 Physical Education - Grade 5	/Y	ANY FIELD	WHEN CERT REFLE	CTS BACHELO	OR/HIGHER

DEC1 #011			
		CDADEC DREV TO E EDUCATION COURCE	FC
		GRADES PREK TO 5 EDUCATION COURS	ES
COLIDEE	ADDDEN TATED TITLE	COURCE	

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	CERTIFICATION
SCIENCE			
æ5020010	SCIENCE GRADE K Science - Grade K	/Y	PRIMARY ED @B PK PRIMARY H ELEM ED K E CHILD ED !0 ELEM ED @3
æ5020020	SCIENCE GRADE ONE Science - Grade One	/Y	ELEM ED @3 SCIENCE @3 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5020030	SCIENCE GRADE TWO Science - Grade Two	/Y	ELEM ED @3 SCIENCE @3 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5020040	SCIENCE GRADE THREE Science - Grade Three	/Y	ELEM ED @3 SCIENCE @3 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5020050	SCIENCE GRADE FOUR	/Y	ELEM ED @3 SCIENCE @3
æ5020060	Science - Grade Four SCIENCE GRADE FIVE Science - Grade Five	/Y	ELEM ED K ELEM ED @3 SCIENCE @3 MG GEN SCI C(5TH GRADE ONLY) ELEM ED K
SOCIAL S	TUDIES		
æ5021020	SOC STUDIES K Social Studies Grade K	/Y	ELEM ED K SOC ST @3 PRIMARY ED @B PK PRIMARY H ELEM ED @3 E CHILD ED !0
æ5021030	SOC STUDIES 1 Social Studies Grade 1	/Y	ELEM ED @3 SOC ST @3 PRIMARY ED @B PK PRIMARY H ELEM ED K
æ5021040	SOC STUDIES 2 Social Studies Grade 2	/Y	ELEM ED
æ5021050	SOC STUDIES 3 Social Studies Grade 3	/Y	ELEM ED @3 SOC ST @3 PRIMARY ED @B PK PRIMARY H
æ5021060	SOC STUDIES 4 Social Studies Grade 4	/Y	ELEM ED K ELEM ED @3 SOC ST @3 ELEM ED K MG SOC SCI C(5TH GRADE ONLY)
æ5021070	SOC STUDIES 5 Social Studies Grade 5	/Y	ELEM ED @3 SOC ST @3 ELEM ED K

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SECTION 3		GRADES PK-5
	GRADES PREK TO 5 EDUCATION COURSES	

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	CERTIFICATION
	,		
STUDY H	ALL 		
5022000	STUDY HALL E Study Hall-Elementary	/Y	ANY FIELD
WORLD L/	ANGUAGES		
æ5007020	SPANISH E Spanish-Elementary	/Y	SPANISH @4 6 ELEM ED @3/PROF IN SPANISH ELEM ED K/PROF IN SPANISH PK PRIMARY/PROF IN SPAN

Section 3: Grades Pre-K to 12 Education Courses

Elementary (Grades PreK-5)

Grades 6 to 8 Education Courses

Secondary Grades 9-12

Art/Visual Arts
Computer Education
Dance
Drama/Theatre Arts
Exploratory and Experiential Education
Graded Self-Contained
Health Education
anguage Arts
ibrary Media
Mathematics
Ausic
Peer Counseling
Physical Education
Research and Critical Thinking
Science
Social Studies
Study Hall
emporary Instructional Placement
Vorld Languages
• •

COURSE

NUMBER

GRADES 6 TO 8 EDUCATION COURSES COURSE LEVEL/LENGTH

ABBREVIATED TITLE COURSE TITLE

CERTIFICATION

ART-VISU	AL ARTS					
		ART COMPREHENSIVE				
æ0101005	M/J EXPLORING 2D ART	2/s	ART ED	@4	ART	6
æ0101010	M/J Exploring Two-Dimensional Art M/J 2-D STUDIO ART 1	2/Y	ART ED	@4	ART	6
æ0101020	M/J Two-Dimensional Studio Art 1 M/J 2-D STUDIO ART 2 M/J Two-Dimensional Studio Art 2	2/Y	ART ED	@4	ART	6
æ0101025	M/J 2D STUD ART 2 CP M/J Two-Dimensional Studio Art 2 &	2/Y	ART ED	@4	ART	6
æ0101026	Career Planning M/J 2D STUDIO ART 3 M/J Two-Dimensional Studio Art 3	2/Y	ART ED	@4	ART	6
		GRAPHIC DESIGN				
æ0103000	M/J DIG ART & DES 1	2/Y	ART	6	ART ED	@4
æ0103010	M/J Digital Art & Design 1 M/J DIG ART & DES 2	2/Y	ART	6	ART ED	@4
æ0103015	M/J Digital Art & Design 2 M/J DIG ART DGN 2 CP M/J Digital Art & Design 2 & Career	2/Y	ART	6	ART ED	@4
æ0103020	Planning M/J DIG ART DESIGN 3 M/J Digital Art and Design 3	2/Y	ART	6	ART ED	@4
-						
COMPUTER	EDUCATION					
0200220	M/J CPTR TRAN M/J Computer Education Transfer	2/Y	NA			

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	GRADES 6 TO 8 EDUCATION CO COURSE LEVEL/LENGTH	CERTIFICATION
DANCE			
æ0300000	M/J DANCE 1 M/J Dance 1 - Satisfies 1	-S PE REQ	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER DANCE 6
æ0300010	BEG 0910 M/J DANCE 2 M/J Dance 2 - Satisfies 1 BEG 0910	-S PE REQ	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER DANCE 6
æ0300020	M/J DANCE 3 M/J Dance 3 - Satisfies 1 BEG 0910	-S PE REQ	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER DANCE 6
DRAMA-TH	HEATRE ARTS		
æ0400000	M/J THEATRE 1 M/J Theatre 1	2/Y	ENG @3 DRAMA 1 ELEM ED K (SIXTH GRADE ONLY) MG ENG C MGIC ?C ENGLISH 1
æ0400010	M/J THEATRE 2 M/J Theatre 2	2/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) ENG @3 DRAMA 1 ELEM ED K (SIXTH GRADE ONLY) MG ENG C MGIC ?C ENGLISH 1
æ0400020	M/J THEATRE 3 M/J Theatre 3	2/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) ENG @3 DRAMA 1 ELEM ED K (SIXTH GRADE ONLY) MG ENG C MGIC ?C ENGLISH 1 ELEM ED @ 3 (SIXTH GRADE ONLY)
EXPLORAT	ORY AND EXPERIENTIAL EDUCA	TION	
		EXPERIENTIAL	
æ0500000	M/J PERS CAR SCH 1 M/J Personal, Career, and Development Skills 1	School 2/Y	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
æ0500002	M/J PERS CAR SCH C/P M/J Personal, Career, Sch	2/Y	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
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ABBREVIATED TITLE COURSE TITLE Development Skills 1 & Career M/J PERS CAR SCH 2 M/J Personal, Career, School Development Skills 2 M/J PER/CAR/SCH2 C/P M/J Personal, Career, School Development Skills 2 & Career M/J PERS CAR SCH 3 M/J PERSONAl, Career, School Development Skills 3 M/J PER/CAR/SCH3 C/P M/J Personal, Career, School Development Skills 3 & Career	2/Y 2/Y Planning 2/Y	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
M/J PERS CAR SCH 2 M/J Personal, Career, School Development Skills 2 M/J PER/CAR/SCH2 C/P M/J Personal, Career, School Development Skills 2 & Career M/J PERS CAR SCH 3 M/J Personal, Career, School Development Skills 3	2/Y 2/Y Planning 2/Y	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
M/J PER/CAR/SCH2 C/P M/J Personal, Career, School Development Skills 2 & Career M/J PERS CAR SCH 3 M/J Personal, Career, School Development Skills 3		ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
Development Skills 3		
Development Skills 3		ANY ETELD WHEN CERT REFLECTS RACHELOR/HTCHER
	Planning	ANT FILLD WHEN CENT REFLECTS BACHELOR/ HIGHER
	EXPLORATORY	
M/J EXPLOR WHEEL 1 M/J Exploratory Wheel 1 M/J EXPLOR WHEEL 2CP	2/s 2/s	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
Planning M/J EXPLOR WHEEL 3 M/J Exploratory Wheel 3	2/s	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
UCATION		
M/J HEALTH 1 M/J Health 1	2/Y	HEALTH ED @4 ELEM ED K (SIXTH GRADE ONLY) HEALTH 6
M/J HEALTH 2 M/J Health 2	2/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) HEALTH ED @4 ELEM ED K (SIXTH GRADE ONLY) HEALTH 6 ELEM ED @ 3 (SIXTH GRADE ONLY)
M/J HEALTH 3 M/J Health 3	2/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) HEALTH ED @4 ELEM ED K (SIXTH GRADE ONLY) HEALTH 6 ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED @ 3 (SIXTH GRADE ONLY)
	M/J EXPLOR WHEEL 1 M/J Exploratory Wheel 1 M/J EXPLOR WHEEL 2CP M/J Exploratory Wheel 2 and Ca Planning M/J EXPLOR WHEEL 3 M/J EXPLOR WHEEL 3 M/J Exploratory Wheel 3 UCATION M/J HEALTH 1 M/J Health 1 M/J Health 2 M/J Health 2	M/J EXPLOR WHEEL 1 2/S M/J Exploratory wheel 1 M/J EXPLOR WHEEL 2CP 2/S M/J Exploratory Wheel 2 and Career Planning M/J EXPLOR WHEEL 3 2/S M/J EXPLOR WHEEL 3 2/S M/J Exploratory wheel 3 2/S M/J Exploratory wheel 3 2/S M/J HEALTH 1 2/Y M/J HEALTH 2 2/Y M/J HEALTH 2 2/Y M/J HEALTH 3 2/Y

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COURSE NUMBER ABBREVIATED TITLE COURSE TITLE

GRADES 6 TO 8 EDUCATION COURSES COURSE LEVEL/LENGTH

CERTIFICATION

LANGUAGE	ARTS		
		REMEDIAL	
æ1000010	M/J INTENS READ (MC) M/J Intensive Reading (MC)	/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) READING 6 READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HGH
		ENGLISH	
æ1001010	M/J LANG ARTS 1 M/J Language Arts 1	2/Y	ENG @3 MG ENG C MGIC ?C ENGLISH 1 ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E MGIC ?C/ESOL E WORLD LANGUAGE/ESOL E ELEM ED K/ESOL E (SIXTH GRADE ONLY)
æ1001020	M/J LANG ARTS 1, ADV M/J Language Arts 1, Advanced	3/Y	ELEM ED @3/ESOL E (SIXTH GRADE ONLY) ENG @3 MG ENG C MGIC ?C ENGLISH 1 ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY)
æ1001040	M/J LANG ARTS 2 M/J Language Arts 2	2/Y	MG ENG C MGIC ?C ENGLISH 1 ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E WORLD LANGUAGE/ESOL E ELEM ED K/ESOL E (SIXTH GRADE ONLY)
æ1001050 æ1001070	M/J LANG ARTS 2, ADV M/J Language Arts 2, Advanced M/J LANG ARTS 3 M/J Language Arts 3	3/Y 2/Y 3/19/13	ELEM ED @3/ESOL E (SIXTH GRADE ONLY) MG ENG C MGIC ?C ENGLISH 1 MG ENG C MGIC ?C ENGLISH 1 ENG @3 ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY)
		Page 5	

GRADES 6 TO 8 EDUCATION COURSES COURSE LEVEL/LENGTH

COURSE ABBREVIATED TITLE NUMBER COURSE TITLE

CERTIFICATION

æ1001080	M/J LANG ARTS 3, ADV M/J Language Arts 3, Advanced	3/Y	ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E WORLD LANGUAGE/ESOL E ELEM ED K/ESOL E (SIXTH GRADE ONLY) ELEM ED @3/ESOL E (SIXTH GRADE ONLY) MGIC ?C/ESOL E MG ENG C MGIC ?C ENGLISH 1
		ENGLISH FOR SPEAKERS OF OTHER LANGU	AGES
æ1002000	M/J LANG ARTS 1 ESOL M/J Language Arts 1 Through ESOL	2/Y	ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E MGIC ?C/ESOL E WORLD LANGUAGE/ESOL E ELEM ED K/ESOL E (SIXTH GRADE ONLY)
æ1002010	M/J LANG ARTS 2 ESOL M/J Language Arts 2 Through ESOL	2/Y	ELEM ED @3/ESOL E (SIXTH GRADE ONLY) ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E MGIC ?C/ESOL E
æ1002020	M/J LANG ARTS 3 ESOL M/J Language Arts 3 Through ESOL	2/Y	WORLD LANGUAGE/ESOL E ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E MGIC ?C/ESOL E WORLD LANGUAGE/ESOL E

SECTION 3

COURSE ABBREVIATED TITLE NUMBER COURSE TITLE

GRADES 6 TO 8 EDUCATION COURSES COURSE LEVEL/LENGTH

CERTIFICATION

		READ	NG
æ1008010	M/J READ 1 M/J Reading 1	2/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) READING 6
æ1008020	M/J READ 1 ADV M/J Reading 1, Advanced	3/Y	READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HGH ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) READING 6
æ1008040	M/J READ 2 M/J Reading 2	2/Y	READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HGH ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) READING 6
æ1008050	M/J READ 2 ADV M/J Reading 2, Advanced	3/Y	READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HGH ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) READING 6
æ1008070	M/J READ 3 M/J Reading 3	2/Y	READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HGH ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) READING 6
æ1008080	M/J READ 3 ADV M/J Reading 3, Advanced	3/Y	READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HGH ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) READING 6
			READING E/ANY FLD WHEN CERT REFLECTS BACHLR OR HGH
MATHEMA	 TICS		
		RE	MEDIAL
æ1204000	M/J INTENS MATH (MC) M/J Intensive Mathematics (MC)	/Y	MATH 1 ELEM ED K (SIXTH GRADE ONLY) MG MATH C MGIC ?C ELEM ED @ 3 (SIXTH GRADE ONLY)

3/19/13 Page 7 SECTION 3

GRADES 6 TO 8 EDUCATION COURSES COURSE LEVEL/LENGTH

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	CERTIFICATION
		GENERAL MATHE	MATICS
æ1205010	M/J MATH 1 M/J Mathematics 1	2/Y	MATH @3 ELEM ED K (SIXTH GRADE ONLY) MG MATH C MGIC ?C MATH 1
æ1205020	M/J MATH 1 ADV M/J Mathematics 1, Advance	ad 3/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) MATH @3 ELEM ED K (SIXTH GRADE ONLY) MG MATH C MGIC ?C MATH 1
æ1205040 æ1205050 æ1205070	M/J Mathematics 2 M/J MATH 2, ADV M/J Mathematics 2, Advance	2/Y 3/Y 2/Y	ELEM ED @ 3 (SIXTH GRADE ONLY) MG MATH C MGIC ?C MATH 1 MATH 1 MG MATH C MGIC ?C MATH 1 MG MATH C MGIC ?C MATH 1 MG MATH C MGIC ?C
 MUSIC		ADVANCED MU	SIC
æ1300000 æ1300010	M/J MUS THEORY 1 M/J Music Theory 1 M/J MUS THEORY 2 M/J Music Theory 2	2/Y 2/Y	MUSIC ED @4 VOC MUS @6 INSTR MUS @4 @6 MUSIC 6 MUSIC ED @4 VOC MUS @6 INSTR MUS @4 @6 MUSIC 6
æ1301090	M/J EXPL MUSIC 1 M/J Exploring Music 1	2/Y	MUSIC ED @4 VOC MUS @6 INSTR MUS @4 @6 MUSIC 6 ELEM ED @ 3 (SIXTH GRADE ONLY)
æ1301100	M/J EXPL MUSIC 2 M/J Exploring Music 2	2/Y	ELEM ED K (SIXTH GRADE ONLY) MUSIC ED @4 VOC MUS @6 INSTR MUS @4 @6 MUSIC 6 ELEM ED @ 3 (SIXTH GRADE ONLY)
æ1301110	M/J EXPL MUSIC 3 M/J Exploring Music 3	2/Y	ELEM ED K (SIXTH GRADE ONLY) MUSIC ED @4 VOC MUS @6 INSTR MUS @4 @6 MUSIC 6 ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY)
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SECTION 3

COURSE

NUMBER

ABBREVIATED TITLE COURSE TITLE

GRADES 6 TO 8 EDUCATION COURSES COURSE LEVEL/LENGTH

CERTIFICATION

		INSTRUMENTAL M	MUSIC	
æ1302000	M/J BAND 1 M/J Band 1	2/Y	MUSIC ED @4 MUSIC 6	INSTR MUS @4 @6
æ1302010	M/J BAND 2	2/Y	MUSIC ED @4	INSTR MUS @4 @6
æ1302020	M/J Band 2 M/J BAND 3 M/J Band 3	2/Y	MUSIC 6 MUSIC ED @4 MUSIC 6	INSTR MUS @4 @6
		CHORAL MUSI	IC	
	M/J CHORUS 1 M/J Chorus 1	2/Y	MUSIC ED @4 MUSIC 6	INSTR MUS @4 @6
	M/J CHORUS 2 M/J Chorus 2 M/J CHORUS 3 M/J Chorus 3	2/Y 2/Y	MUSIC ED @4 MUSIC 6 MUSIC ED @4 MUSIC 6	INSTR MUS @4 @6 VOC MUS @6 INSTR MUS @4 @6 VOC MUS @6
PEER COU	JNSELING			
æ1400000	M/J PEER COUN 1	2/Y	ANY FIELD WHEN CERT RE	FLECTS BACHELOR/HIGHER
æ1400010	M/J Peer Counseling 1 M/J PEER COUN 2 M/J Peer Counseling 2	2/Y	ANY FIELD WHEN CERT RE	FLECTS BACHELOR/HIGHER
PHYSICAL	EDUCATION			
		ADAPTIVE		
æ1500000	M/J ADAP PE IEP/504 M/J Adaptive Physical IEP or 504 Plan (MC)	2/Y Education	ANY FIELD WHEN CERT RE	FLECTS BACHELOR/HIGHER

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PHYSICS

SCIENCE

BIOLOGY

CHEM

CHEM

MG GEN SCI

1

C

1

1

1

SECTION 3

ABBREVIATED TITLE

M/J Comprehensive Science 1

M/J Comprehensive Science 2

Accelerated Honors

æ2002070 M/J COMPRE SCI 2

2002085 M/J COMPSCI2 ACC HON

GRADES 6 TO 8 EDUCATION COURSES COURSE

COURSE LEVEL/LENGTH CERTIFICATION NUMBER COURSE TITLE **GENERAL** ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER æ1508000 M/J FITNESS GRADE 6 2/5 M/J Fitness - Grade 6 ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER æ1508600 M/J COMPRE GRDE 6/7 2/5 M/J Comprehensive - Grade 6/7 æ1508700 M/J COMPRE GDE 7/8 2/5 ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER M/J Comprehensive - Grade 7/8 2/Y ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER æ1700110 M/J AVID 6TH M/J AVID 6th ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER æ1700120 M/J AVID 7TH 2/Y M/J AVID 7th æ1700125 M/J AVID 7TH & C/P 2/Y ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER M/J AVID 7th & Career Planning æ1700130 M/J AVID 8TH 2/Y ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER M/J AVID 8th æ1700135 M/J AVID 8TH & C/P 2/Y ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER M/J AVID 8th & Career Planning SCIENCE GENERAL SCIENCES 2/Y @4 MG GEN SCI C æ2002040 M/J COMPRE SCI 1 BIOLOGY @3 @4 ?C M/J Comprehensive Science 1 SCIENCE MGIC PHYSICS 1 CHEM 1 ERTH/SPA S 1 BIOLOGY 1 ELEM ED @ 3 (SIXTH GRADE ONLY) ELEM ED K (SIXTH GRADE ONLY) 3/Y BIOLOGY CHEM 1 2002055 M/J COMPSCI1 ACC HON

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2/Y

3/Y

ERTH/SPA S 1

MG GEN SCI C

ERTH/SPA S 1 ERTH/SPA S 1

@4

?C

SCIENCE

PHYSICS

BIOLOGY

MGIC

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GRADES 6 TO 8 EDUCATION COURSES

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	GRADES 6 TO 8 EDUCATION COURSE LEVEL/LENGTH	COURSES	
	M/J Comprehensive Science 2 Accelerated Honors M/J COMPRE SCI 3 M/J Comprehensive Science 3 M/J COMPRE SCI 3 ADV M/J Comprehensive Science 3,	2/Y 3/Y Advanced	ERTH/SPA S 1 MG GEN SCI C SCIENCE @4 MGIC ?C PHYSICS 1 ERTH/SPA S 1 SCIENCE @4 MGIC ?C PHYSICS 1 ERTH/SPA S 1	PHYSICS 1 SCIENCE @4 MG GEN SCI C CHEM 1 BIOLOGY 1 MG GEN SCI C CHEM 1 BIOLOGY 1
SOCIAL S	TUDIES			
		AMERICAN AND WESTERN HEM	SPHERIC HISTORIES	
	M/J US HIST M/J United States History M/J US HIST ADV M/J United States History, A	2/Y 3/Y dvanced GEOGRAPH	HISTORY @1 MGIC ?C MG SOC SCI C HISTORY @1 ELEM ED K (SIXTH GRADE O	MG SOC SCI C SOCIAL SCI 1 MGIC ?C SOCIAL SCI 1 NLY)
		GEOGRAPH	Y	
æ2103010	M/J WORLD GEOG M/J World Geography	2/Y	MG SOC SCI C SOCIAL SCI 1 ELEM ED @ 3 (SIXTH GRADE ELEM ED K (SIXTH GRADE O	GEOGRAPHY @1 ONLY)
æ2103020	M/J WORLD GEOG ADV M/J World Geography, Advance	3/Y	MG SOC SCI C SOCIAL SCI 1 ELEM ED @ 3 (SIXTH GRADE ELEM ED K (SIXTH GRADE 0	MGIC ?C GEOGRAPHY @1 ONLY)
		POLITICAL SCI	ENCES	
æ2106010	M/J CIVICS M/J Civics	2/Y	MG SOC SCI C POL SCI @1 HISTORY @1	MGIC ?C SOCIAL SCI 1
æ2106020	M/J CIVICS ADV M/J Civics, Advanced	3/Y	MG SOC SCI C POL SCI @1 HISTORY @1	MGIC ?C SOCIAL SCI 1

3/19/13 Page 11 GRADES 6 TO 8 EDUCATION COURSES

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	CERTIFICATION
STUDY HA	ALL		
	M/J STUDY HALL 1	2/Y	ANY FIELD
2200010	M/J Study Hall 1 M/J STUDY HALL 2	2/Y	ANY FIELD
2200020	M/J Study Hall 2 M/J STUDY HALL 3 M/J Study Hall 3	2/Y	ANY FIELD
GRADED S	SELF-CONTAINED		
	M/J HMER M/J Homeroom	/z	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHE
TEMPORAR	RY INSTRUCTIONAL PLACEMENT		
	TEMP INSTR PL Temporary Instructional Place	/Z ement	ANY FIELD
WORLD LA			
		SPANISH	[
e0708000	M/J SPANISH BEG	2/Y	SPANISH @4 6
e0708010	M/J Spanish, Beginning M/J SPANISH INTERM	2/Y	SPANISH @4 6
e0708020	M/J Spanish, Intermediate M/J SPANISH ADV	2/Y	SPANISH @4 6
e0709000	M/J Spanish for Spanish Speal	2/Y kers,	SPANISH @4 6
e0709010	M/J Spanish for Spanish Speal	2/Y kers,	SPANISH @4 6
æ0709020	Intermediate M/J SPANISH SPEAKS A M/J Spanish for Spanish Speal Advanced	2/Y kers,	SPANISH @4 6

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Section 3: Grades Pre-K to 12 Education Courses

Elementary (Grades PreK-5)

Middle School Grades 6-8

Grades 9 to 12 and Adult Education Courses

Art/Visual Arts	
Computer Education	
Dance	
Drama/Theatre Arts	
Driver Education and Traffic Safety	
Experiential Education	
Health Education	
Humanities	
JROTC and Military Training	
Language Arts	
Leadership Skills Development	
Library Media	
Mathematics	
Music	
Peer Counseling	
Physical Education	
Research and Critical Thinking	
Science	
Social Studies	
Study Hall	
Femporary Instructional Placement	*************
Vorld Languages	

SECTION 3

COURSE

NUMBER

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

SUBJECT AREA MAXIMUM

GRADUATION COURSE LEVEL/LENGTH REQUIREMENTS

CREDIT

CERTIFICATION

ABBREVIATED TITLE

COURSE TITLE

ART-VISU	AL ARTS							
		AR	T COMPREHE	NSIVE				
æ0101300 æ0101310 æ0101320 æ0101330 æ0101340	2-D STUDIO ART 1 Two-Dimensional Studio Art 1 2-D STUDIO ART 2 Two-Dimensional Studio Art 2 2-D STUDIO ART 3 HON Two-Dimensional Studio Art 3 Honors 3-D STUDIO ART 1 Three-Dimensional Studio Art 1 3-D STUDIO ART 2 Three-Dimensional Studio Art 2	2/Y 2/Y 3/Y 2/Y 2/Y	PF PF PF PF	1.0 1.0 1.0 1.0	ART ED ART ED ART ED ART ED ART ED	@4 @4 @4 @4 @4	ART ART ART ART ART	6 6 6 6
æ0101350	3-D STUDIO ART 3 HON Three-Dimensional Studio Art 3	3/Y	PF	1.0	ART ED	@4	ART	6
	Honors	DF	RAWING/PAIN	ITING				
æ0104340	DRAW 1 Drawing 1	2/Y	PF	1.0	ART ED	@4	ART	6
æ0104350	DRAW 2 Drawing 2	2/Y	PF	1.0	ART ED	@4	ART	6
æ0104360	DRAW 3 HON Drawing 3 Honors	3/Y	PF	1.0	ART ED	@4	ART	6
æ0104370	PAINT 1	2/Y	PF	1.0	ART ED	@4	ART	6
æ0104380	Painting 1 PAINT 2	2/Y	PF	1.0	ART ED	@4	ART	6
æ0104390	Painting 2 PAINT 3 HON	3/Y	PF	1.0	ART ED	@4	ART	6
æ0104410	Painting 3 Honors FIG DRAW Figure Drawing	2/Y	PF	1.0	ART ED	@4	ART	6

COURSE

NUMBER

ABBREVIATED TITLE

COURSE TITLE

GRADES 9 TO 12 AND ADULT EDUCATION COURSES

COURSES MEETING

SUBJECT AREA MAXIMUM GRADUATION COURSE

CREDIT

LEVEL/LENGTH REQUIREMENTS

CERTIFICATION

			PHOTOGRAP	нү				
æ0108310	CREATIVE PHOTO 1	2/Y	PF	1.0	ART ED	@4	ART	6
æ0108320	Creative Photography 1 CREATIVE PHOTO 2	2/Y	PF	1.0	ART ED	@4	ART	6
æ0108330	Creative Photography 2 CREATIVE PHOTO 3 HON Creative Photography 3 Honors	3/Y	PF	1.0	ART ED	@4	ART	6
			PORTFOLI	0				
æ0109310	PORT DEV: DRAW HON	3/Y	PF	1.0	ART ED	@4	ART	6
æ0109320	Portfolio Development: Drawing Honors PORT DEV: 2D DES HON Portfolio Development: Two-	3/Y	PF	1.0	GRAPH ARTS ART ED GRAPH ARTS	@4	ART	6
æ0109330	Dimensional Design Honors PORT DEV: 3D DES HON Portfolio Development: Three- Dimensional Design Honors	3/Y	PF	1.0	ART ED GRAPH ARTS	@4 @4	ART	6
		ADVA	NCED PLACEM	ENT (AP)				
0100300	AP ART HIST Advanced Placement Art-History of	3/Y	PF	1.0	ART ED ART	@4 6	HUMANITIES	6
0104300	Art AP ART/DRAW PORT Advanced Placement Art-Drawing	3/Y	PF	1.0	ART ED	@4	ART	6
0109350	Portfolio AP STUDIO/2-D Advanced Placement Studio Art	3/Y	PF	1.0	ART ED GRAPH ARTS	@4 @4	ART	6
0109360	Two-Dimensional Design Portfolio AP STUDIO/3-D Advanced Placement Studio Art Three-Dimensional Design Portfolio	3/Y	PF	1.0	ART ED GRAPH ARTS	@4 @4	ART	6

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING SUBJECT AREA MAXIMUM

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	SUBJECT AREA GRADUATION REQUIREMENTS	MAXIMUM CREDIT	CERTIFICATION
DANCE					
æ0300300		2/Y	PF	1.0	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHE
æ0300310		2/Y	PF	1.0	DANCE 6 ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHE
æ0300320		2/Y	PF	1.0	DANCE 6 ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHE
æ0300330	Dance Techniques 2 DANCE TECHNOS 3 HON Dance Techniques 3 Honors	3/Y	PF	1.0	DANCE 6 ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHEDANCE 6
DRAMA-TI	HEATRE ARTS				
æ0400300	INTROD DRAMA Introduction to Drama	2/s	PF	0.5	ENGLISH 1 DRAMA 1 SPEECH 1 MG ENG C
æ0400310	THEATRE 1	2/Y	PF	1.0	ENGLISH 1 DRAMA 1
æ0400320		2/Y	PF	1.0	SPEECH 1 MG ENG C ENGLISH 1 DRAMA 1
æ0400330	Theatre 2 THEATRE 3 HON	3/Y	PF	1.0	SPEECH 1 ENGLISH 1 DRAMA 1
æ0400340	Theatre 3 Honors THEATRE 4 HON Theatre 4 Honors	3/Y	PF	1.0	SPEECH 1 ENGLISH 1 DRAMA 1 SPEECH 1
	EDUCATION AND TRAFFIC SAFETY				
1900300	DRIVER ED CLASS Driver Education/Traffic Safety-Classroom	2/s		0.5	ANY FIELD/DRIVER ED E
1900310	DRIVER ED CLASS/LAB Driver Education/Traffic Safety- Classroom and Laboratory	2/s -		0.5	ANY FIELD/DRIVER ED E

GRADES 9 TO 12 AND ADULT EDUCATION COURSES

COURSES MEETING SUBJECT AREA MAXIMUM

	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	GRADUATION REQUIREMENTS	CREDIT	CERTIFICATION	
EXPERIEN	NTIAL EDUCATION					
æ0500300	EXEC INTERN 1	2/Y		1.0	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGH	ER
æ0500310		2/Y		1.0	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGH	ER
æ0500320	Executive Internship 2 EXEC INTERN 3	2/Y		1.0	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGH	ER
æ0500330	Executive Internship 3 EXEC INTERN 4 Executive Internship 4	2/Y		1.0	ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGH	ER
æ0800300	EDUCATION HEALTH1-LIF MGMT SKL Health 1-Life Management Skills PERSON SOC FAM RLSH Personal, Social, and Family Relationships	2/s 2/s		0.5	HEALTH ED @4 HEALTH 6 FAM CON SC 1 HEALTH ED @4 GUID COUN D PSYCHOLOGY @1 HEALTH 6	
0800400		/z er				
JROTC AN	ND MILITARY TRAINING					
			ARMY JR ROTC			
1801300	AR LEAD ED/TRAIN 1 Army: Leadership Education and Training 1	2/Y		1.0	JR ROTC @7 G	
1801310	AR LEAD ED/TRAIN 2 Army: Leadership Education and Training 2	2/Y		1.0	JR ROTC @7 G	

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GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	SUBJECT AREA GRADUATION REQUIREMENTS	MAXIMUM CREDIT	CERTIFICAT	ION	
1801320	AR LEAD ED/TRAIN 3 Army: Leadership Education and Training 3	2/Y		1.0	JR ROTC	@7	G
1801330	AR LEAD ED/TRAIN 4 Army: Leadership Education and Training 4	2/Y		1.0	JR ROTC	@7	G

|LANGUAGE ARTS|

			REMEDIAL							
æ1000400 æ1000410 æ1000420	INTENS LANG ARTS Intensive Language Arts INTENS READ Intensive Reading INTENS WRIT Intensive Writing	2/M 2/M 2/M		MULTIPLE MULTIPLE MULTIPLE	READING E/ANY READING READING E/ANY	6				
			ENGLISH							
a1001300	ENG SKLS 1 English Skills 1	1/Y		1.0	ENGLISH	1	М	G ENG	С	
æ1001310	ENG 1 English 1	2/Y	EN	1.0	ENGLISH	1	Me	G ENG	C	
æ1001315	ENG 1 CR English 1 for Credit Recovery	2/R		1.0	ENGLISH	1	Me	G ENG	C	
æ1001320	ENG HON 1	3/Y	EN	1.0	ENGLISH	1	Me	G ENG	C	
a1001330	English Honors 1 ENG SKLS 2	1/Y		1.0	ENGLISH	1				
æ1001340	English Skills 2 ENG 2	2/Y	EN	1.0	ENGLISH	1				
æ1001345	English 2 ENG 2 CR	2/R		1.0	ENGLISH	1				
æ1001350	English 2 for Credit Recovery ENG HON 2 English Honors 2	3/Y	EN	1.0	ENGLISH	1				
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GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

COURSE	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	SUBJECT AREA GRADUATION REQUIREMENTS	MAXIMUM CREDIT	CERTIFICATION
a1001360	ENG SKLS 3 English Skills 3	1/Y		1.0	ENGLISH 1
1001370	ENG 3	2/Y	EN	1.0	ENGLISH 1
1001375	English 3 ENG 3 CR	2/R		1.0	ENGLISH 1
1001380	English 3 for Credit Recovery	3/Y	EN	1.0	ENGLISH 1
1001390		1/Y		1.0	ENGLISH 1
1001400		2/Y	EN	1.0	ENGLISH 1
1001402	English 4 ENG 4 CR	2/R		1.0	ENGLISH 1
1001405	English 4 for Credit Recovery ENG 4: FL COLL PREP	2/Y	EN	1.0	ENGLISH 1
1001410	English 4: Florida College Prep ENG HON 4 English Honors 4	3/Y	EN	1.0	ENGLISH 1
1002300	ENG 1 THROUGH ESOL English 1 Through ESOL		SPEAKERS OF OT EN	1.0	JAGES ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E WORLD LANGUAGE/ESOL E
1002305	ENG 1 THRU ESOL CR English 1 Through ESOL for Credi Recovery	2/R		1.0	ESOL 6 MG ENG C/ESOL E ENGLISH 1/ESOL E
1002310	ENG 2 THROUGH ESOL English 2 Through ESOL	2/Y	EN	1.0	WORLD LANGUAGE/ESOL E ESOL 6 ENGLISH 1/ESOL E
1002315	ENG 2 THRU ESOL CR English 2 Through ESOL for Credi Recovery	2/R		1.0	WORLD LANGUAGE/ESOL E ESOL 6 ENGLISH 1/ESOL E
1002320	ENG 3 THROUGH ESOL English 3 Through ESOL	2/Y	EN	1.0	WORLD LANGUAGE/ESOL E ESOL 6 ENGLISH 1/ESOL E WORLD LANGUAGE/ESOL E
L002325	ENG 3 THRU ESOL CR English 3 Through ESOL for Credi	2/R		1.0	ESOL 6 ENGLISH 1/ESOL E
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GRADES 9 TO 12 AND ADULT EDUCATION COURSES

COURSES MEETING
SUBJECT AREA MAXIMUM

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	SUBJECT AREA GRADUATION REQUIREMENTS	CREDIT	CERTIFICAT	ION		
æ1002380	Recovery DEV LANG ARTS ESOL Developmental Language ESOL	Arts Through		MULTIPLE	ESOL ENGLISH 1	GUAGE/ESOL E 6 /ESOL E GUAGE/ESOL E		
æ1002381	DEV LANG ARTS ESOL-R Developmental Language (Reading)	Arts ESOL 2/M		MULTIPLE	ESOL 6/RE	ADING E /ESOL E/READ		
æ1002520	ENG 4 THROUGH ESOL English 4 Through ESOL	2/Y	EN	1.0	ESOL ENGLISH 1	6	:	
æ1002525	ENG 4 THRU ESOL CR English 4 Through ESOL Recovery	for Credit 2/R		1.0	ESOL ENGLISH 1	6		
		PRINT, BRO	DADCAST, AND ON	NLINE MEDIA	\ 			
æ1006300		2/Y	PA	1.0	ENGLISH	1	JOURNALISM	1
æ1006310	Journalism 1 JOURN 2 Journalism 2	2/Y		1.0	ENGLISH	1	JOURNALISM	1
æ1006320		2/Y		1.0	ENGLISH	1	JOURNALISM	1
æ1006330		2/Y		1.0	ENGLISH	1	JOURNALISM	1
		0	RAL COMMUNICAT	ION				
æ1007300	SPEECH 1	2/Y	PF	1.0	ENGLISH	1	SPEECH	1
æ1007330	Speech 1 DEBATE 1 Debate 1	2/Y	PF	1.0	ENGLISH	1	SPEECH	1
			READING					
æ1008350	READ COLL. SUCCESS Reading for College Suc	2/S	EN	0.5	READING E/	6	CERT REFLECTS BACK	II P OP HGH
	neading for correge suc		3/20/13 Page 8		KLADING E/	CHI LED WHEN	CENT REFEECTS BACK	ien on hon

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ABBREVIATED TITLE

COURSE TITLE

COURSE NUMBER

GRADES 9 TO 12 AND ADULT EDUCATION COURSES

COURSES MEETING

SUBJECT AREA MAXIMUM GRADUATION CREDIT COURSE LE\

VEL/LENGTH REQUIREMENTS CERTIFICATI	ON
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-								
			WRITING					
æ1009320	CREATIVE WRIT 1	2/s		0.5	ENGLISH	1		
æ1009330	Creative Writing 1 CREATIVE WRIT 2	2/s		0.5	ENGLISH	1		
æ1009331	Creative Writing 2 CREATIVE WRIT 3 HON	3/Y		1.0	ENGLISH	1		
e1009332	Creative Writing 3 Honors CREATIVE WRIT 4 HON	3/Y		1.0	ENGLISH	1		
æ1009370	Creative Writing 4 Honors WRTNG COLL. SUCCESS Writing for College Success	2/S	EN	0.5	ENGLISH	1		
		ADVAN	CED PLACEM	ENT (AP)				
1001420	AP ENG COMPO Advanced Placement English	3/Y	EN	1.0	ENGLISH	1		
1001430	Language and Composition AP ENG LIT COMPO Advanced Placement English Literature and Composition	3/Y	EN	1.0	ENGLISH	1		
LIBRARY								
1100990	LIB/MED TRAN Library/Media Transfer	/z			NA			
 MATHEMAT								
			REMEDIAL					
æ1200400	INTENS MATH Intensive Mathematics	2/M		MULTIPL	E MATH	1	MG MATH	С

COURSE

NUMBER

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

SUBJECT AREA MAXIMUM

ABBREVIATED TITLE COURSE TITLE

COURSE GRADUATION CREDIT LEVEL/LENGTH REQUIREMENTS

CERTIFICATION

			ALGEBRA					
1200300	BASIC MATH SKLS	1/Y		1.0	MATH	1	MG MATH	С
1200310	Basic Mathematics Skills ALG 1	2/Y	A1	1.0	MATH	1	MG MATH	C
1200315	Algebra 1 ALG 1 CR	2/R		1.0	MATH	1	MG MATH	C
1200320	Algebra 1 for Credit Recovery ALG 1 HON	3/Y	A1	1.0	MATH	1	MG MATH	С
1200330	Algebra 1 Honors	2/Y	A2	1.0	MATH	1		
1200335		2/R		1.0	MATH	1		
1200340	Algebra 2 for Credit Recovery ALG 2 HON	3/Y	A2	1.0	MATH	1		
1200370	Algebra 2 Honors ALG 1-A	2/Y	MA	1.0	MATH	1	MG MATH	С
1200375	Algebra 1-A ALG 1-A CR	2/R		1.0	MATH	1	MG MATH	С
1200380	Algebra 1-A for Credit Recovery	2/Y	A1	1.0	MATH	1	MG MATH	C
1200385	Algebra 1-B ALG 1-B CR	2/R		1.0	MATH	1	MG MATH	С
1200410	Algebra 1-B for Credit Recovery Math Coll. Success	2/s	MA	0.5	MATH	1		
1200700	Math for College Success Math Coll. Readiness Math for College Readiness	2/Y	MA	1.0	MATH	1		
			CALCULUS				_	
1202300	CALCULUS HON	3/Y	MA	1.0	MATH	1		
1202340	Calculus Honors PRE-CALCULUS HON Pre-Calculus Honors	3/Y	MA	1.0	MATH	1		

COURSE

ABBREVIATED TITLE

GRADES 9 TO 12 AND ADULT EDUCATION COURSES

COURSES MEETING

COURSE GRADUATION CREDIT
LEVEL/LENGTH REQUIREMENTS

NUMBER	COURSE TITLE	LEVEL/LENGTH		CKEDII	CERTIFICA	ATION		
		GE	NERAL MATHEMAT	ICS			-	
a1205370	CONSUMER MATH	1/Y		1.0	MATH	1	MG MATH	С
a1205500	Consumer Mathematics EXPLORS IN MATH 1 Explorations in Mathematics 1	1/Y		1.0	MATH	1	MG MATH	С
a1205510	Explorations in Mathematics 1 EXPLORS IN MATH 2 Explorations in Mathematics 2	1/Y		1.0	MATH	1	MG MATH	С
			GEOMETRY				_	
æ1206300	INF GEO	2/Y	MA	1.0	MATH	1	MG MATH	С
æ1206310	Informal Geometry GEO	2/Y	GE	1.0	MATH	1	MG MATH	С
1206315		2/R		1.0	MATH	1	MG MATH	C
æ1206320	Geometry for Credit Recovery GEO HON Geometry Honors	3/Y	GE	1.0	MATH	1	MG MATH	C
æ1206330	ANLY GEO HON Analytic Geometry Honors	3/s	MA	0.5	MATH	1		
		LIBE	RAL ARTS MATHE	MATICS			_	
æ1208300		2/Y	MA	1.0	MATH	1		
æ1298310	Liberal Arts Mathematics ADV TOPICS IN MATH Advanced Topics in Mathematics (formerly 129830A)	2/Y	MA	1.0	MATH	1		
			TRIGONOMETRY				_	
æ1211300	TRIG HON Trigonometry Honors	3/s	MA	0.5	MATH	1		

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GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

ADVANCED PLACEMENT (AP)

CERTIFICATION

SUBJECT AREA MAXIMUM
COURSE GRADUATION CREDIT
LEVEL/LENGTH REQUIREMENTS

COURSE	ARRKEATALED LITTE
NUMBER	COURSE TITLE

							_
1202310	AP CALCULUS AB	3/Y	MA	1.0	MATH	1	
1202320	Advanced Placement Calculus AB AP CALCULUS BC	3/Y	MA	1.0	MATH	1	
1210320	Advanced Placement Calculus BC AP STAT Advanced Placement Statistics	3/Y	MA	1.0	MATH	1	

|MUSIC|

1	NS.	IKL	MEN	IAL	MU:	PTC

æ1302300 BAND 1	2/Y	PF	1.0	MUSIC ED	@4	MUSIC	6
Band 1 æ1302310 BAND 2	2/Y	PF	1.0	INSTR MUS MUSIC ED	@4 @6 @4	MUSIC	6
Band 2 æ1302320 BAND 3	2/Y	PF	1.0	INSTR MUS MUSIC ED	@4 @6 @4	MUSIC	6
Band 3	2.	FF	1.0	INSTR MUS	@4 @6	MOSIC	0
æ1302355 MARCHING BAND Marching Band	2/s	PF	MULTIPLE	MUSIC ED INSTR MUS	@4 @4 @6	MUSIC	6

CHORAL MUSIC

æ1303300	CHORUS 1 Chorus 1	2/Y	PF	1.0	MUSIC ED MUSIC	@4	VOC MUS	@6
æ1303310	CHORUS 2 Chorus 2	2/Y	PF	1.0	MUSIC ED MUSIC	@4 6	VOC MUS	@6
æ1303320	CHORUS 3 Chorus 3	2/Y	PF	1.0	MUSIC ED MUSIC	@4 6	VOC MUS	@6
æ1303330	CHORUS 4 Chorus 4	2/Y	PF	1.0	MUSIC ED MUSIC	@4 6	VOC MUS	@6

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING SUBJECT AREA MAXIMUM

COURSE NUMBER	ABBREVIATED TITLE		COURSE LEVEL/LENGTH	SUBJECT AREA GRADUATION REQUIREMENTS	MAXIMUM CREDIT	CERTI	FICAT	ION				
PEER CO	DUNSELING											
æ1400300		1	2/s		0.5	ANY	FIELD	WHEN	CERT	REFLECTS	BACHE	LOR/HIGHER
æ1400310	Peer Counseling PEER COUN 2		2/s		0.5	ANY	FIELD	WHEN	CERT	REFLECTS	BACHE	LOR/HIGHER
æ1400320	Peer Counseling PEER COUN 3 Peer Counseling		2/S		0.5	ANY	FIELD	WHEN	CERT	REFLECTS	BACHEI	LOR/HIGHER
	L EDUCATION											
				FITNESS								
æ1501300	PERS FIT		2/s	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1501340			2/5	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1501350	Weight Training WEIGHT TRAIN 2		2/5	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1501360			2/s	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1503400	Weight Training AEROBICS 1	3	2/5	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1503410	Aerobics 1 AEROBICS 2		2/5	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1503420	Aerobics 2 AEROBICS 3 Aerobics 3		2/s	PE	0.5	PHYS	ED	@1		PHY	S ED	6
			IN	NDIVIDUAL AND [
æ1502410	INDIV/DUAL SPRTS	1	2/s	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1502420	Individual and D	ual Sports 1	2/5	PE	0.5	PHYS	ED	@1		PHY	S ED	6
æ1502430	INDIV/DUAL SPRTS Individual and D INDIV/DUAL SPRTS Individual and D	ual Sports 2 3 ual Sports 3	2/5	PE	0.5	PHYS	ED	@1		PHY	S ED	6
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ABBREVIATED TITLE

COURSE TITLE

COURSE

NUMBER

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

SUBJECT AREA MAXIMUM
COURSE GRADUATION CREDIT

COURSE GRADUATION
LEVEL/LENGTH REQUIREMENTS

CERTIFICATION

				TEAM					
								-	
æ1503300	TRACK & FIELD Track and Field		2/s	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1503310	BASKETBALL Basketball		2/s	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1503320	SOCCER Soccer		2/s	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1503330	SOFTBALL Softball		2/s	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1503350	TEAM SPRTS 1 Team Sports 1		2/S	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1503360	TEAM SPRTS 2 Team Sports 2		2/s	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1505500	VOLLEYBALL 1 Volleyball 1		2/5	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1505510	VOLLEYBALL 2 Volleyball 2		2/s	PE	0.5	PHYS ED	@1	PHYS ED	6
æ1505520	VOLLEYBALL 3 Volleyball 3		2/5	PE	0.5	PHYS ED	@1	PHYS ED	6
			WEL	LNESS EDUC	CATION			_	
æ1506320	HOPE-PE V HOPE-Physical Educ	cation Variation	2/Y	PE	1.0	PHYS ED	@1	PHYS ED	6
			co	MBINED COU	IRSES			-	
æ3026010	HOPE HOPE-Physical Educ	cation (Core)	2/Y	PE	1.0	PHYS ED 6 PHYS ED 6 PHYS ED @1 PHYS ED @2 PHYS ED 6 PHYS ED @3 OR TEACHER	+ HEALTH F + FAM CONS L + HEALTH L + FAM CON + HEALTH F L + HEALTH CERT IN PE	S SC 1 ED @4 N SC 1 6	TEACHER

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

SUBJECT AREA MAXIMUM

COURSE ABBREVIATED TITLE NUMBER COURSE TITLE

COURSE GRADUATION LEVEL/LENGTH REQUIREMENTS CREDIT CERTIFICATION

			WAIVERS
1500410	INTERSCH SSN 1 - COM Completion of Interscholastic Sports	/z	
1500420	Season 1 INTERSCH SSN 2 - COM Completion of Interscholastic Sports Season 2	/Z	
1500430	INTERSCH SPTS WAIVER Personal Fitness Competency Test Waiver	/z	PE
1500440	MCHG BAND PE WAIVER Marching Band PE Waiver - (for Personal Fitness option only)	/Z	
1500445	DANCE WAIVER Dance Waiver (0.5 for Personal Fitness option only) for entering 0708	/Z	
1500450	ROTC PE YR 1 WAIVER ROTC Physical Education Waiver - Completion of Year 1	/Z	
1500460	ROTC PE YR 2 WAIVER ROTC Physical Education Waiver - Completion of Year 2	/Z	
1500470	ROTC PE WAIVER COM ROTC PE Waiver - Comp ROTC Y1, Y2 and Personal Fitness Course	/Z	
1500480	ROTC PE/PF WVR ROTC PE/Performing Arts Waiver for HOPE & Personal Fitness/PE Elective	/z	
SCIENCE			

REMEDIAL

æ2000300 INTENS SCI Intensive Science 2/M

MULTIPLE SCIENCE

MG GEN SCI C

COURSE

NUMBER

ABBREVIATED TITLE

COURSE TITLE

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING SUBJECT AREA MAXIMUM

COURSE

CREDIT

LEVEL/LENGTH REQUIREMENTS

GRADUATION

CERTIFICATION

		BIC	DLOGICAL SCIE	ENCES				
æ2000310		2/Y	BI	1.0	SCIENCE	@4	BIOLOGY	1
2000315	Biology 1 BIO 1 CR	2/R	BI	1.0	CALITOL	@4	BIOLOGY	1
æ2000320	Biology 1 for Credit Recovery BIO 1 HON Biology 1 Honors	3/Y	BI	1.0	MG GEN SCI SCIENCE	@4	BIOLOGY	1
æ2000330	BIO 2 HON Biology 2 Honors	3/Y	EQ	1.0	MG GEN SCI SCIENCE	@4	BIOLOGY	1
æ2000350		2/Y	SC	1.0	SCIENCE HEALTH	@4 6	BIOLOGY HEALTH ED	1 @4
æ2000360	ANAT PHYSIO HON Anatomy and Physiology Honors	3/Y	EQ	1.0	SCIENCE HEALTH	@4 6	BIOLOGY HEALTH ED	1 @4
æ2000430	BIOTECH Biology Technology	2/Y	BI	1.0	SCIENCE	@4	BIOLOGY	1
2000500	BIOSCIENCE 1 HON Bioscience 1 Honors	3/Y	EQ	1.0	BIOLOGY	1	CHEM	1
2000510	BIOSCIENCE 2 HON Bioscience 2 Honors	3/Y	EQ	1.0	BIOLOGY	1	CHEM	1
2000520	BIOSCIENCE 3 HON Bioscience 3 Honors	3/Y	EQ	1.0	BIOLOGY	1	CHEM	1
		ENVI	RONMENTAL SO	CIENCE				
æ2001340	ENV SCI Environmental Science	2/Y	SC	1.0	SCIENCE CHEM MG GEN SCI	@4 1 C	BIOLOGY ERTH/SPA S	1
		INI	EGRATED SCIE	NCES				
æ2002400	INTEG SCI 1 Integrated Science 1	2/Y	EQ	1.0	ERTH/SPA S PHYSICS	1	BIOLOGY MG GEN SCI	1 C 1
2002405	INTEG SCI 1 CR Integrated Science 1 for Credit Recovery	2/R		1.0	SCIENCE ERTH/SPA S PHYSICS SCIENCE	04 1 1 04	CHEM BIOLOGY MG GEN SCI CHEM	1
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GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE	SUBJECT AREA GRADUATION REQUIREMENTS		CERTIFICATION		
æ2002410	INTEG SCI 1 HON Integrated Science 1 Honors	3/Y	EQ	1.0	ERTH/SPA S 1 PHYSICS 1 SCIENCE @4	BIOLOGY MG GEN SCI CHEM	1 C 1
æ2002420	INTEG SCI 2 Integrated Science 2	2/Y	EQ	1.0	ERTH/SPA S 1 PHYSICS 1 SCIENCE @4	BIOLOGY CHEM	1
2002425	INTEG SCI 2 CR Integrated Science 2 for Credit Recovery	2/R		1.0	ERTH/SPA S 1 PHYSICS 1 SCIENCE @4	BIOLOGY CHEM	1
æ2002430		3/Y	EQ	1.0	ERTH/SPA S 1 PHYSICS 1 SCIENCE @4	BIOLOGY CHEM	1
		F	PHYSICAL SCIENC	CES			
æ2003310	PHY SCI Physical Science	2/Y	EQ	1.0	SCIENCE @4 ERTH/SPA S 1 PHYSICS 1	CHEM MG GEN SCI	1 C
æ2003320	PHY SCI HON Physical Science Honors	3/Y	EQ	1.0	PHYSICS 1 SCIENCE @4 ERTH/SPA S 1 PHYSICS 1	CHEM MG GEN SCI	1 C
æ2003340	CHEM 1 Chemistry 1	2/Y	СН	1.0	SCIENCE @4	CHEM	1
2003345	CHEM 1 CR Chemistry 1 for Credit Recovery	2/R		1.0	SCIENCE @4	CHEM	1
æ2003350		3/Y	СН	1.0	SCIENCE @4	CHEM	1
æ2003360		3/Y	EQ	1.0	SCIENCE @4	CHEM	1
æ2003380		2/Y	PH	1.0	SCIENCE @4	PHYSICS	1
2003385	Physics 1 PHYS 1 CR	2/R		1.0	SCIENCE @4	PHYSICS	1
æ2003390	Physics 1 for Credit Recovery PHYS 1 HON Physics 1 Honors	3/Y	РН	1.0	SCIENCE @4	PHYSICS	1

ABBREVIATED TITLE

COURSE TITLE

COURSE

NUMBER

GRADES 9 TO 12 AND ADULT EDUCATION COURSES

COURSES MEETING

COURSE

SUBJECT AREA MAXIMUM CREDIT

GRADUATION LEVEL/LENGTH REQUIREMENTS

CERTIFICATION

		ADVAN	CED PLACEM	ENT (AP)			-	
2000340	AP BIO	3/Y	EQ	1.0	SCIENCE	@4	BIOLOGY	1
2001380	Advanced Placement Biology AP ENV SCI Advanced Placement Environmental Science	3/Y	EQ	1.0	SCIENCE CHEM	@4 1	BIOLOGY ERTH/SPA S	1
2003370	AP CHEM	3/Y	EQ	1.0	SCIENCE	@4	CHEM	1
2003420	Advanced Placement Chemistry AP PHYS B	3/Y	EQ	1.0	SCIENCE	@4	PHYSICS	1
2003425	Advanced Placement Physics B AP PHYSICS: E&M Advanced Placement Physics C:	3/Y	EQ	1.0	SCIENCE	@4	PHYSICS	1
2003430	Electricity and Magnetism AP PHYSICS C: ME Advanced Placement Physics C: Mechanics	3/Y	EQ	1.0	SCIENCE	@4	PHYSICS	1

|SOCIAL STUDIES|

AMERICAN AND WESTERN HEMISPHERIC HISTORIES

æ2100310	US HIST	2/Y	AH	1.0	HISTORY	@1	SOCIAL SCI	1
	United States History	V=4 (2)		177.318	MG SOC SCI	C		
æ2100315	US HIST CR	2/R		1.0	HISTORY	@1	SOCIAL SCI	1
	United States History for Credit	1947. DES			MG SOC SCI	C		
	Recovery							
æ2100320	US HIST HON	3/Y	AH	1.0	HISTORY	@1	SOCIAL SCI	1
	United States History Honors	25 8			MG SOC SCI	C		
æ2100340	AFRICAN-AMER HIST	2/5		0.5	HISTORY	@1	SOCIAL SCI	1
	African-American History							
æ2100360	LATIN AMER HIST	2/Y		1.0	HISTORY	@1	SOCIAL SCI	1
	Latin American History							

COURSE

NUMBER

ABBREVIATED TITLE

COURSE TITLE

GRADES 9 TO 12 AND ADULT EDUCATION COURSES

COURSES MEETING

SUBJECT AREA MAXIMUM COURSE GRADUATION CREDIT

LEVEL/LENGTH REQUIREMENTS CERTIFICATION

			ECONOMIC	S		-
æ2102310	ECON	2/5	EC	0.5	ECONOMICS @1	SOCIAL SCI 1 HISTORY @1
æ2102315	Economics ECON CR	2/R		0.5	MG SOC SCI C ECONOMICS @1	SOCIAL SCI 1
æ2102320	Economics for Credit Recovery ECON HON	3/s	EC	0.5	MG SOC SCI C ECONOMICS @1	HISTORY @1 SOCIAL SCI 1
	Economics Honors		GEOGRAPH	Υ	MG SOC SCI C	HISTORY @1
æ2103300	WORLD CLTRL GEOG World Cultural Geography	2/Y		1.0	GEOGRAPHY @1 MG SOC SCI C	SOCIAL SCI 1
		MUL	TICULTURAL	STUDIES		
æ2104600	MULTICLTRL STUDEIS Multicultural Studies	2/5		0.5	HISTORY @1 SOCIOLOGY @1	POL SCI @1 SOCIAL SCI 1
		PHIL	OSOPHY AND	RELIGION		92 <u>0</u> 0
æ2105310	WORLD RELIGIONS World Religions	2/s		0.5	HISTORY @1 SOCIAL SCI 1	HUMANITIES 6
		P(OLITICAL SC	IENCE		
æ2106310	US_GOVT	2/5	AG	0.5	POL SCI @1	SOCIAL SCI 1
æ2106315	United States Government US GOVT CR United States Government for Credit	2/R		0.5	HISTORY @1 POL SCI @1 HISTORY @1	SOCIAL SCI 1
æ2106320	Recovery US GOVT HON United States Government Honors	3/s	AG	0.5	POL SCI @1 HISTORY @1	SOCIAL SCI 1

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

SUBJECT AREA MAXIMUM
GRADUATION CREDIT

COURSE ABBREVIATED TITLE NUMBER COURSE TITLE

COURSE GRADUATION REQUIREMENTS

CERTIFICATION

		340						
			PSYCHOLOG	Υ				
2107300	PSYCH 1 Psychology 1	2/S		0.5	PSYCHOLOGY GUID COUN MG SOC SCI	D	SCHOOL PSY SOCIAL SCI	
			SOCIOLOG	/ 				
2108300	SOCIOLOGY Sociology	2/S		0.5	SOCIOLOGY MG SOC SCI	@1 C	SOCIAL SCI	1
	WOF	RLD AND EAS	TERN HEMIS	PHERIC HIST	ORIES			
2109310	WORLD HIST World History	2/Y	WH	1.0	HISTORY MG SOC SCI	@1 C	SOCIAL SCI	1
2109315	WORLD HIST CR World History for Credit Recovery	2/R		1.0		@1	SOCIAL SCI	1
109320	WORLD HIST HON World History Honors	3/Y	WH	1.0	HISTORY MG SOC SCI	@1 C	SOCIAL SCI	1
		ADVAN	CED PLACEM	ENT (AP)				
2100330	AP U.S. HIST Advanced Placement United States History	3/Y	АН	1.0	HISTORY	@1	SOCIAL SCI	1
102360	AP MICROECON Advanced Placement Microeconomics	3/s	EC	0.5		@1 @1	SOCIAL SCI	1
102370	AP MACROECON Advanced Placement Macroeconomics	3/s	EC	0.5	ECONOMICS	@1 @1	SOCIAL SCI	1
106420	AP US GOVT/POL Advanced Placement United States Government and Politics	3/s	AG	0.5	POL SCI	@1 @1	SOCIAL SCI	1
2107350	AP PSYCH Advanced Placement Psychology	3/Y		1.0	PSYCHOLOGY SCHOOL PSY		GUID COUN SOCIAL SCI	
2109380	AP EURO HIST Advanced Placement European History	3/Y		1.0	SOCIAL SCI			@1
2109420	AP WORLD HIST Advanced Placement World History	3/Y	WH	1.0	HISTORY	@1	SOCIAL SCI	1

æ0708360

SPANISH 3 HON

Spanish 3 Honors

GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

SUBJECT AREA MAXIMUM COURSE ABBREVIATED TITLE COURSE GRADUATION CREDIT NUMBER COURSE TITLE LEVEL/LENGTH REQUIREMENTS CERTIFICATION |LEADERSHIP SKILLS DEVELOPMENT| 2400300 LEAD SKLS DEV 2/Y 1.0 ANY FIELD Leadership Skills Development æ2400310 LEAD TECNQS 2/Y 1.0 ANY FIELD Leadership Techniques STUDY HALL 2200300 NC STUDY HALL 1 /M ANY FIELD NC Study Hall 1 2200310 NC STUDY HALL 2 /M ANY FIELD NC Study Hall 2 2200320 NC STUDY HALL 3 /M ANY FIELD NC Study Hall 3 2200330 NC STUDY HALL 4 /M ANY FIELD NC Study Hall 4 TEMPORARY INSTRUCTIONAL PLACEMENT 2500510 TEMP INSTR PLACEMENT /Z ANY FIELD Temporary Instructional Placement WORLD LANGUAGES SPANISH æ0708340 SPANISH 1 2/Y 1.0 SPANISH @4 6 Spanish 1 æ0708350 SPANISH 2 2/Y 1.0 SPANISH @4 6 Spanish 2

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1.0

SPANISH

@4 6

3/Y

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GRADES 9 TO 12 AND ADULT EDUCATION COURSES COURSES MEETING

COURSE NUMBER		OURSE /LENGTH	SUBJECT AREA GRADUATION REQUIREMENTS	MAXIMUM CREDIT	CERTIFICAT	ΓΙΟΝ	
æ0708370		3/Y		1.0	SPANISH	@4	6
æ0708380		3/Y		1.0	SPANISH	@4	6
æ0708390	Spanish 5 Honors SPANISH 6 HON Spanish 6 Honors	3/Y		1.0	SPANISH	@4	6
		SPANIS	H FOR SPANISH	SPEAKERS			
e0709300		2/Y		1.0	SPANISH	@4	6
0709310		2/Y		1.0	SPANISH	@4	6
0709320	Spanish for Spanish Speakers 2 SPANISH SPEAKS 3 HON Spanish for Spanish Speakers 3 Honors	3/Y		1.0	SPANISH	@4	6
æ0709330	SPANISH SPEAKS 4 HON	3/Y		1.0	SPANISH	@4	6
0709340	Spanish for Spanish Speakers 4 Honors SPANISH SPEAKS 5 HON Spanish for Spanish Speakers 5 Honors	3/Y		1.0	SPANISH	@4	6
e0709350	SPANISH SPEAKS 6 HON Spanish for Spanish Speakers 6 Honors	3/Y		1.0	SPANISH	@4	6
		ADVA	ANCED PLACEMENT	Г (АР)			
0708400	AP SPANISH	3/Y		1.0	SPANISH	@4	6
708410	Advanced Placement-Spanish Language AP SPANISH LIT Advanced Placement-Spanish Literature	3/Y		1.0	SPANISH	@4	6

SECTION 4: Exceptional Student Education Elementary, Middle/Junior, Senior High, and Adult Education

<u>Area</u>

Elementary Grades PreK-5	
Prekindergarten	
Academics-General	
Academics-Subject Areas	6
Non-credit	
Middle/Junior High Grades 6-8	8
Academics-General	
Academics-Subject Areas	8
Special Skills Courses	9
Therapy	10
Non-credit	
Senior High, Adult Grades 9-12, 30, 31	11
Academics-Subject Areas	11
Supported Levels: 9-12	
Participatory Levels: 9-12	
Special Skills Courses	
Miscellaneous	
Gifted	14
Therapy	
Career and Technical Education for Students with Disabilities	
Non-Credit	

Explanation of Courses for Students with Exceptionalities

This section of the directory contains course titles that are available for students with exceptionalities. This section lists only those courses that are different in content from those listed in other sections of this directory. In addition to the courses listed in this section of the Course Code Directory, students with exceptionalities may be enrolled in basic or career and technical courses.

Course Numbers/Course Title/Certification Requirements

The following pages include the course numbers, course titles, and applicable certifications for prekindergarten, elementary and secondary exceptional student education (ESE) courses. Please note the following:

- Highly qualified teacher requirements apply to ESE teachers who are teaching core academic subjects identified in Section 4.
 Please see Section 1 for detailed information on these requirements.
- Speech, occupational, or physical therapists, who provide special education and/or related services, must hold a credential/certification coverage as noted below.
- For students who are deaf or hard-of-hearing (DHH), visually impaired (VI), or dual sensory impaired (DSI), in circumstances when:

 (1) the teacher is providing special education services to address a student's sensory impairment in accordance with the IEP through consultation or in class one-on-one; or (2) all the students enrolled in the course are either visually impaired, hearing impaired, or dual sensory impaired, the certification coverages noted below apply.

Student	Certification Coverage Required				
Students receiving Physical Therapy	LIC AS PHY THER	LIC AS PTA			
Students receiving Occupational Therapy	LIC AS OCCUP THER OCCUP THER @6	LIC AS OTA			
Students receiving Speech and/or Language Therapy	SPCH CORR @4@6 LIC SP LG PATH LIC SLPA	SP LG IMPRD 6 SP LG ASSOC 6			
Students identified as Deaf or Hard of Hearing (DHH)	HEAR IMPRD 6				
Students identified as Visually Impaired (VI)	VISU IMPRD 6				
Students identified as Dual Sensory Impaired (DSI)	HEAR IMPRD 6 MNTL HNDCP @6	VISU IMPRD			

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY

COURSE NUMBER ABBREVIATED TITLE COURSE TITLE

COURSE LEVEL/LENGTH

CERTIFICATION

PREKINDERGARTEN

7650030 PK DISABS: 0-2

Prekindergarten Disabilities: Age

/Y

/Y

0 - 2

7650130 PK DISABS: 3-5

Prekindergarten Disabilities: Age

3-5

ESE 6/PREK DISAB E

EMTL HNDCP @6/PREK DISAB E MNTL HNDCP @6/PREK DISAB E

SPC LRN DS @6/PREK DISAB E

SPCH CORR @6/PREK DISAB E

SP LG IMPR @6/PREK DISAB E

VARYING EX @6/PREK DISAB E

HEAR IMPRD @6/PREK DISAB E

VISU IMPRD @6/PREK DISAB E

PHYS IMPRD @6/PREK DISAB E E CHILD ED ! O/PREK HANDICA

PRIMARY ED@B/PREK HANDICAP

PRESCH ED Α PK PRIMARY H

ELEMENTARY (K-6) K/PREK DISAB E

IF CONTRACTED, IN ACCORDANCE WITH 6A-6.0361, FAC

SEE SECTION 1 FOR SPECIFIC INFORMATION ON

EXEMPTIONS TO THE ENDORSEMENT.

ESE 6/PREK DISAB E

EMTL HNDCP @6/PREK DISAB E

MNTL HNDCP @6/PREK DISAB E

SPC LRN DS @6/PREK DISAB E

SPCH CORR @6/PREK DISAB E

SP LG IMPR @6/PREK DISAB E

VARYING EX @6/PREK DISAB E

HEAR IMPRD @6/PREK DISAB E

VISU IMPRD @6/PREK DISAB E

PHYS IMPRD @6/PREK DISAB E

E CHILD ED ! O/PREK HANDICA PRIMARY ED@B/PREK HANDICAP

PRESCH ED A PK PRIMARY H

ELEMENTARY (K-6) K/PREK DISAB E

CDA OR CDA EQUIVALENT

IN ACCORDANCE WITH RULE 6A-1.0502, FAC

IF CONTRACTED, IN ACCORDANCE WITH 6A-6.0361, FAC SEE SECTION 1 FOR SPECIFIC INFORMATION ON

EXEMPTIONS TO THE ENDORSEMENT.

IF CHILDREN ARE SERVED IN AN INCLUSIVE SETTING THROUGH A DISTRICT OPERATED HEADSTART, TITLE I,

VOLUNTARY PREK EDUCATION

OR SCHOOL READINESS PROGRAM

SEE SECTION 1.

COURSE

NUMBER

ABBREVIATED TITLE COURSE TITLE

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY COURSE LEVEL/LENGTH CERTIFICATION

ACADEMIC	S-GENERAL			
7755040	ADV ACAD: K-5 GIFTED Advanced Academics: K-5 for Gifted Students	/Y	GIFTED E/ACADEMIC COVER. AND CONTENT OF COURSE	
ACADEMIC	S-SUBJECT AREAS			
7701010	ART: K-5 Art: K-5	/Y	ART ED @3 @6 ESE 6 MNTL HNDCP @6	ART 6 EMTL HNDCP @6 SPC LRN DS @6
7710011	ACCESS LANG ART - K Access Language Arts - Kindergarten	/Y	VARYING EX @6 ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7710012	ACCESS LANG ART - 1 Access Language Arts - Grade 1	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7710013	ACCESS LANG ART - 2 Access Language Arts - Grade 2	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7710014	ACCESS LANG ART - 3 Access Language Arts - Grade 3	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7710015	ACCESS LANG ART - 4 Access Language Arts - Grade 4	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7710016	ACCESS LANG ART - 5 Access Language Arts - Grade 5	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS MATH GRADE K Access Mathematics Grade Kindergarten ACCESS MATH GRADE 1 Access Mathematics Grade 1	/Y /Y	ESE 6 MNTL HNDCP @6 ESE 6 MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6 EMTL HNDCP @6 SPC LRN DS @6
æ7712030	ACCESS MATH GRADE 2 Access Mathematics Grade 2	/Y	VARYING EX @6 ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
æ7712040	ACCESS MATH GRADE 3 Access Mathematics Grade 3	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE LET	COURSE	CERTIFICATIO	N
æ7712050	ACCESS MATH GRADE 4 Access Mathematics Grade 4	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
æ7712060	ACCESS MATH GRADE 5 Access Mathematics Grade 5	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7713010	MUS: K-5 Music: K-5	/Y	MUSIC 6 ESE 6 MNTL HNDCP @6 VARYING EX @6	MUSIC ED @3 EMTL HNDCP @6 SPC LRN DS @6
7715010	PE: K-5 Physical Education: K-5	/Y	PHYS ED @5 @6 PHYS ED@5/@ADAPT PE E ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6 PHYS ED @5 @6
7720015	ACCESS SCI GRADE K Access Science Grade Kindergarte	n /Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7720020	ACCESS SCI GRADE 1 Access Science Grade 1	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS SCI GRADE 2 Access Science Grade 2	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS SCI GRADE 3 Access Science Grade 3	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS SCI GRADE 4 Access Science Grade 4	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS SCI GRADE 5 Access Science Grade 5	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS SOC ST - K Access Social Studies - Kinderga	/Y rten	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS SOC ST - 1 Access Social Studies - Grade 1	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
	ACCESS SOC ST - 2 Access Social Studies - Grade 2	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7721014	ACCESS SOC ST - 3 Access Social Studies - Grade 3	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6

SECTION 4		EXCEPTIONAL STUDENT EDUCATION	ON ELEMENTARY	GRADES PK-5
COURSE	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	CERTIFICATION	N
7721015	ACCESS SOC ST - 4 Access Social Studies - Grade	4 /Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7721016	ACCESS SOC ST - 5 Access Social Studies - Grade	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
SPECIAL	COURSES			
æ7721020	U SKLS SOC&EMOT:PK-5 Unique Skills Social and Emotion	onal:	ESE 6 MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7755020	PK-5 H/H ACAD U SKLS:PK-5 Hospital and Homebound Academic	c /z	VARYING EX @6 ANY FIELD WHEN CERT REF	LECTS BACHELOR/HIGHER
æ7763010	and Unique Skills: PK-5 U SKLS: PK-5 Unique Skills: PK-5	/z	ANY EXCEPT ED FIELD	
æ7763020	SPEECH AUD: PK-5 Speech and Auditory Training:	/Z PK-5	HEAR IMPRD 6 SP LG IMPR 6 LIC SP LG PATH	SPCH CORR @6
æ7763060	ORIEN MOBLTY: PK-5 Orientation and Mobility: PK-5	/z	VISU IMPRD 6/ORIEN MOBL	E
æ7763080	EXP CORE COMPET:PK-5 Expanded Core Competencies: PK	-5	VISU IMPRD 6	
æ7763090	EXP SKLS:PK-5 Expanded Skills: PK-5	/z	HEAR IMPRD 6	
æ7763100	U SKLS IND FUNC:PK-5 Unique Skills Independent Functioning:PK-5	/z	ANY EXCEPT ED FIELD	
æ7763110	U SKLS CURR&LRN:PK-5 Unique Skills Curriculum and Learning:PK-5	/z	ANY EXCEPT ED FIELD	
æ7763120	U SKLS COMMUNIC:PK-5 Unique Skills Communication:PK	-5 /z	ANY EXCEPT ED FIELD	
NON-CRED	 IT			
7700010	THRP INSTR SPT: PK-5 Therapeutic Instructional Support	/z ort:	ANY FIELD WHEN CERT REFL	LECTS BACHELOR/HIGHER
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SECTION 4				GRADES PK-5
COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	EXCEPTIONAL STUDENT COURSE LEVEL/LENGTH	CERTIFICATI	CON
æ7763030	SPEECH THRPY: PK-5 Speech Therapy: PK-5	/z	SPCH CORR @6 LIC SP LG PATH	SP LG IMPR 6
æ7763040	LANG THRPY: PK-5	/z	SPCH CORR @6	SP LG IMPR 6
æ7763050	Language Therapy: PK-5 OCCU THRPY: PK-5 Occupational Therapy: PK-5	/z	LIC SP LG PATH LIC AS OCCUP THER LIC AS OTA	OCCUP THER @6
æ7763070	PHY THRPY: PK-5 Physical Therapy: PK-5	/z	OC THER AS LIC AS PHY THER LIC AS PTA	

COURSE NUMBER

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY COURSE LEVEL/LENGTH

ABBREVIATED TITLE COURSE TITLE

CERTIFICATION

ACADEMIC	S-GENERAL			
7855040	ADV ACAD: 6-8 GIFTED Advanced Academics: 6-8 for Gifted Students	/Y	GIFTED E/ACADEMIC COVERAGE AND CONTENT OF COURSE	REQUIRED FOR SUBJECT
7855042		/Y	GIFTED E/ACADEMIC COVERAGE AND CONTENT OF COURSE	REQUIRED FOR SUBJECT
ACADEMIC	S-SUBJECT AREAS			
7801010	V/P ARTS: 6-8 Visual and Performing Arts: 6-8	/s	ART ED @4 MUSIC 6 ESE 6 MNTL HNDCP @6 VARYING EX @6	ART 6 DRAMA 1 @4 EMTL HNDCP @6 SPC LRN DS @6
7810011	ACCESS M/J LA 1 Access M/J Language Arts 1	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7810012	ACCESS M/J LA 2 Access M/J Language Arts 2	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7810013	ACCESS M/J LA 3 Access M/J Language Arts 3	/Y	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
æ7812015	ACCESS M/J MATH 1 Access M/J Mathematics 1	/Y	ESE 6 MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
æ7812020	ACCESS M/J MATH 2 Access M/J Mathematics 2	/Y	VARYING EX @6 ESE 6 MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
æ7812030	ACCESS M/J MATH 3 Access M/J Mathematics 3	/Y	VARYING EX @6 ESE 6 MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7813010	MUS: 6-8 Music: 6-8	/s	VARYING EX @6 MUSIC 6 EMTL HNDCP @6 SPC LRN DS @6	ESE 6 MNTL HNDCP @6 VARYING EX @6

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	EXCEPTIONAL STUDENT COURSE LEVEL/LENGTH	EDUCATION ELEMENTARY CERTIFICATION	
7815010	PE: 6-8 Physical Education: 6-8	/s	PHYS ED @6 PHYS ED @5 PHYS ED@5/@ADAPT PE E PHYS ED@1/@ADAPT PE E ANY EXCEPT ED FIELD	PHYS ED @1
7820015	ACCESS M/J COMPSCI 1 Access M/J Comprehensive Scien	ce 1	PHYS ED @5	PHYS ED @6 EMTL HNDCP @6 SPC LRN DS @6
7820016	ACCESS M/J COMPSCI 2 Access M/J Comprehensive Scien	ce 2	ESE 6 MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7820017	ACCESS M/J COMPSCI 3 Access M/J Comprehensive Scien	ce 3	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7820020	HEALTH: 6-8 Health: 6-8	/Y	VARYING EX @6 ANY EXCEPT ED FIELD	
7821021	ACCESS M/J CIVICS Access M/J Civics	/Y	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7821022	ACCESS M/J WRLD HIST Access M/J World History	/Y	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7821023	ACCESS M/J CIV & CP Access M/J Civics and Career P	/Y lanning	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7821025	ACCESS M/J US HIST Access M/J United States Histo	ry /Y	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7821026	ACCESS M/J USHI & CP Access M/J United States Histo	ry and	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
æ7821030	Career Planning CAR ED PLAN Career and Education Planning	/s	VARYING EX @6 ANY EXCEPT ED FIELD	
	SKILLS COURSES			
æ7863000	SOC PERS: 6-8 U SKLS: SOC&EMO 6-8	/s	ANY EXCEPT ED FIELD	
æ7863010	Social Personal: 6-8 Unique Skills: Social & Emotio U SKLS: 6-8 Unique Skills: 6-8	nal 6-8 /S	ANY EXCEPT ED FIELD	

SECTION 4		GRADES 6-8
	EVECTOTIONAL CTUDENT EDUCATION ELEMENTARY	

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	EXCEPTIONAL STUDENT E COURSE LEVEL/LENGTH	DUCATION ELEMENTARY CERTIFICATION
e7863020	SPEECH AUD TRAIN:6-8 Speech and Auditory Training:	/s	SPCH CORR @6 HEAR IMPRD 6 SP LG IMPR 6 LIC SP LG PATH
7863030	U SKLS: IND FUNC 6-8 Unique Skills: Independent Functioning 6-8	/s	ANY EXCEPT ED FIELD
7863040	U SKLS: CURR&LRN 6-8 Unique Skills: Curriculum & Learning 6-8	/s	ANY EXCEPT ED FIELD
7863050	U SKLS: COMMUNIC 6-8 Unique Skills: Communication 6	_8 /S	ANY EXCEPT ED FIELD
7863060	ORIEN MOBLTY: 6-8 Orientation and Mobility: 6-8	/s	VISU IMPRD 6/ORIEN MOBL E
7863070	EXP SKLS: 6-8	/s	ANY EXCEPT ED FIELD
7863080	Expanded Skills: 6-8 U SKLS VISION: 6-8 EXP CORE COMP: 6-8 Unique Skills Vision: 6-8	/s	VISU IMPRD 6
7863090	Expanded Core Competencies: 6- LRNG STR: 6-8	8 /s	ANY EXCEPT ED FIELD
7863095	Learning Strategies: 6-8 LRNG STR: 6-8 & C/P Learning Strategies: 6-8 & Car Planning	/S eer	EMTL HNDCP @6 ESE 6 MNTL HNDCP @6 SPC LRN DS @6 VARYING EX @6
THERAPY			
7866030	SPEECH THRPY: 6-8 Speech Therapy: 6-8	/z	SPCH CORR @6 SP LG IMPR 6 LIC SP LG PATH
7866040	LANG THRPY: 6-8 Language Therapy: 6-8	/z	SP LG ASSO SPCH CORR @6 SP LG IMPR 6 LIC SP LG PATH
7866050	OCCU THRPY: 6-8	/z	LIC SLPA SP LG ASSO LIC AS OCCUP THER
7866070	Occupational Therapy: 6-8 PHY THRPY: 6-8 Physical Therapy: 6-8	/z	LIC AS OTA OCCUP THER @6 LIC AS PHY THER LIC AS PTA

GRADES 6-8

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY

COURSE NUMBER ABBREVIATED TITLE COURSE TITLE

COURSE LEVEL/LENGTH

CERTIFICATION

|NON-CREDIT|

7800010 THRP INSTR SPT: 6-8
Therapeutic Instructional Support:

/Z

ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER

6-8

7855020 HH INST SER: 6-8

/Z

ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER

Hospital and Homebound Instructional Services: 6-8

COURSE NUMBER

GRADES 9-12, 30, 31

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY COURSE LEVEL/LENGTH ABBREVIATED TITLE COURSE TITLE

CERTIFICATION

ACADEMIC	S - SUBJECT AREAS				
a7910100	READ: 9-12 Reading: 9-12	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
a7910110	ENG: 9-12 English: 9-12	/M	MULTIPLE	AND READ ENDORS/CERT BASED ON GRADE LEVEL ESE 6 MNTL HNDCP @6	OR ELEM HQT INSTR OF STUDENTS EMTL HNDCP @6 SPC LRN DS @6
7910111	ACCESS ENGLISH 1/2 Access English 1/2	/M	MULTIPLE	VARYING EX @6 ESE 6 MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
7910112	ACCESS ENGLISH 3/4 Access English 3/4	/M	MULTIPLE	VARYING EX @6 ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
¤7910115	ENG SKLS 1 English Skills 1 (formerly 1001300)	1/Y	1.0	TO BE DETERMINED	
¤7910120	ENG SKLS 2 English Skills 2 (formerly 1001330)	1/Y	1.0	TO BE DETERMINED	
¤7910125	ENG SKLS 3 English Skills 3 (formerly 1001360)	1/Y	1.0	TO BE DETERMINED	
¤7910130	ENG SKLS 4 English Skills 4 (formerly 1001390)	1/Y	1.0	TO BE DETERMINED	
a7910390	LIF SKLS COM: 9-12 Life Skills Communication: 9-12	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
^a 7910400	LIF SKLS READ: 9-12 Life Skills Reading: 9-12	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
a7912050	MATH: 9-12 Math: 9-12	/M	MULTIPLE	AND READ ENDORS/CERT BASED ON GRADE LEVEL ESE 6 MNTL HNDCP @6 VARYING EX @6	
7912060	ACCESS INF GEOMETRY Access Informal Geometry	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7912070	ACCESS LIB ARTS MATH Access Liberal Arts Mathematics	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	TO EDUCATION ELEM	CERTIFICATION	
æ7912080	ACCESS ALGEBRA 1A Access Algebra 1A	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
æ7912090	ACCESS ALGEBRA 1B Access Algebra 1B	/M	MULTIPLE	(8) 180 Y (8) 180 Y (8) 120 Y (8) 150 Y (8) 150 Y (15)	EMTL HNDCP @6 SPC LRN DS @6
¤7912100	BASIC MATH SKLS Basic Mathematics Skills	1/Y	1.0	TO BE DETERMINED	
¤7912105	(formerly 1200300) CONSUMER MATH Consumer Mathematics (formerly 1200370)	1/Y	1.0	TO BE DETERMINED	
¤7912110	EXPLORS IN MATH 1 Explorations in Mathematics 1 (formerly 1205500)	1/Y	1.0	TO BE DETERMINED	
¤7912115	EXPLORS IN MATH 2 Explorations in Mathematics 2 (formerly 1205510)	1/Y	1.0	TO BE DETERMINED	
^a 7912340	LIF SKLS MA: 9-12 Life Skills Math: 9-12	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6
7915010	SPECI DESIGN PE Specially Designed Physical Education	/M	MULTIPLE	[C.4.1.1] [C.4.1.1] [C.7.1] [C	VARYING EX @6 PHYS ED @1 EMTL HNDCP @6
7915015	ACCESS HOPE 9-12 Access Health Opportunities thr Physical Education 9-12	/M rough	MULTIPLE	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6 PHYS ED 1 PHYS ED @1
a7920010	SCI: 9-12 Science: 9-12	/M	MULTIPLE		EMTL HNDCP @6 SPC LRN DS @6
7920011	ACCESS CHEMISTRY 1 Access Chemistry 1	/M	MULTIPLE		EMTL HNDCP @6 SPC LRN DS @6
7920015	ACCESS BIOLOGY 1 Access Biology 1	/M	MULTIPLE		EMTL HNDCP @6 SPC LRN DS @6
7920020	ACCESS E/S SCI Access Earth/Space Science	/M	MULTIPLE		EMTL HNDCP @6 SPC LRN DS @6
7920025	ACCESS INTEG SCI 1 Access Integrated Science 1	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @6 SPC LRN DS @6

GRADES 9-12, 30, 31 SECTION 4

COURSE	ABBREVIATED TITLE	COURSE	DENT EDUCATION ELEM			
NUMBER	COURSE TITLE LE	VEL/LENGTH		CERTIFICATION	N .	
¤7920030	FNDMTL INTEG SCI 1	1/Y	1.0	TO BE DETERMINED		
¤7920035	Fundamental Integrated Science 1 FNDMTL INTEG SCI 2 Fundamental Integrated Science 2	1/Y	1.0	TO BE DETERMINED		
7920040	FNDMTL INTEG SCI 3 Fundamental Integrated Science 3	1/Y	1.0	TO BE DETERMINED		
7920050	HEALTH SAFETY: 9-12 Health and Safety: 9-12	/M		ANY EXCEPT ED FIELD		
	SS: 9-12 Social Studies: 9-12	/M		ANY EXCEPT ED FIELD		
7921015	ACCESS US GOVT Access United States Government	/M	MULTIPLE	ESE 6 MNTL HNDCP @6 VARYING EX @6	SPC LRN DS @	
7921020	ACCESS ECON Access Economics	/M	MULTIPLE		EMTL HNDCP @ SPC LRN DS @	
7921025	ACCESS US HIST Access United States History	/M	MULTIPLE		EMTL HNDCP @ SPC LRN DS @	
¤7921030	FNDMTL WORLD HISTORY Fundamental World History	1/Y	1.0	TO BE DETERMINED		
¤7921035	FNDMTL US HISTORY Fundamental United States Histor	1/Y	1.0	TO BE DETERMINED		
7921040	FNDMTL ECONOMICS Fundamental Economics	1/Y	1.0	TO BE DETERMINED		
7921045	Fundamental United States Govern		1.0	TO BE DETERMINED		
	CAR ED: 9-12 Career Education: 9-12 TRAN PLAN: 9-12	/M /M		ANY EXCEPT ED FIELD ANY EXCEPT ED FIELD		
	Transition Planning: 9-12 VISUAL PERFORM Visual and Performing Arts	/M	MULTIPLE		MUSIC DRAMA	6
The second secon	D LEVEL: 9-12					
^a 7961010	ACAD SKLS FNG LIV Academic Skills for Functional	/M	MULTIPLE	ESE 6 MNTL HNDCP @6	PRIMARY ED @ SPC LRN DS @	
^a 7961020	Living COMM SKLS FNG LIV Communication Skills for Function Living	onal /M	MULTIPLE	VARYING EX @6 ESE 6 MNTL HNDCP @6 VARYING EX @6	EMTL HNDCP @ SPC LRN DS @	

SECTION 4		EXCEPTIONAL STUD	ENT EDUCATION ELEM	FNTARY	GRADES 9-12, 30, 31
COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	COURSE LEVEL/LENGTH	ENT EDUCATION ELEM	CERTIFICAT	TION
a7961030	Personal and Home Skills for	/M	MULTIPLE	FAM CON SC 1 ANY EXCEPT ED FIELD	
a7961040	Functional Living LEIS REC SKL FNG LIV Leisure and Recreation Skills	/M	MULTIPLE	ANY EXCEPT ED FIELD	
a7961050	Functional Living COMMU SOC SKL Community and Social Skills f Functional Living	or /M	MULTIPLE	ANY EXCEPT ED FIELD	
	PATORY LEVEL: 9-12				
a7962010	COGN LING SKLS Cognitive and Linguistic Skil	/M	MULTIPLE	MNTL HNDCP @6	EMTL HNDCP @6 SPC LRN DS @6
a7962020	LIF SUSTN ENVIR SKLS Life Sustaining and Environme Interaction Skills	/M ntal	MULTIPLE	VARYING EX @6 ESE 6 MNTL HNDCP @6 VARYING EX @6 LIC AS OCCUP THER	EMTL HNDCP @6 SPC LRN DS @6 LIC AS OTA
^a 7962030	LEIS REC IMPR SKLS Leisure/Recreation Skills for Improvement of Quality of Lif	/M	MULTIPLE	ANY EXCEPT ED FIELD	
a7962040	DEV FNG MOTOR SKLS Developmental-Functional Moto Sensory Skills	/M	MULTIPLE	ANY EXCEPT ED FIELD	
	SKILLS COURSES				
7963010	PREP AD LIV	/M	MULTIPLE	ANY EXCEPT ED FIELD	
a7963030	Preparation for Adult Living SKLS STUS MO HE IMP Skills for Students who are Mo and Other Health Impaired	otor /M	MULTIPLE	ANY EXCEPT ED FIELD	
æ7963040		/M eaf	MULTIPLE	HEAR IMPRD 6	

SECTION 4 GRADES 9-12, 30, 31

COURCE	ADDDEVIATED TITLE		DENT EDUCATION ELEM		ADES 5 12, 50, 51
COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE L	COURSE EVEL/LENGTH		CERTIFICATION	
27963050	SKLS STUS VISUAL IMP EXP CORE COMP: 9-12 Skills for Students who are Visually Impaired	/M	MULTIPLE	VISU IMPRD 6	
7963060	Expanded Core Competencies: 9-1 ORIEN MOBLTY SKLS ORIEN & MOBIL: 9-12 Orientation and Mobility Skills Orientation and Mobility: 9-12	/M	MULTIPLE	VISU IMPRD 6/ORIEN MOBL	E
7963070	SOC PERS SKLS U SKLS: SOC&EMO 9-12 Social and Personal Skills Unique Skills: Social & Emotion 9-12	/M al	MULTIPLE	ANY EXCEPT ED FIELD	
e7963080	LRNG STRATEGIES 9-12 Learning Strategies: 9-12	/M		ANY EXCEPT ED FIELD	
7963090	Skills for Students who are Gif	ted /M		GIFTED E/ACADEMIC COVERAGE AND CONTENT OF COURSE	
	SKLS STUS AUTISM Skills for Students with Autism SKLS STUS OF D-BL Skills for Students who are Dea	/M	MULTIPLE MULTIPLE	ESE 6 MNTL HNDCP @6 HEAR IMPRD 6 VARYING EX @6	EMTL HNDCP @6 VARYING EX @6 MNTL HNDCP @6 VISU IMPRD 6
7963130	Blind U SKLS: 9-12	/M	MULTIPLE	ANY EXCEPT ED FIELD	7250 2.11.10
7963140	Unique Skills: 9-12 SELF-DETERMINATION Self-Determination	/M	MULTIPLE	ANY EXCEPT ED FIELD	
7963150	U SKLS: COMMUNI 9-12 Unique Skills: Communication 9-	/M	MULTIPLE	ANY EXCEPT ED FIELD	
7963160	U SKLS: IND FUN 9-12 Unique Skills: Independent	/M	MULTIPLE	ANY EXCEPT ED FIELD	
	Functioning 9-12 U SKLS: CURR&LRN9-12 Unique Skills: Curriculum &	/M	MULTIPLE	ANY EXCEPT ED FIELD	
7963180	Learning 9-12 SPEECH&AUD TRNG 9-12 Speech and Auditory Training: 9	-12 /M	MULTIPLE	SPCH CORR @6 SP LG IMPR 6 LIC SP LG PATH	HEAR IMPRD 6
MISCELLA	NEOUS				
7919010	DR ED SP LRNRS Driver Education for Special Learners	/M	MULTIPLE	ANY FIELD/DRIVER ED E ANY FIELD	

SECTION 4

GRADES 9-12, 30, 31

EXCEPTIONAL STUDENT EDUCATION ELEMENTARY

COURSE LEVEL/LENGTH

COURSE ABBREVIATED TITLE NUMBER COURSE TITLE CERTIFICATION |GIFTED| æ7965010 MTH STUS GIFTED /M MULTIPLE GIFTED E/ACADEMIC COVERAGE REQUIRED FOR SUBJECT Research Methodology for Students w AND CONTENT OF COURSE ho are Gifted EXTRNSHP STUS GIFTED æ7965030 MULTIPLE GIFTED E/ACADEMIC COVERAGE REQUIRED FOR SUBJECT Externship for Students who are Gifted AND CONTENT OF COURSE æ7965040 STUDIES STUS GIFTED /M MULTIPLE GIFTED E/ACADEMIC COVERAGE REQUIRED FOR SUBJECT Studies for Students who are Gifted AND CONTENT OF COURSE THERAPY

æ7966020	Physical Therapy OCCU THERAPY Occupational Therapy	/M /M /M	MULTIPLE MULTIPLE MULTIPLE	LIC AS PHY THER LIC AS PTA LIC AS OCCUP THER LIC AS OTA SPCH CORR @6 CCUP THER @6 SP LG IMPR 6				
	Speech Therapy LANG THERAPY Language Therapy	/M	MULTIPLE	SPCH CORR @6 LIC SP LG PATH LIC SLPA SPCH CORR @6 LIC SP LG PATH LIC SLPA	SP LG SP LG SP LG	ASSO IMPR	6	

CAREER AND TECHNICAL EDUCATION FOR STUDENTS WITH DISABILITIES

a	7980010	EXPLOR EDUCATION Exploratory Education	/M	VO	MULTIPLE	ANY VOCATIONAL FIELD OR COVERAGE
а	7980020	PRACTICAL ARTS ED	/M	VO	MULTIPLE	ANY EXCEPT ED FIELD ANY VOCATIONAL FIELD OR COVERAGE
а	7980030	Practical Arts Education JOB PREP	/M	VO	MULTIPLE	ANY EXCEPT ED FIELD ANY VOCATIONAL FIELD OR COVERAGE
	7980040	Job Preparatory Education PREP FOR ENTREP/EMP Preparation for Entrepreneurship/	/M	VO	MULTIPLE	ANY VOCATIONAL FIELD OR COVERAGE
	7980110	Self-Employment	6			ANY EXCEPT ED FIELD
		CAR PREP Career Preparation	/M		MULTIPLE	ANY VOCATIONAL FIELD OR COVERAGE ANY EXCEPT ED FIELD
	7980120	CAR EXPS Career Experiences	/M	VO	MULTIPLE	ANY VOCATIONAL FIELD OR COVERAGE ANY EXCEPT ED FIELD

COURSE NUMBER	ABBREVIATED TITLE	EXCEPTIONAL COURSE LEVEL/LENGTH	STUDENT	EDUCATION ELEM	GRADES 9-12, 30, 31 CERTIFICATION
7980130 7980150	CAR PL Career Placement SUP COMPE EMPLOY Supported Competitive Employme	/M /M	vo vo	MULTIPLE MULTIPLE	ANY VOCATIONAL FIELD OR COVERAGE ANY EXCEPT ED FIELD ANY EXCEPT ED FIELD
7980190	TECH ED Technology Education	/M	VO	MULTIPLE	ANY VOCATIONAL FIELD OR COVERAGE TEC ED 1
NON-CRED	DIT				
7900010	THRP INSTR SPT Therapeutic Instructional Suppo	/Z			ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER
7900030	H/H INSTR SERVS Hospital/Homebound Instructional Services	/7			ANY FIELD WHEN CERT REFLECTS BACHELOR/HIGHER

Section 5: Career and Technical Education (CTE) Vocational Career Path, Program and Course Listings

Career Clusters

Agriculture, Food & Natural Resources
Architecture & Construction
Arts, A/V Technology & Communication
Business Management & Administrative
Education & Training
Energy
Engineering & Technology Education
Finance
Government & Public Administration
Health Science
Hospitality & Tourism
Human Services
Information Technology (IT)
Law, Public Safety & Service
Manufacturing
Marketing, Sales & Services
Transportation, Distribution & Logistics
Additional Career & Technical Education Programs/Courses

Please note the following for courses marked with an "^": For reporting this course for funding, use cost reporting code 102 for middle school and code 103 for high school; this course should not be reported with cost reporting code 300.

CAREER AND TECHNICAL EDUCATION PROGRAMS & COURSES BY CAREER CLUSTER

COURSES MEETING

PROGRAM/ SUBJECT AREA ABBREVIATED TITLE GRAD PROGRAM/COURSE TITLE / COURSE LEVEL COURSE GRADE LEVEL/ GRADUATION

NUMBER CRSE LENGTH REQUIREMENTS CREDIT CERTIFICATION

AGRICULT	TURE, FOOD & NATURAL RESOURCES CAREER	PATH						
8106500	PLANT BIOTECH	9-12,30,31	/			AGRICULTUR	1 @2	
8106810			/Y	EQ	1.0			
8106850			/Y	VO	1.0			
8106510	Agricultural Biotechnology 2/Level 3 PLANT BIOTECH 3 Plant Biotechnology 3/Level 3		/Y	VO	1.0			
		ANIMAL SYSTE	MS CAR	EER PATH	(AGPC)			-
8106100		9-12,30,31	/			AGRICULTUR	1 @2	
8106810	Animal Biotechnology AGSCIENCE FOUND 1		/Y	EQ	1.0			
8106850	Agriscience Foundations 1/Level 3 AG BIOTECH 2 Agricultural Biotechnology 2/Level 3		/Y	VO	1.0			
8106120	ANIM BIOTECH 3 Animal Biotechnology 3/Level 3		/Y	VO	1.0			
ARTS, A/	V TECHNOLOGY & COMMUNICATION CAREER C							
8209600	DIGITAL DESIGN Digital Design	9-12,30,31	/			BUS ED TEACH CBE ELECT DP SECRETAR TEC ELEC	1 @2 @7 @7 G @7 G \$7 G	VOE @7 BUS DP @7 G CLERICAL @7 G STENOG @4 @7 G COMPU SCI 6 @2
8200320	^a KEYBD & BUS SK & [®] APLD CPT BUS SK 1 ^a Keyboarding and Business Skills/ Level 2 AND [®] Applied Computer Business Skills 1/		/s	VO	0.5	COMM ART	@7	PRINTING 7 G
	Appried Computer Business Skills 1/		3/26/2 Page					

									1.7
CAREER AND	TECHNICAL	EDUCATION	PROGRAMS	&	COURSES	BY	CAREER	CLUSTER	

COURSES MEETING

PROGRAM/ COURSE NUMBER	ABBREVIATED TITLE G PROGRAM/COURSE TITLE / COURSE LEVEL	RADE LEVEL/	SU	SES MEETING BJECT AREA GRADUATION REQUIREMENTS	CRE	DIT CERTIFICATION
8200330	Level 2 ^a CPT & BUS SK OR [®] APLD CPT BUS SK 2 ^a Computer and Business Skills/Level 2 OR		/s	VO	0.5	
8209020	<pre>*Applied Computer Business Skills 2/ Level 2</pre>		/Y	PA	1.0	
8207310			/Y	PA	1.0	
8209510	Technology/Level 2		/Y	PA	1.0	
8209520	DIĞITAL DESIĞN 2 Digital Design 2/Level 3	,	/Y	PA	1.0	
8209530	DIGITAL DESIGN 3 Digital Design 3/Level 3		/Y	PA	1.0	
8209540	DIGITAL DESIGN 4 Digital Design 4/Level 3	,	/Y	PA	1.0	
	BUSINESS			EMENT CAREER		
8302100	ACCOUNTING APPS Accounting Applications	9-12,30,31	/			BUS ED 1 @2 TEACH CBE @7 VOE @7 ACCTING @7 G BOOKKEEPIN @4 @7 G SEE CURRICULUM FRAMEWORK FOR SPECIFIC VOC COVERAGE
8207310	INTROD TO INFO TECH Introduction to Information Technolog /Level 2	у	/Y	PA	1.0	
8203310	ACCT APPL 1		/Y	VO	1.0	
8203320			/Y	VO	1.0	
8203330	Accounting Applications 2/Level 3 ACCT APPL 3	,	/Y	VO	1.0	
a8203400	Accounting Applications 3/Level 3 aACCT OPS Accounting Operations	9-12,30,31	/			BUS ED 1 @2 TEACH CBE @7 VOE @7 ACCTING @7 G BOOKKEEPIN @4 @7 G
			3/26 Page			SEE CURRICULUM FRAMEWORK FOR SPECIFIC VOC COVERAGE

SECTION 5						CAREER AND TECHNICAL EDUCATION
All and the second seco	CAREER AND	TECHNICAL		ION PROGRAM		ES BY CAREER CLUSTER
PROGRAM/ COURSE NUMBER	ABBREVIATED TITLE PROGRAM/COURSE TITLE / COURSE LEVEL	GRADE LEVEL CRSE LE	/	BJECT AREA GRADUATION REQUIREMENT		CERTIFICATION
8200320	aKEYBD & BUS SK & APLD CPT BUS SK 1		/s	VO	0.5	
8200330	aKeyboarding and Business Skills/ Level 2 AND Applied Computer Business Skills 1/ Level 2 CPT & BUS SK OR APLD CPT BUS SK 2 Computer and Business Skills/Level 2 OR		/s	VO	0.5	
8209020	<pre>*Applied Computer Business Skills 2/ Level 2 CPT FOR COLG & CAR Computing for College and Careers/ Level 2 OR</pre>		/Y	PA	1.0	
8207310		ју	/Y	PA	1.0	
8203310	ACCT APPL 1		/Y	VO	1.0	
8203320	Accounting Applications 1/Level 3 ACCT APPL 2		/Y	VO	1.0	
8203330	Accounting Applications 2/Level 3 ACCT APPL 3 Accounting Applications 3/Level 3		/Y	VO	1.0	
8815100	FINANCE	9-12,30,3	1 /		SEE	CURRICULUM FRAMEWORK FOR SPECIFIC VOC COVERAGE
8815110	Finance FINANCIAL OPS Financial Operations/Level 3		/Y	VO	1.0	
	ADMINISTRATI	IVE & INFOR	MATION	SUPPORT C	AREER PATH	(BAPF)
8212110	Administrative Office Technology 1/		/Y	VO	1.0	
8212120	Level 2 BUS SOFTWARE APPL 1 Business Software Applications 1/		/Y	VO	1.0	
8212410	Level 2 ADM OFFICE TECH 2 Administrative Office Technology 2/		/Y	VO	1.0	
			3/26 Page			

HEALTH ED @3 @4 @6 VOC HM EC @4

6

HEALTH

CAREER AND TECHNICAL EDUCATION PROGRAMS & COURSES BY CAREER CLUSTER

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COURSES MEETING

PROGRAM/				UBJECT AREA	3				
COURSE NUMBER	ABBREVIATED TITLE PROGRAM/COURSE TITLE / COURSE LEVEL	GRADE LEY CRSE		GRADUATION REQUIREMENT		DIT	CERTIFICATION		
8212420	Level 2 ADM OFFICE TECH 3 Administrative Office Technology 3/ Level 2		/Y	VO	1.0				
в070330	ADM OFFICE SPEC Administrative Office Specialist	30, 31	/			BUS ED VOE SECRETAR STENOG SEE CURRICU ADMIN ASS	1 @2 @7 @7 G @4 @7 LUM FRAMEWORK FOR SI T 7 G	TEACH CBE @7 CLERICAL @7 MANAG SUPV @7 PECIFIC VOC COVERAC	7 G 7 G
		TEACHING/T	ΓRAINING	CAREER PATH	(EDPC)			
8503211	EARLY CHILD ED 1 Early Childhood Education 1/Level 2		/Y	VO	1.0				
8503212	EARLY CHILD ED 2		/Y	PA	1.0				

Early Childhood Education 2/Level 2 8503213 EARLY CHILD ED 3

Early Childhood Education 3/Level 2

|HEALTH SCIENCE CAREER CLUSTER|

THERAPEUTIC	SERVICES	CAREER	PATH	(HLPA)
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PA

8400310	EXPL HLTH OCCS Exploration Of Health Occupations	6-8	/s	VO		ANY HEALTH OCCUP G FAM CON SC 1 HEALTH 6
8400320	MEDICAL SKLS SERS Medical Skills and Services/Level 2	9-12,30,31	/Y	VO	1.0	ANY HEALTH OCCUP G HEALTH ED @4 @6
8417100	HEALTH SCIENCE 1		/Y	VO	1.0	
8417110	Health Science 1/Level 2 HEALTH SCIENCE 2 Health Science 2/Level 2		/Y	VO	1.0	
8417130	ALLIED HEALTH ASSIT	9-12,30,31	/			ANY HEALTH OCCUP G
			3/26/ Page			

Information and Communications Technology (ICT) Essentials

CAREER AND TECHNICAL EDUCATION PROGRAMS & COURSES BY CAREER CLUSTER

PROGRAM/ COURSE NUMBER	ABBREVIATED TITLE PROGRAM/COURSE TITLE / COURSE LEVEL	GRADE LEVEL, CRSE LEI	COURSE SUB:	ES MEET JECT AR GRADUAT	ING EA ION		CERTIFICATION			
8417131	Allied Health Assisting ALLIED HLTH ASSIST 3 Allied Health Assisting 3/Level 2		/Y	VO	1.0					
HOSPITAL	.ITY & TOURISM CAREER CLUSTER									
	RESTAURANTS	AND FOOD & B								
8800500	CULINARY ARTS	9-12,30,3	1 /			FAM CON SC	1	CULINARY	7	G
8800510			/Y	VO	1.0					
8800520	Culinary Arts 1/Level 2 CULINARY ARTS 2 Culinary Arts 2/Level 2		/Y	PA	1.0					
8800530	CULINARY ARTS 3 Culinary Arts 3/Level 2		/Y	PA	1.0					
8800540			/Y	VO	1.0					
		MIDDLE	E SCHOOL	PROGR						
9009350	EXPLOR IT CAREERS Exploring Information Technology Careers	6-8	/s	VO	MULTIPLE	INFO TECH DIGI MEDIA		COMPU SCI WEB DEV CYBER TECH	6 7 7	G G
9009360	EXPLOR IT CAREERS/CP Exploring Information Technology Careers and Career Planning	6-8	/s	VO		COMP PROG BUS ED INFO TECH DIGI MEDIA COMP PROG	7 G 1 @2 7 G 7 G 7 G	COMPU SCI WEB DEV CYBER TECH	6 7 7	G G
9009100	INFO & COMM TECH ESS Information and Communications	6-8	/			BUS ED INFO TECH	1 @2 7 G	COMPU SCI WEB DEV	6	G

NUMBER

CAREER AND TECHNICAL EDUCATION PROGRAMS & COURSES BY CAREER CLUSTER

COURSES MEETING SUBJECT AREA

PROGRAM/ COURSE ABBREVIATED TITLE

PROGRAM/COURSE TITLE / COURSE LEVEL CRSE LENGTH REQUIREMENTS CREDIT

GRADE LEVEL/ GRADUATION

CERTIFICATION

LAW, PUB	LIC SAFETY & SECURITY CAREER CLUSTER									
	CO	RRECTION SER	/ICES	CAREER	PATH (LWPA	7)	_			
8918000	CRIMINAL JUST OPS Criminal Justice Operations	9-12,30,31				CORR OFF @7 G PUB SERV @7 G		LAW ENF	@7	G
8918010 8918020	CRIMINAL JUST OPS 1 Criminal Justice Operations 1/Level CRIMINAL JUST OPS 2	2	/Y /Y	VO VO	1.0					
8918030	Criminal Justice Operations 2/Level 2		/Y	VO	1.0					
8918040	CRIMINAL JUST OPS 4 Criminal Justice Operations 4/Level		/Y	VO	1.0					
		GENE	ERAL PI	ROGRAM	S					
8900220	Exploration of Criminal Justice	6-8	/s	VO	MULTIPLE	LAW ENF @7 G ANY PUB SERV OCC E	- ED G	CORR OFF	@7	G
a8900222	Occupations 3900222 ^a EXP OF CJ OCCS & CP Exploration of Criminal Justice Occupations and Career Planning	6-8	/s	VO	MULTIPLE	LAW ENF @7 G ANY PUB SERV OCC E	ED G	CORR OFF	@7	G
8900410		9-12,30,31	/			ANY PUB SERV OCC I CORR OFF @7 G	ED G	LAW ENF	@7	G
9009100	Information and Communications	6-8	/			BUS ED 1 @2 INFO TECH 7 G		COMPU SCI WEB DEV	6 7	G
9009110	Information and Communications		/Y	VO						
9009120	Information and Communications		/Y	VO						
9009130	Technology (ICT) Essentials 2 INFO & COMM TECH 3 Information and Communications Technology (ICT) Essentials 3		/Y	VO						
			3/26/ Page							

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CAREER AND TECHNICAL EDUCATION

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CAREER	AND	TECHNICAL	EDUCATION	PROGRAMS	&	COURSES	BY	CAREER	CLUST	TER	

PROGRAM/ COURSE NUMBER	ABBREVIATED TITLE PROGRAM/COURSE TITLE / COURSE LEVEL	GRADE LE	COURS SUB VEL/	ES MEE JECT A GRADUA	AREA							
9160350	INTRO LAW & PS Introduction to Law, Public Safety and Security	6-8	/s	VO	MULTIPLE		ENF @7 PUB SERV O		G	CORR OFF	@7	G
9160360	INTRO LAW & PS & CP Introduction to Law, Public Safety and Security and Career Planning	6-8	/s	VO	MULTIPLE		ENF @7 PUB SERV O		G	CORR OFF	@7	G
	M/	J EXPLORA	ATORY CARE	ER EDU	CATION WHE	EL						
8000300	M/J EXP WHEEL 1	6-8	/s			ANY	VOCATIONAL	FIELD	OR	COVERAGE		
8000200	M/J Exploratory Career Wheel 1 M/J EXP WHL 1 & CP M/J Exploratory Career Wheel 1 and	6-8	/s			ANY	VOCATIONAL	FIELD	OR	COVERAGE		
8000210	Career Planning M/J EXPLOR WHEEL 2 M/J Exploratory Career Wheel 2	6-8	/s			ANY	VOCATIONAL	FIELD	OR	COVERAGE		
8000220	M/J EXPLOR WHEEL 3 M/J Exploratory Career Wheel 3	6-8	/s			ANY	VOCATIONAL	FIELD	OR	COVERAGE		
8000230	M/J EXPLOR WHEEL 4 M/J Exploratory Career Wheel 4	6-8	/s			ANY	VOCATIONAL	FIELD	OR	COVERAGE		
8000240	M/J EXPLOR WHEEL 5 M/J Exploratory Career Wheel 5	6-8	/s			ANY	VOCATIONAL	FIELD	OR	COVERAGE		
8000250	M/J EXPLOR WHEEL 6 M/J Exploratory Career Wheel 6	6-8	/s			ANY	VOCATIONAL	FIELD	OR	COVERAGE		
		MI	DDLE SCHOO	L PROG	RAMS							
8000400	OR TO CAREER CLUST Orientation to Career Clusters	6-8	/s	VO		ANY	VOCATIONAL	FIELD	OR	COVERAGE		

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SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO	12a ————	
DATE OF SCHOOL B	OARD MEETING: April 23, 2013	
TITLE OF AGENDA I	TEM: Approval of School Board Policy 8.40	
DIVISION:		
This is a CONTIN	IUATION of a current project, grant, etc.	
PURPOSE AND SUMM	MARY OF ITEM:	
Approval of School Boar	rd Policy 8.40 (General Food Service Requirements) is requested.	
FUND SOURCE:	N/A	
AMOUNT:	N/A	
PREPARED BY:	Rosalyn W. Smith	
POSITION:	Deputy Superintendent	
Number of ORIGI	INSTRUCTIONS TO BE COMPLETED BY PREPARER NAL SIGNATURES NEEDED by preparer. SIGNATURE: page(s) numbered TURE: page(s) numbered	
REVIEWED BY:		

GADSDEN COUNTY SCHOOL BOARD

REGULAR MEETING: April 23, 2013

Suggested script for amending Gadsden County School Board Policy Numbered 8.40 (General Food

Service Requirements).

() CHAIRPERSON

The next agenda item is Item Number which includes

consideration of, and action upon School Board Policy

Numbered 8.40 (General Food Service Requirements). Based upon

professional judgment and past experience, modifications of

this policy will have little to no economic impact. For this

reason no action is being taken on an economic impact

statement. THIS PUBLIC HEARING IS INCLUDED IN

THE REGULAR MEETING OF THE SCHOOL BOARD OF

GADSDEN COUNTY, FLORIDA, held on April 23, 2013, in

the regular School Board Meeting Room in the Max D. Walker

Administration Building at Number 35 Martin Luther King Jr.

Blvd., Quincy, Florida. The hearing is for the purpose of

receiving input and comments from the public on Policy

Numbered 8.40. This hearing is being electronically recorded.

The hour is now p.m. At an appropriate time, the Chair

will invite from the audience questions, comments, evidence,

arguments, oral statements or other information regarding the

proposed action. At that time, each individual wishing to

address the Board will please first rise, be recognized by the

Chair, and state her or his name.

() SUPERINTENDENT

Mr./Madam Chairperson, each member of the Board has been furnished a copy of the proposed policy previously described by you. I recommend that the Board amend School Board Policy Numbered 8.40 (General Food Service Requirements).

() CHAIRPERSON

If there is anyone who wishes to ask questions, make comments, present evidence or oral arguments or present other information regarding the proposed action, you may do so at this time.

(QUESTIONS, COMMENTS, ETC., IF ANY.)

() A MEMBER

Mr./Madam Chairperson, I move to amend Policy Numbered 8.40.

() A MEMBER

I second the motion.

() CHAIRPERSON

There is a motion and a second to amend Policy Numbered 8.40.

Is there any further discussion? All in favor of the motion please say aye- All opposed... The policy has been amended and it is so ordered. The next item on the agenda is Item Number ____.

GENERAL FOOD SERVICE REQUIREMENTS

8.40*+

- (1) The school food service program shall operate according to requirements set forth in Florida Statutes and State Board of Education rules. The school food service program shall include the federally reimbursed lunch program, ala carte food, beverage offerings, and sale of food and beverage items offered by School Food services through vending machines or other methods to students at all school facilities during the school day and may include the federally reimbursed breakfast program.
- (2) The school food service program shall be an integral part of the District's educational program, offering nutritional and educational opportunities to students.
- (3) Foods and beverages available in schools shall be only those which meet the nutritional needs of students and contribute to the development of desirable health habits unless permitted otherwise by State Board of Education rules and approved by the Superintendent.
- (4) The school food service program shall meet the standards for Food Service and Sanitation and Safety as provided by the Florida State Board of Health and Florida State Department of Education.
- (5) School food and nutrition service funds shall not be considered or treated as internal funds of the local school, but shall be a part of the district school funds. School food and nutrition service funds shall be subject to all the requirements applicable to the district fund such as budgeting, accounting, reporting, and purchasing and such additional requirements is set forth in the written procedures manual authorized in this policy.
- (6) USDA commodities shall be acquired, stored, and utilized in accordance with United States Department of Agriculture and related State Board of Education rules.
- (7) The Superintendent or designee shall develop a written procedures manual to govern school food and nutritional services programs.
- (8) Purchases of perishable produce are exempt from formal bid procedures.

 The Food Service Management Team, under the direction of the Superintendent and the Assistant Superintendent for Business Services, has authority to accept informal quotes from available providers, make purchases, expend budgeted funds and accept perishable produce without School Board Approval of the bid quotes.

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Revised: 04/23/2013

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GADSDEN 8.40*+

CHAPTER 8.00 - AUXILIARY SERVICES

STATUTORY AUTHORITY:

1001.41, 1001.42, F. S.

LAWS IMPLEMENTED:

1001.43, 1006.06, 1006.0605, F. S.

STATE BOARD OF EDUCATION RULE: 6A-7.040; 6A-7.041; 6A-7.042; 6A-7.045

HISTORY:

ADOPTED:

REVISION DATE(S): 9/15/02, 7/15/03, 6/22/04

FORMERLY: 6.401

©EMCS Revised: 04/23/2013 Page 2 of 2

GADSDEN 8.40*+

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SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO	13a .
DATE OF SCHOOL BOAT	RD MEETING: April 23, 2013
TITLE OF AGENDA ITE	M: ETO Service Summaries
DIVISION:	
This is a CONTINUA	TION of a current project, grant, etc.
PURPOSE AND SUMMAI	RY OF ITEM:
This is a partial report in fulf	fillment of accountability provided by the Education Transformation
Operations office (ETO) to s	chools and district (June 2012 – April 2013).
FUND SOURCE:	N/A
AMOUNT:	N/A
PREPARED BY:	James Mills
POSITION:	Director of ETO
INTERNAL INS	STRUCTIONS TO BE COMPLETED BY PREPARER
Number of ORIGINA	L SIGNATURES NEEDED by preparer.
SUPERINTENDENT'S SIGNATUR	NATURE: page(s) numbered E: page(s) numbered
REVIEWED BY:	

Carter-Parramore Academy

Reading

- Meeting with the Reading Coach and administrators
- Provided logistical support to the Reading Coach
- · Conducted Classroom Walkthroughs
- Helped to process the classroom libraries
- Modeled lessons
- Discussed formulating Coaching Plan for select teachers
- Attended School Advisory Council meeting
- · Modeled lessons for teachers
- Assisted teachers with Common Board Configuration
- Assisted with data from Performance Matters and Write Score
- Provided resource materials for teachers (exemplars, etc.)
- Assisted with creating Action Plans for teachers
- Assisted the Reading Coach with analyzing data
- Observed reading instruction on a continuous basis
- Provided co-teaching in the reading classes

Mathematics

- · Provided logistical and instructional support
- Assisted in planning and delivering effective instruction
- Provided instructional support for the administrators, instructional leadership team, and teachers
- Provided co-teaching in the math classes
- Provided resource materials and supplies for the Mathematics Coach and teachers
- · Attended math department meetings
- Monitored and discussed assessment data
- Developed practice material for each benchmark
- Conducted Classroom Walkthroughs
- Modeled a lesson implementing Acaletics
- Provided assistance with the School Improvement Plan
- Provided Performance Matters training to the coach
- Assisted teachers with implementing the format for the Common Board Configuration

Response to Intervention

- · Assisted counselor with OdyssesyWare program
- Conducted Classroom Walkthroughs
- Assisted with the School Improvement Plan
- Provided assistance in making sure that Accelerated Reader is available
- Provided information on the full or blended digital curriculum for alternative schools
- Developed data report forms to monitor student progress for administrators

Chattahoochee Elementary School

Reading

- Download teacher's Resource Guides from Imagine It!
- Delivered and reviewed the EIR, Elements of Vocabulary and Kaleidoscope Placement Tests with the Reading Coach
- Placed students and gave out intervention materials to classroom teachers
- Observations in classrooms during reading block
- Revisited the Reading Intervention Plan and made adjustments
- Assemble fluency packets, classroom libraries and run resource materials for intervention time.
- Provide coaching to the Reading Coach on how to assist teachers after doing an observation.
- Collected all the Leveled Libraries in Science and Social Studies and organized the by units and levels.
- Assist the Reading with creating coaching plans for selected teachers.
- Participate in classroom walk-throughs with the Reading Coach.
- Work with Reading Coach making K-1st Reading Exemplars.
- Review the School Improvement Plan (Reading Section) with the Reading Coach.
- Work on pulling resources for FCIM.
- Assist the Reading Coach with creating a weekly focus calendar and completing a Differentiated Accountability Focus Classroom Observation Instrument.
- · Attended Grade Level Meetings and gave teachers activities to use with their Exemplars
- · Attend meetings with the Differentiated Accountability Team.
- · Assist with modifying the block schedule for Reading.
- Modeling and Co-teaching Lessons
- Review FAIR and District Assessment Data with Reading Coach and created materials that could be used for remediation
- Participated in Instructional Audits
- · Presenter and facilitator for Reading Endorsement and NGCAR-PD Training
- · Planning and providing support for Professional Development Training for Webb's DOK.
- Provided exemplars for teachers
- Provided theme units to be used during workshop
- Weekly sites visits to give support to the schools

Mathematics

- Participated in Collaborative Planning / Needs Assessments for Math with Administrators and Coaches.
 - o Coach's Binder
 - o Data Notebook
 - Data Chats
 - Lesson Study
 - o Common Core Implementation
 - Common Board Configuration
 - Data Analysis

- o Attended District's Coaches Meeting
- Provided Make and Take Workshop
- Assisted in preparing and participated in Instructional Audits
- Participate in Classroom Observation with the Math Coach
- Supported the Coach with providing PD on the Gradual Release Model
- Attend School's Instructional Leaders Meeting
- Facilitated Lesson Study
- Assist with the School Improvement Plan (Math Section) with the Math Coach.
- Assist with creating Action Plans for selected teachers.
- Modeling and Co-teaching Lessons
- Distribute materials to Math Teachers
- Assisted with getting technology issues addressed
- Reviewed Differentiated Accountability Checklist with Math Coach
- Assist with training in Performance Matters
- · Assisted with modifying the master schedule
- Professional Development on Computer Based Testing
- Provided lessons on using manipulative to deliver instructions
- Weekly site visits to give support to the schools

Science

- Assisted with Lesson Study
- Participated in Classroom Walkthroughs
- Participated in a Community Meeting
- Assist with training in Performance Matters
- Modeling and Co-teaching Lessons / Labs
- Distribute materials to Science Teachers
- Assist with the School Improvement Plan (Science Section) with the Science Coach
- Assisted in preparing and participated in Instructional Audits
- Weekly site visits to give support to the schools

Response to Intervention

Review cumulative folders for specific interventions.

Observe Reading Block and Special Area activities

Conferenced with teachers to inform them of the services available through ETO

Compiled Teacher Data Charts for principal's review

Monitored breakfast area activity

Participated in classroom walkthroughs

Provided assistance in the Media Center

Reviewed Initial Placement Data for SuccessMaker

Review IEP's for student interventions

Participated in Webinar for Homeless Liaison

Participated in Child Study Team Review

Assisted with completing SAPSI

Assisted with collecting data for SIP

Assisted in preparing and participated in Instructional Audits

Observed Science STEM Lab with Science Specialist

Observed various classrooms for classroom management issues

Attended Student Study Team Meetings and IEP Updates

Observed classes for implementation of lesson strategies

Assisted with parent homeless parent contact

Assisted with preparation for intervention in reading and decoding lessons

Provided SST and Progress Monitoring Reviews

Prepared data collection forms

Collaborated on the various applications for data collection

Visited classrooms to observe student engagement

Assisted in the classroom with behavior issues

Review the PBS Program with the guidance counselor

Provided PD on Performance Matters

Provided data analysis assistance for completion of the Writing and the Extended Learning Component

Provided graphs and charts for data used in the PowerPoint for the Instructional Audit

Provided assistance in preparing the narrative for the Tiered Interventions

Attend Grade Group Meetings

Weekly site visits to give support to the schools

Data Analysis

- Discussed and completed the following items:
 - Master Schedule
 - o Staff List
 - School Map
 - o List of State-District-School Instructional Review Teams
 - Printed and reviewed SuccessMaker (SM) Reading and Math Cumulative Performance Reports
 - o Created SM Data Walls
 - Assisted with the PBS Initiative
 - Assisted with Data Chats
 - o Renaissance Learning (STAR) Testing
 - Data/Technology Support
 - Provided support with getting FCAT Explorer started
- Weekly site visits to give support to the schools

East Gadsden High School

Reading

- Meeting with the Reading Coach and administrators
- Provided professional development
- Classroom visits
- Modeled lessons
- Discussed formulating Coaching Plan for select teachers
- · Assisted with data from Performance Matters and Write Score
- Provided resource materials for teachers (exemplars, etc.)
- Met with teachers concerning classroom organization
- · Met with teachers during common planning
- Assisted with working on the School Improvement Plan
- Assisted with FAIR testing
- Attended Region 1 DA Coaches Meetings
- Provided logistical and instructional support
- · Conducted Classroom Walkthroughs
- Administered the PSAT
- Assisted in organizing and promoting Common Board Configuration
- · Participated in the school's instructional audit with FLDOE
- Provided co-teaching

Mathematics

- Assisted in planning and delivering effective instruction
- Provided instructional support for the administrators, instructional leadership team and teachers
- Conducted Classroom Walkthroughs
- Provided assistance with the School Improvement Plan
- Provided resources and tools for math instruction
- Assisted in organizing and promoting Common Board Configuration
- Assisted with analyzing data from Performance Matters
- Modeled lessons
- Assisted with providing professional development training
- Met with teachers concerning common planning
- Provided logistical support
- · Administered the PSAT
- Attended a Parent Expo Meeting
- Provided co-teaching
- · Attended Region 1 DA Coaches Meetings
- Classroom visits
- Meeting with the school counselors

Response to Intervention

- Assisted with compiling data
- Modeled using SmartBoard for a group of teachers
- Participated in the school's instructional audit with FLDOE
- · Discussed interventions for students with reading and math deficiencies
- Developed data report forms to monitor student progress for administrators
- Participated in Student Study Team
- Assisted in getting students set up on OdyssesyWare
- Provided Professional Development for Classroom Management

Data Analysis

- Printed SuccessMaker reading and Math report
- · Assisted with updating the master schedule
- Provided training support to administrators on Performance Matters
- Assisted with updating the School Improvement Plan
- Assisted with preparation of the Instructional Audit with FLDOE
- Assisted with getting FCAT Explorer files for students

Science

- · Provide resources and resource materials for the department
- Conducted Classroom Walkthroughs
- Served as a judge for the Science Fair
- Analyzed data from Performance Matters with the Science Coach
- Provided instructional support
- Suggested implementation of science notebooks
- Participated in the school's instructional audit with FLDOE

Education Transformation Services Offered

The following services and professional development opportunities have been provided to all ETO schools.

- Curriculum pacing guides (district-wide)
- · Performance Matters (district-wide)
- Write Score (district-wide)
- Core adoption materials adoption professional development
- Supplemental materials adoption professional development
- Interactive Word Walls
- Data Walls
- Classroom Libraries
- Lesson Planning
- Lesson Study
- Common Board Configuration
- Vocabulary Instruction
- · Responding to Text through Writing
- SMART Board
- Coaching Cycle
- Professional Learning Communities (PLCs)
- Positive Behavior Support (PBS)
- Response to Intervention (RtI)
- Classroom Management (district-wide)
- NGCAR-PD (in collaboration with K-12)
- Comprehension Instructional Sequence (CIS) (in collaboration with K-12)
- Reading Endorsement (in collaboration with K-12)
- · Grab and Go Activities
- Created District Assessments
- CPALMS Training for Administrators and Coaches
- Scanned District and School Assessments
- Provided Materials to all SIG School upon request
- Facilitated Lesson Study to all SIG Schools
- Assisted Schools with preparing for Instructional Audits
- Attended Instructional Audits with the DA Team
- Provided Progress Monitoring with SIG Schools to ensure that SIP Goals were being addressed
- Attended School Board Meeting and District Level Meetings
- Assisted Parent Services with Community Meeting to provide awareness of upcoming requirements for graduation and assessments
- Assembled and distributed Curriculum Connections binders to all K-5 schools

George W. Munroe Elementary School

Reading

- Delivered and reviewed the EIR, Elements of Vocabulary and Kaleidoscope Placement Tests with the Reading Coach
- Placed students and gave out intervention materials to classroom teachers
- · Observations in classrooms during reading block.
- Worked with the teachers on how to use the Common Core Resource Book
- Modeled how to use the Close Strategies with selected stories
- Assemble fluency packets, classroom libraries and run resource materials for intervention time.
- Provide coaching to the Reading Coach on how to assist teachers after doing an observation.
- Provided the Reading Coach with Comprehension Matters to use as an extra resource in grades
 3 5
- Assisted the Reading Coach with how to use Curriculum Connections with Imagine It!
- Collected all the Leveled Libraries in Science and Social Studies and organized the by units and levels.
- Assist the Reading with creating coaching plans for selected teachers.
- Participate in classroom walk-throughs with the Reading Coach.
- Work with Reading Coach making K-1st Reading Exemplars.
- Review the School Improvement Plan (Reading Section) with the Reading Coach.
- Work on pulling resources for FCIM.
- Assist the Reading Coach with creating a weekly focus calendar and completing a Differentiated Accountability Focus Classroom Observation Instrument.
- Assist with modifying the block schedule for Reading.
- Modeling and Co-teaching Lessons
- Reviewed The Coach Tool Weekly Calendar with the reading Coach
- Review FAIR and District Assessment Data with Reading Coach
- Provided exemplars for teachers
- Provided Intervention Documentation Worksheets for students
- Weekly sites visits to give support to the schools

Mathematics

- Participated in Collaborative Planning
 - Coach's Binder
 - Data Notebook
 - Data Chats
 - Lesson Study
 - Common Core Implementation
 - o Common Board Configuration
 - Data Analysis
 - Provided Make and Take Workshop
 - School-wide Common Core Training
 - Offered intensive Coaching Cycle for Tier II & III Teachers

- o Conducted Classroom Walk-throughs
- Participate in Classroom Observation with the Math Coach
- Attend School's Instructional Leaders Meeting
- Facilitated Lesson Study
- Assist with the School Improvement Plan (Math Section) with the Math Coach.
- · Assist with creating Action Plans for selected teachers.
- Modeling and Co-teaching Lessons
- Distribute materials to Math Teachers
- Assisted with getting technology issues addressed
- Reviewed Differentiated Accountability Checklist with Math Coach
- Assist with training in Performance Matters
- Assisted with modifying the master schedule
- Professional Development on Computer Based Testing
- Weekly site visits to give support to the schools

Science

- Assisted with Lesson Study
- · Participated in Classroom Walkthroughs
- Reviewed the Focus Calendar
- Reviewed the Mid-Year Data and Analyzed it for all Benchmarks Tested the gave a detailed report of the skills that needed to be addressed before time for the test
- · Participated in a Community Meeting
- Assist with training in Performance Matters
- · Modeling and Co-teaching Lessons / Labs
- Distribute materials to Science Teachers
- Assist with the School Improvement Plan (Science Section) with the Science Coach
- Reviewed the Coaching Cycle for Science
- Reviewed the Gradual Release Model with the teachers
- Discussed the Pre-made Science Stations with Mr. Clum
- Assisted in preparing and participated in Instructional Audits
- Weekly site visits to give support to the schools

Response to Intervention

- Reviewed SIP Goals with the Principal
- Shared Data Chat Forms with the Principal
- Discussed SIP Rtl Manual and Procedures
- Discussed student attendance with the principal
- Discussed staffing issues with Mrs. Chandler
- Shared PBS as a Behavior Management Program
- Participated in Review and Development of Intervention for students on study team

Data Analysis

Discussed and completed the following items:

- Printed and reviewed SuccessMaker (SM) Reading and Math Cumulative Performance Reports
- o Created SM Data Walls
- o Pulled Student Detail Report from Performance Matters

Greensboro Elementary School

Reading

- Assemble fluency packets, classroom libraries and run resource materials for intervention time.
- Made suggestions for using CARS and STARS for Kindergarten
- Provide coaching to the Reading Coach on how to assist teachers after doing an observation.
- Assisted in preparing and participated in Instructional Audits
- · Provided workshop activities to go along with their units
- Provided resources for Comprehension Matters Grades 3rd 5th
- Modeled what lesson planning should look like
- Assist the Reading with creating coaching plans for selected teachers.
- Participate in classroom walk-throughs with the Reading Coach.
- Worked with Reading coach to revise the Intervention Plan to include CARS for the enrichment students
- Provided Literature Circle Packets for 3rd 5th Grade
- Modeled a CIS Lesson for 4th Grade Teachers
- Review the School Improvement Plan (Reading Section) with the Reading Coach.
- Provided exemplars for teachers
- Weekly sites visits to give support to the school

Mathematics

- Participated in Collaborative Planning / Needs Assessments for Math with Administrators and Coaches.
 - o Coach's Binder
 - Data Notebook
 - Data Chats
 - Lesson Study
 - Common Core Implementation
 - o Common Board Configuration
 - Data Analysis
- Attended District's Coaches Meeting
- Provided Make and Take Workshop
- Assist teachers with setting up math center activities
- Participated in the coaching cycle with the Reading Coach
- Assisted with planning how to infuse the elements of Common Core State Standards into daily instruction
- Assisted with Focus Calendars and reviewed the FCAT Test Item Specifications
- Assisted in preparing and participated in Instructional Audits
- Participate in Classroom Observation with the Math Coach
- Attend School's Instructional Leaders Meeting
- Facilitated Lesson Study
- Assist with the School Improvement Plan (Math Section) with the Math Coach.
- Assist with creating Action Plans for selected teachers.

- Modeling and Co-teaching Lessons
- · Distribute materials to Math Teachers
- Assisted with getting technology issues addressed
- Assist with training in Performance Matters
- Assisted with modifying the master schedule
- Professional Development on Computer Based Testing
- Assisted with developing a Strategic Math Intervention Plan
- Weekly site visits to give support to the school

Science

- Complete Mid-Year Narrative and Revise Focus Calendar
- Reviewed the Science Goals for the School Improvement Plan
- Assisted with Lesson Study
- Assisted teachers with their Instructional Delivery
- Participated in Classroom Walkthroughs
- · Conferenced with teachers on lessons prepared
- Managed Science Lab Materials
- Attend Grade Level Meetings
- Lead the teachers in doing an inventory of the materials for their textbooks
- Assisted teachers with technology issues
- · Took the lead to get the supplies needed for STEM
- · Provided supplementary materials for the science benchmarks
- Communicated with Pearson to acquire a master list for Science Labs
- Weekly site visits to give support to the schools

Response to Intervention

- Assisted at the bus stop, escorted students to class, assisted with classroom walkthroughs, reviewed School Improvement Plan
- Reviewed the Rtl Process with the Guidance Counselor
- Participated in Grade Group Data Chats
- Discussed the Pre-referral Manual and its application to the RtI Process
- Reviewed the Rtl Manuals from Wakulla and Jefferson County
- Completed DART for GES
- · Provided professional informational services, typed and conducted research
- Assisted with completing SAPSI and PLC's
- Assisted with collecting data for SIP
- Assisted in preparing and participated in Instructional Audits
- Provided Response to Intervention Data Collection Forms
- Observation of Gifted Review Process
- Participated in Grade Level Meetings to establish grading consistency
- Presented Reading Performance Rubric
- Reviewed Data for D & F List and Retentions
- Researched fluency materials and activities for Kindergarten Resources

- Observed various classrooms for classroom management issues: routines, transitions, and student engagement
- Provided guidance for preparation of Mid-Year Narrative Report
- Reviewed the Extended Learning and Professional Development Component for the SIP
- Provided training and assistance in retrieving data from Performance Matters
- Weekly site visits to give support to the schools

Data Analysis

- · Discussed and completed the following items:
 - Master Schedule
 - List of PLC's
 - o State-District-School Instructional Review Teams
 - Worked on Powerpoint
 - Updated SIP
 - Transferred students in-county accounts to GREB
 - o Discussed Rtl Tier 2 Interventions using SuccessMaker Program
 - o Attended Grade Group Meetings
 - o Data Support
 - o Provided support with getting FCAT Explorer started
- Weekly site visits to give support to the schools

Havana Elementary School

Reading

- Professional development on reading strategies
- · Classroom visits with feedback
- · Attended grade level meetings and provided feedback
- Modeled lessons related to core instruction and intervention
- Discussed formulating coaching plans for select teachers
- Professional Learning Community (PLC) on Center Stations
- Assisted with data from Performance Matters and Write Score
- Provided resource materials for teachers (exemplars, etc.)
- Assisted with Peer Review reports
- Met with teachers concerning classroom organization
- Met with teachers during common planning to develop lesson plans
- · Observed Reading Instruction on a continuous basis

Mathematics

- Assisted with student registration
- · Provided Professional Development training
- Helped to develop special area schedules
- Assisted in planning and delivering effective instruction
- Provided instructional support for the administrators, instructional leadership team, and teachers
- Brainstormed ways to implement FCIM effectively
- Conducted Classroom Walkthroughs
- Monitored the teacher usage of strategies introduced and implemented by ETO
- Modeled a lesson implementing the FCIM model (re-teaching a lesson) without the use of test prep materials
- Provided assistance with the School Improvement Plan
- Provided Performance Matters training to teachers
- Provided training on using both of the District's adopted math programs
- Provided resources and tools for math instruction
- Assisted teachers in organizing their classrooms and promoting the use of a consistent format for the common board configuration

Response to Intervention

- · Assisted teacher with common board configuration
- Modeled using SmartBoard for a group of teachers
- · Participated in a manifestation hearing
- Discussed interventions for students with reading and math deficiencies
- Developed data report forms to monitor student progress for administrators
- Participated in Student Study Team

Data Analysis

- Printed SuccessMaker reading and math reports
- · Provided printed master schedules and special area schedules
- · Assisted with the master schedule
- · Provided training support to administrators on Performance Matters

Havana Middle School

Mathematics

- Assisted the Mathematics Coach with finding and mapping instructional strategies for each benchmark
- Shared technological resources with the Mathematics Coach and math teachers
- Provided Performance Matters Training for the Mathematics Coach, Reading Coach and other lead teachers
- · Assisted in planning and delivering effective instruction
- Provided instructional support for the administrators, instructional leadership team, and teachers
- Conducted Classroom Walkthroughs
- Provided resources and tools for math instruction
- Assisted the new teacher in organizing his classrooms and promoting the use of a consistent format for the common board configuration
- Assisted the coach with developing Check on Learning assessment for math classes
- Monitored and modeled lessons for math teachers
- · Provided support for the reading coach on Write Score
- Monitored and discussed assessment data as it was available
- Developed practice material for benchmarks

Response to Intervention

- Pulled data to help the school update its School Improvement Plan
- Provided RTI for ESE teachers
- · Participated in Student Study Team
- Reviewed Florida Alternative Assessment data

Data Analysis

- Printed Success Maker reading and math reports
- Provided printed master schedules and special area schedules
- Assisted with the master schedule
- · Provided training support to administrators on Performance Matters

West Gadsden High School

Reading

- · Attended the monthly Region 1 DA Coaches Meetings
- Provide logistical and instructional support
- Conducted Classroom Walkthroughs
- · Provided professional developments on reading strategies
- Modeled lessons
- · Discussed formulating Coaching Plans for select teachers
- Judged the Spelling Bee and Science Fair
- Monitored Common Board Configuration
- Discussed test requirements and strategies with the principal
- Assisted with developing the School Improvement Plan
- Provided resource materials for the coach and teachers (exemplars, etc.)
- Provided professional development for implementing the CCSS
- · Supported and facilitated the school's implementation of Lesson Study

Mathematics

- · Assisted with developing pacing guides
- Assisted in planning and delivering effective instruction
- Provided instructional support for the administrators, instructional leadership team, and teachers
- Conducted Classroom Walkthroughs
- Modeled a lesson
- Provided assistance with the School Improvement Plan
- Provided resources and tools for math instruction
- Assisted teachers in organizing their classrooms and promoting the use of a consistent format for the common board configuration
- · Attended math department meeting
- Developed materials for all of the math benchmarks
- Attended the monthly Region 1 DA Coaches Meeting
- Developed test requirements and strategies with the principal
- Provided co-teaching
- Provide logistical support for the school

Response to Intervention

- · Assisted teacher with common board configuration
- · Discussed interventions for students with reading and math deficiencies
- Conducted Classroom Walkthroughs
- Assisted with SIP-Assisted in developing data notebooks
- Provided classroom management training for select teachers
- Participated in graduation check reviews

Data Analysis

- Printed Success Maker reading and math reports
- Provided printed master schedules and special area schedules
- · Assisted with importing students files
- Provided training support to administrators on Performance Matters

Rusmite

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO	· <u>13b</u>
DATE OF SCHOOL	BOARD MEETING: April 23, 2013
TITLE OF AGENDA	A ITEM: MGT of America
DIVISION:	
This is a CONT	TINUATION of a current project, grant, etc.
PURPOSE AND SUI	MMARY OF ITEM:
MGT of America has	submitted their final report from the intensive review of the District's
Media and Technolog	y Department. The report is attached for your review.
FUND SOURCE:	N/A
AMOUNT:	N/A
PREPARED BY:	Rosalyn W. Smith
POSITION:	Deputy Superintendent
n men.	
	AL INSTRUCTIONS TO BE COMPLETED BY PREPARER
Number of ORI	GINAL SIGNATURES NEEDED by preparer.
SUPERINTENDENT' CHAIRMAN'S SIGN	S SIGNATURE: page(s) numbered ATURE: page(s) numbered
REVIEWED BY:	

Gadsden County Schools Building a Brighter Future

Technology Review





Final Report March 22, 2013



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March 22, 2013

GADSDEN COUNTY SCHOOLS TECHNOLOGY REVIEW FINAL REPORT

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Appendix A Appendix B

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

In November 2012, Gadsden County Schools (GCS) contracted with MGT of America, Inc. (MGT) to conduct a Technology Review. This section provides the methodology used to conduct the study and the commendations and recommendations based on findings.

METHODOLOGY

This section describes the methodology MGT used to prepare for and conduct the technology review for GCS. Throughout our practice, MGT has established that successful school district technology reviews must:

- Follow a common set of review guidelines tailored specifically to the district being evaluated.
- Be based upon a very detailed work plan and time schedule.
- Specifically take into account the unique student body and demographic environment within which the school district operates.
- Identify the existence, appropriateness, and use of specific technology-related objectives.
- Include and analyze administrative and instructional technology operations.
- Include analyses of the efficiency of work practices.
- Identify exemplary practices as well as needed improvements.
- Include the infrastructure, network, and IT security, and identify older hardware and software (i.e. legacy applications).
- Document all findings and present straightforward and practical recommendations for improvements, qualifying the cost savings and cost impacts.
- Be conducted by professionals who are not only experienced in conducting management and performance reviews as consultants, but who understand the areas of administrative and instructional technology.

REVIEW OF EXISTING RECORDS AND DATA SOURCES

During the period between project initiation and the beginning of the onsite review, MGT simultaneously conducted many activities. These included identifying and collecting existing reports and data sources containing recent information related to the various administrative functions and operations to be reviewed in GCS.

MGT requested a number of documents from GCS. These included, but were not limited to, the following:

- Current Long-range technology plans.
- Organizational charts.
- Technology budgets.
- Technology training plans.
- Technology initiatives.
- Equipment replacement policy.
- Disaster recovery plan.

MGT analyzed the limited data available and used the information as a starting point for requesting and collecting additional data during the onsite visit.

EMPLOYEE SURVEYS

To secure the involvement of central office administrators, principals/assistant principals, GCS teachers, MGT prepared and disseminated three online surveys in November 2012. Through the use of anonymous surveys, administrators and teachers were given the opportunity to express their views about technology in the district. These surveys were similar in format and content to provide a database for determining how the opinions and perceptions of central office administrators, principals/assistant principals, and GCS teachers, varied.

Staff were given from November 13 through December 9, 2012 to respond. The response rates for the three surveys were as follows: 100 percent of central office administrators participated; 52 percent of principals/assistant principals returned a survey, while only 36 percent of teachers participated. MGT uses a statistical formula to set an acceptable return rate in order to declare that the survey results are "representative" of the population surveyed. In the case of GCS, response rates for the teachers were below this standard.

The survey results may be found in **Appendix A** of this report. Specific survey items pertinent to findings in the functional areas MGT reviewed appear in **Chapter 1**.

CONDUCTING THE DIAGNOSTIC AND FORMAL ONSITE REVIEW

A diagnostic onsite review was conducted on November 7 and telephone interviews were conducted on November 2. Several key administrators and the Board Chair were interviewed in order for MGT to understand their concerns related to technology in the district.

MGT conducted the onsite review during the week of November 26, 2012. Interviews, focus groups, school observations, and data reviews were accomplished during this period. Interviews and focus groups were provided to appropriate administrators, all technology department staff, principals, teachers, and the outsourced technology network contractor.

School site visits and observations included:

- Chattahoochee Elementary
- Crossroad Academy

- East Gadsden High
- Gadsden Central Academy
- Gadsden Elementary
- Gadsden Elementary Magnet
- Gadsden Technology Institute
- Greensboro Elementary
- Gretna Elementary
- Havana Elementary
- Havana Middle
- James A. Shanks Middle
- St. John Elementary
- Steward Street Elementary
- West Gadsden High

OVERVIEW OF FINAL REPORT

MGT's final report is comprised of one chapter and one appendix. **Chapter 1.0** presents the results of the Technology Review. Findings, commendations, and recommendations are presented for each area reviewed.

Appendix A presents the results of the MGT-administered survey of central office administrators, principals/assistant principals, and GCS teachers.

COMMENDATIONS

Detailed findings for each commendation for exemplary practices appear in **Chapter 1.0**. The following are the commendations for which GCS is recognized:

COMMENDATION 1-A The Career and Technical Education program follows a five-year

replacement plan for computer equipment servicing their programs.

COMMENDATION 1-B GCS has taken steps to measure the effective use of instructional learning

system software and to reduce future software costs.

RECOMMENDATIONS

This executive summary briefly highlights efficiency issues in GCS. The detailed recommendations for improving operations may be found in **Chapter 1.0**. Recommendations for improvement included in this report are as follows:

RECOMMENDATION 1-1 Advertise and fill the position of Director of Technology.

RECOMMENDATION 1-2 Reorganize the operation of the department into three distinct areas of

responsibility: Instructional Media and Technology, Data Processing, and

Network and maintenance services.

RECOMMENDATION 1-3 Contract with a consultant to review the current level of E-rate funding and

to assist in the district application for E-rate funds.

RECOMMENDATION 1-4	Establish a Technology Planning Committee that meets on a regular basis as outlined in the existing technology plan.
RECOMMENDATION 1-5	Establish specific short term goals for each major project underway with measureable goals, timelines, and funding requirements.
RECOMMENDATION 1-6	Develop a communication plan to keep all district staff informed of the status of projects and planned implementations.
RECOMMENDATION 1-7	Consider contracting with a vendor through a competitive bid process for a review and documentation of the network infrastructure.
RECOMMENDATION 1-8	Develop a plan to install wireless network access in all schools.
RECOMMENDATION 1-9	Establish a standard configuration for technology in classrooms and media centers for elementary, middle and high schools.
RECOMMENDATION 1-10	Develop a five-year computer replacement plan to replace older technology.
RECOMMENDATION 1-11	Reduce the inventory of classroom inkjet printers by utilizing the network capabilities of the school based duplication devices.
RECOMMENDATION 1-12	Re-evaluate the decision to use separate products for Student Information System (SIS) and the shared tool for Human resources/Finance.
RECOMMENDATION 1-13	Create a cadre of technology trainers using existing teachers and staff.
RECOMMENDATION 1-14	Provide additional professional development opportunities for teachers and staff through after hours training.
RECOMMENDATION 1-15	Explore opportunities for the delivery of online professional development within GCS.
RECOMMENDATION 1-16	Remove old, non functioning computers from schools.
RECOMMENDATION 1-17	Redefine technology support liaison positions at each school.
RECOMMENDATION 1-18	Implement a policy requiring all requests for technology repair services to be entered into the help desk system.
RECOMMENDATION 1-19	Consider purchasing a more robust issue reporting and tracking system for technology support and repair.
RECOMMENDATION 1-20	Establish a standard for an acceptable level of service for technology support issues.
RECOMMENDATION 1-21	Complete repairs for technology under warranty by warranty service providers.

RECOMMENDATION 1-22 Consider certification of technicians as warranty service providers.

RECOMMENDATION 1-23 Establish and communicate an efficient process for evaluation of web content access requests.

FISCAL IMPACT

Based on the analyses of information obtained and from interviews with GCS personnel; GCS surveys; district documents; and first-hand observations during the review, the MGT team developed 23 recommendations, three of which have fiscal implications.

As shown in **Exhibit 2**, full implementation of the recommendations in this report would generate net costs of \$253,300 over a five-year period. It is important to note that costs and savings presented in this report are in 2012 dollars and do not reflect increases due to salary or inflation adjustments.

EXHIBIT 2
SUMMARY OF ESTIMATED FISCAL IMPACT

CHAPTER REFERENCE		ANNUAL SAVINGS (COSTS)				TOTAL FIVE YEAR	
		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	SAVINGS (COSTS)
CHAPTER 1	1: TECHNOLOGY ASSESSMENT						
Rec 1-11	Reduce the inventory of classroom printers by utilizing network duplication services.	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
Rec 1-15	Explore online professional development	(\$1,300)	(\$500)	(\$500)	(\$500)	(\$500)	(\$3,300)
Rec 1-17	Support Liaison positions for technology in schools	(\$54,000)	(\$54,000)	(\$54,000)	(\$54,000)	(\$54,000)	(\$270,000)
CHAPTER 1	L TOTAL SAVINGS/(COSTS)	(\$51,300)	(\$50,500)	(\$50,500)	(\$50,500)	(\$50,500)	(\$253,300)
GROSS SAVINGS		\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$20,000
GROSS (COSTS)		(\$55,300)	(\$54,500)	(\$54,500)	(\$54,500)	(\$54,500)	(\$273,300)
TOTAL FISCAL IMPACT				(\$253,300)			

To ensure that all the recommendations raised in this assessment are evaluated for implementation, MGT suggests that GCS convene a Committee or Task Force and conduct periodic meetings so that updates and discussions with the Board will be meaningful and demonstrate significant implementation accomplishments.

For the administration, the first step in a successful implementation process is the assignment of one staff member to oversee the implementation process, report progress to the Board, and act as liaison to the Board when questions or concerns arise. This person should be trusted by the Board and the staff, possess good organizational skills, and have the ability to work well with individuals from all areas of GCS.

Next, each recommendation in the report could be assigned to an individual. Assigning someone to the recommendation does not commit GCS to implementation. Rather, it makes one individual responsible for researching the recommendation further, and reporting to the administration and the Board as to whether the recommendation provides an option that is practical, feasible, or implementable as written; whether the costs or savings outlined in the recommendation are realistic; and whether there are alternative implementation strategies that will achieve the same goals in a more palatable manner.

Assigning an individual does not mean the individual must do everything it takes to implement. Rather, it means that the individual will oversee the efforts of everyone involved in the implementation process, report progress back to the implementation project manager, and assist with presentations to the Board on items requiring Board approval. In those situations where recommendations cross departmental boundaries, it is even more critical to assign the task to someone with the authority to cross those boundaries to thoroughly research the option.

GCS may wish to consider the formation of teams to address functional areas, such as, staffing, implementation of software, or help desk. Team meetings may provide support to implementation team members. A team can generate a level of excitement and an environment for creative thinking, which leads to even more innovative solutions. Once the issues have been assigned to individuals, a method to monitor and follow up needs to be established by the Board and Superintendent.

Based on experience, this methodology should, at a minimum, contain the following elements:

- Periodic (weekly, monthly) checkpoints or meetings of implementation team members to discuss progress.
- Decision points where the Superintendent and the Board give additional guidance or direction to individual team members.
- Monthly reports to the Board and Superintendent concerning findings and progress.
- A system for tracking the savings and benefits derived from implementation.
- Regular, open two-way communication with the public and media. Public recognition for successful implementation efforts may very well be one of the best ways to ensure continual progress.

The completion of these steps will help GCS facilitate the technology strategic plan addressing all recommendations upon finalization of this report.

1.0 TECHNOLOGY MANAGEMENT

1.0: TECHNOLOGY MANAGEMENT

This chapter presents commendations for effective and best practices relating to the use of administrative and instructional technology in Gadsden County Schools (GCS) that may be of value to other districts. Recommendations are presented to improve operational effectiveness or reduce costs.

The sections of this chapter are:

- 1.1 Organization and Staffing
- 1.2 Technology Planning
- **1.3** Infrastructure, Hardware, and Software
- **1.4** Professional Development
- **1.5** Technical Support

BACKGROUND

Florida school districts are required to provide data to the department of education (DOE) through specific guidelines. These are outlined in the Information Database Requirements Manual through the Florida DOE website.

In order to be eligible to receive E-Rate discounts on telecommunication services, the district must have a state-approved technology plan that meets guidelines outlined in the Essential Components and E-Rate Plan Criteria also available on the Florida DOE website.

Other applicable laws that address technology issues include:

- Family Educational Rights and Privacy Act (FERPA) Federal law that protects the privacy of student education records.
- Children's Internet Protection Act (CIPA) Requires that K-12 schools and libraries in the United States use Internet filters and implement other measures to protect children from harmful online content in order to receive certain federal funding.

MGT found several areas of concern that were raised frequently through interviews and survey responses. These included:

- The need for increased communication.
- The lack of computer support in schools.
- The quantity of older outdated technology.
- Website filtering.

These concerns are addressed through the findings and recommendations in this chapter.

CHAPTER SUMMARY

MGT of America, Inc., reviewed the organizational planning, infrastructure, professional development, maintenance and repair support, and management as they relate to technology.

GCS had a significant number of older computers located in classrooms. MGT observed that these older computers were typically not used because of slow or sporadic functionality. This was a result of the district replacing and upgrading computers in labs in all schools to prepare for state mandated online testing. As lab computers are replaced, often the older models are moved into classrooms. No data was available that indicated the actual number of these older computers located in classrooms; however, MGT observed a range from two to four computers in many classrooms.

GCS has installed an interactive whiteboard and projector in many classrooms within the district. These are located on various walls in classrooms with ceiling-mounted projectors. It was evident through site visits by the MGT team that the devices were used by teachers. Installations in some schools were incomplete at the time of the onsite visit and some whiteboards were not connected to a needed computer, which is required for use.

At St. John's Elementary, the whiteboards were partially mounted, projector mounts had been installed, but no projectors or wiring had been installed.

In 2010 and 2011, GCS received School Improvement Grants that funded the purchase of iPads, carts, interactive whiteboards, student response systems, and some upgraded computer workstations in four schools.

There are Career and Technical Education (CTE) programs in each high school and middle school in the district. These programs have updated computer labs as a result of a five-year replacement plan in effect for the CTE programs.

Commendable practices noted in the chapter include:

COMMENDATION 1-AThe Career and Technical Education program follows a five-year replacement plan for computer equipment servicing their programs.

COMMENDATION 1-B GCS has taken steps to measure the effective use of instructional learning system software and to reduce future software costs.

Recommendations in this chapter include:

RECOMMENDATION 1-1 Advertise and fill the position of Director of Technology.

RECOMMENDATION 1-2 Reorganize the operation of the department into three distinct areas of responsibility: Instructional Media and Technology, Data Processing, and

Network and maintenance services.

RECOMMENDATION 1-3 Contract with a consultant to review the current level of E-rate funding and

to assist in the district application for E-rate funds.

RECOMMENDATION 1-4 Establish a Technology Planning Committee that meets on a regular basis

as outlined in the existing technology plan.

RECOMMENDATION 1-5	Establish specific short term goals for each major project underway with measureable goals, timelines, and funding requirements.
RECOMMENDATION 1-6	Develop a communication plan to keep all district staff informed of the status of projects and planned implementations.
RECOMMENDATION 1-7	Consider contracting with a vendor through a competitive bid process for a review and documentation of the network infrastructure.
RECOMMENDATION 1-8	Develop a plan to install wireless network access in all schools.
RECOMMENDATION 1-9	Establish a standard configuration for technology in classrooms and media centers for elementary, middle and high schools.
RECOMMENDATION 1-10	Develop a 5-year computer replacement plan to replace older technology.
RECOMMENDATION 1-11	Reduce the inventory of classroom inkjet printers by utilizing the network capabilities of the school based duplication devices.
RECOMMENDATION 1-12	Re-evaluate the decision to use separate products for Student Information System (SIS) and the shared tool for Human resources/Finance.
RECOMMENDATION 1-13	Create a cadre of technology trainers using existing teachers and staff.
RECOMMENDATION 1-14	Provide additional professional development opportunities for teachers and staff through after hours training.
RECOMMENDATION 1-15	Explore opportunities for the delivery of online professional development within GCS.
RECOMMENDATION 1-16	Remove old, non functioning computers from schools.
RECOMMENDATION 1-17	Redefine technology support liaison positions at each school.
RECOMMENDATION 1-18	Implement a policy requiring all requests for technology repair services to be entered into the help desk system.
RECOMMENDATION 1-19	Consider purchasing a more robust issue reporting and tracking system for technology support and repair.
RECOMMENDATION 1-20	Establish a standard for an acceptable level of service for technology support issues.
RECOMMENDATION 1-21	Complete repairs for technology under warranty by warranty service providers.
RECOMMENDATION 1-22	Consider certification of technicians as warranty service providers.
RECOMMENDATION 1-23	Establish and communicate an efficient process for evaluation of web content access requests.

I.I ORGANIZATION AND STAFFING

MGT reviewed the organizational charts provided by the school district, as well as conducted interviews with staff and end users, and visited school and district office sites to determine the current status and effectiveness of technology staffing.

FINDING

Organization and staffing levels are insufficient for effective management and support of existing technology levels and projects currently in progress.

Due to recent changes in the director position, an interim director has been assigned those duties. **Exhibit 1-1** lists staffing in the Media and Technology Services Department for GCS.

EXHIBIT 1-1
CURRENT STAFFING LEVELS
DEPARTMENT OF MEDIA AND TECHNOLOGY SERVICES

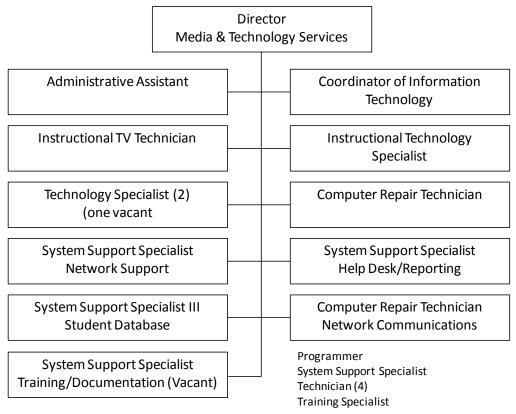
POSITION	FULL TIME STAFF	CONTRACTED VENDOR
Director (Interim)	1	
Systems Support Specialist	1	
Maintenance/Repair Technician	4	
Programmer	1	
Instructional Trainer	1	
Instructional Television	1	
Clerical Support	1	
Network Support		1
Video Repair/Smartboard Installation		1

Source: GCS Media and Technology Services, verified through interviews, 2012.

Based on the existing organizational chart shown in **Exhibit 1-2**, several positions are vacant and the duties are being carried out by existing staff members. The district organizational chart for Media and Technology Services currently lists 16 positions including the director.

EXHIBIT 1-2 MEDIA AND TECHNOLOGY SERVICES ORGANIZATION CHART

Instructional Materials and Media/Technology Services (Instructional Technology & Information Technology Services)



Source: GCS Organization Chart, 2008-2009. *Most current information available.

MGT found that staff members did not have a clear understanding of their responsibilities and often were called upon to assist others. No formal cross training of staff had been established leading to a void when staff members are absent or assigned other duties. MGT also found a lack of documented standards and procedures for routine tasks. Many of the office procedures are paper-based and, therefore, difficult to monitor.

The department maintains a software-based help desk system for online collection of reported technology issues; however, no staff member is directly responsible for monitoring the system.

Network support is provided by a contractor that is based at the district office and is contracted for a 40 hour week. The contractor also manages file servers, assists in the set up and installation of other software systems, as well as operation of the telephone and library systems. This results in limited time for documentation or communication to other staff members.

Computer repair and maintenance is provided by four full-time repair technicians assigned to the district office. They report daily to the district office before servicing schools. MGT found minimal oversight of the daily routine with no established procedures or goals for the level of service provided.

In addition to the routine operation of the department, several projects are in the implementation process and are listed in **Exhibit 1-3**. These projects are managed by the existing staff.

EXHIBIT 1-3
CURRENT TECHNOLOGY-RELATED PROJECTS

PROJECT	COMPLETION STATUS
Migration from ZENWorks 7 with Edirectory to ZENWorks 11 with Active Directory	60%
Migration from the Athena library circulation system to Destiny	90%
Migration from our currently student system TERMS to the Skyward student system	15%
Installation of Safari Montage	20%
Installation of Enterasys wireless in 2 schools	50%
Migration from Netmail to Google mail	70%
Migration from Data Director to Performance Matters	75%

Source: GCS Media and Technology Services Department, 2012.

The Finance and Human Resource data functions for GCS are provided by The Panhandle Area Educational Consortium (PAEC) as a contracted service. The Finance/Human Resources Department has elected to convert to FOCUS in the future, a product under development by PAEC in partnership with their member districts.

RECOMMENDATION 1-1

Advertise and fill the position of Director of Technology.

This position is essential to the effective management and operation of the technology services provided to GCS. By advertising the vacancy, the district will be able to select the most qualified applicant for this position. This position is currently established as part of the existing organizational structure. MGT has provided sample position descriptions to assist GCS with this effort. These are located in **Appendix B**.

The district has assigned these duties to an interim director from existing staff. The interim director was the coordinator of data processing within the Media and Technology Department prior to the assignment.

Since this position is responsible for the instructional implementation of technology, ongoing support of technology and all data services as well as state and federal reporting, a desirable applicant would have experience in an educational setting and knowledge of educational data systems. The candidate should posses the ability to build and organize a team with a high level of productivity and efficiency by developing and training staff in current technology processes. The job of director requires management skills and the desire for continuous improvement of customer service.

RECOMMENDATION 1-2

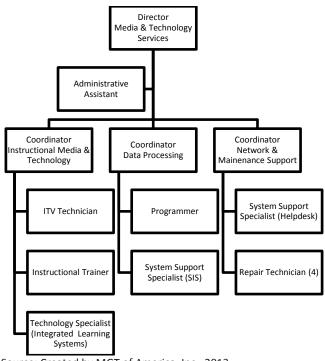
Reorganize the operation of the Media and Technology Services Department into three distinct areas of responsibility: Instructional Media and Technology, Data Processing, and Network and Maintenance Services.

This structure is consistent with many other districts and clearly identifies responsibilities. **Exhibit 1-4** identifies the suggested structure.

In reviewing the current management structure and through staff interviews, it was difficult to establish clear lines of responsibility. Often, it was necessity or lack of action that prompted staff members to perform a task. It appeared that many of the routine processes were undocumented or unavailable for review. A structure such as the one suggested here assigns responsibility for certain technology functions within the district so that stakeholders and senior leadership will know which area should address certain issues.

Within the department it is the responsibility of the director to make sure that each of the three coordinated areas has annual goals, projected budgets, and the resources they need to carry out action plans. They should be able to document and track progress toward reaching those goals. It was evident that there were numerous initiatives underway within the department. It was not clear, however, that they were being coordinated in a way to adequately assess their progress.

EXHIBIT 1-4
SUGGESTED MEDIA AND TECHNOLOGY SERVICES REORGANIZATION



Source: Created by MGT of America, Inc., 2013.

This structure identifies specific areas of responsibility, oversight, and accountability.

FISCAL IMPACT

Since this organizational structure represents a reduction from the current organizational chart by one position and the filling of currently vacant positions, GCS should be able to accomplish this at no additional cost.

FINDING

E-rate application is a complicated process that requires a significant level of detail and knowledge to ensure that GCS receives as many funding discounts as possible. Other school districts utilize consultant services as a way of maximizing funding and ensuring full compliance with the federal guidelines. Department staff currently complete all of the necessary forms while trying to complete their normal duties. Due to the recent vacancy at the director level, the department has limited experience in the E-rate application process.

RECOMMENDATION 1-3

Contract with a consultant to review the current level of E-rate funding and to assist in the district application for E-rate funds.

This recommendation will ensure GCS that a professional with proven E-rate experience is assisting the district. The use of an E-rate consultant serves two functions. First, they can review the current E-rate filing to make sure all of the federal guidelines are correctly followed. School districts are randomly audited and have been required to pay funds back to the federal government for errors ranging from improper use of funds to clerical errors. Secondly, an E-rate expert consultant can look at current plans and make suggestions, based on experience, on methods to receive additional funds through added discounts that are not being accessed.

FISCAL IMPACT

The cost of consultant services varies by the size and scope of the discounted services. Many charge a flat fee, while others use a sliding scale. It is likely, though, that the cost of such services would be less than the additional funds that may be generated because of the expertise that a professional with proven E-rate experience would have when assisting the district.

An indirect cost savings would be in reduced staff time required to accomplish the application process.

1.2 TECHNOLOGY PLANNING

A comprehensive technology plan is required for the coordinated acquisition, implementation, and support of technology in a school district. Funding levels for technology have decreased and it is nearly impossible for a school district to implement technology initiatives in a single year. Technology plans should be focused on providing a learning environment built on a foundation of access and support. They should include goals that are specific, measurable, and supported by the initiatives in the district. Technology plans should address specific needs of the schools and involve stakeholders in the development of the goals, objectives, and desired outcomes.

GCS has a school board-approved technology plan in place, as required to be eligible to receive E-Rate discounts on telecommunication services. The plan must meet guidelines outlined in the Essential Components and E-Rate Plan Criteria also available on the Florida DOE website.

FINDING

The GCS district technology plan is not communicated to stakeholders and is not used as a guide for technology implementation.

Through interviews and observation, MGT found that most district staff and school based personnel had limited or no knowledge of the technology plan. No evidence was found that would indicate that stakeholders were involved in the development of the plan. Specific actions outlined in the plan are not currently followed. While the technology plan outlines specific goals and objectives for each goal, there are no benchmarks or measures of success indicated other than those quoted from the District Strategic Plan.

A survey of stakeholders indicated that 32 percent of district administrators, 50 percent of school administrators, and 32 percent of teachers felt that they had input on long-range technology planning. **Exhibit 1-5** shows survey responses from GCS.

EXHIBIT 1-5 SURVEY RESPONSES

Our school district requests input on the long-range technology plan.

Source: MGT of America, Inc. survey results, 2012.

RECOMMENDATION 1-4

Establish a Technology Planning Committee that meets on a regular basis as outlined in the existing technology plan.

The committee should review and revise the technology plan, assist in the establishment of annual goals, and monitor the progress in meeting those goals. It should also represent stakeholders by including both district- and school-based staff.

As referenced in the Florida DOE technology planning guidelines, developing a technology planning process that involves stakeholders can assist a district in establishing appropriate guidelines, standards, and policies in the acquisition and integration of technology into the learning environment. A comprehensive plan is essential to dealing with the challenges and opportunities for funding that arise throughout the year.

According to The International Society for Technology in Education (ISTE) technology standards, administrators should engage in an ongoing process to develop, implement, and communicate technology-infused strategic plans aligned with a shared vision.

The implementation of this recommendation should increase the percentage of personnel having input into the district's long-term technology plan.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required.

FINDING

The Media and Technology Department does not have established annual goals nor an operating budget established for routine operations.

Through interviews with district staff and school visits, MGT found that many technology initiatives were underway in the district. However, there was no evidence that these projects were organized in any measurable way. Timelines were vague or nonexistent and no clear planned budget expenditure was evident. It was unclear which projects were considered a priority and no documentation was available that identified measurable progress.

RECOMMENDATION 1-5

Establish specific short term goals for each major project underway with measureable goals, timelines, and funding requirements.

By establishing and communicating goal oriented project documentation, the district can monitor progress and establish priorities for staffing. Greater communication about progress and needs will be available for all stakeholders. This is consistent with industry standards as outlined by the Information Technology Infrastructure Library (ITIL) project management process.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required.

FINDING

There is insufficient communication to stakeholders about the current status of major technology initiatives in GCS.

Lack of communication and the need for more communication between the technology staff, other departments, and schools was consistently listed as a major concern by all of the stakeholders interviewed by MGT.

There was no regular communication evident and a review of the department website shows no updates or project status. There was some communication available through the help desk software; however, since many of the issues are not included in the system, no formal communication about them is available to affected users.

The district does not use social networking tools to disseminate information. There is also a video broadcast studio located in the district office that is currently being used for storage. From input provided by personnel, this studio had previously been used to broadcast updates from the Superintendent.

An example of a lack of communication causing a disruption in schools is the recent conversion to Microsoft Office 2010. This occurred during the summer months when school was on summer break. No communication to schools was provided that the conversion was taking place. As a result, when teachers returned to school in the fall, they were unable to open files created in the previous version. This was reported by several staff at different times during the MGT visits.

RECOMMENDATION 1-6

Develop a communication plan to keep all district staff informed of the status of projects and planned implementations.

The communication plan should use existing websites as well as traditional newsletters, bulletins, and other media. GCS should also explore the option of using social networking tools for communication to staff members. Other school districts in Florida use services such as Twitter and Facebook as additional communication tools.

This is consistent with practices and benefits outlined in the ITIL guidelines. According to ITIL, communication is an important part of quality. When new systems are developed or existing ones further developed, all participants must be kept informed of the current status of development, the potential impact on existing services, and the planned testing and associated training.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required.

1.3 INFRASTRUCTURE, HARDWARE, AND SOFTWARE

Access to technology is a requirement for any organization to function today. District leadership must have accurate and timely access to data to manage the efficient operation of the school system. Teachers must have access to information about their students and to instructional content and tools to deliver instruction to students who are increasingly immersed in a world that uses technology every day. Data and communication networks are the essential element that ties technology and people together. State requirements for online testing raise the stakes for school districts to provide reliable and adequate network connectivity. Increasing demands on the teacher to provide a learning environment that addresses all of the Common Core Standards requires reliable technology with sufficient power and speed to function in the time restraints of the classroom.

GCS has local area networks in place in all schools connected to a larger district-wide network through fiber optic and copper cabling. Total bandwidth available to the district is reported to be 100 mb/sec. No data was provided indicating the available bandwidth at each school. The Media and Technology Department recently upgraded switches to increase reliability of the network. GCS has several conversion processes underway including migration to Active Directory for network management and Google Mail Services for district e-mail.

FINDING

There is inadequate documentation available for the support and management of the network infrastructure.

It was evident that all network support and management was under the direction of one individual contractor in GCS. There was no documented evidence of a complete overview of the network structure or status of the individual nodes. The Media and Technology Services Department has installed Novell ZENworks in some computers. That product can inventory and track computers on the network; however, it does not function in computers with insufficient memory. GCS schools have many computers on the network that are reported to MGT as unusable due to lack of memory and slow operation.

The lack of documentation can impact the network operation in the event the single network manager becomes unavailable. While the level of expertise of network management seems to be at a high level, ongoing support is reduced to a trial and error method due to the lack of documented procedures.

RECOMMENDATION 1-7

Consider contracting with a vendor through a competitive bid process for a review and documentation of the network infrastructure.

This process will give GCS a complete analysis of the connectivity at each school and district site as well as make recommendations for efficient operation and improved reliability. It will give management the data it needs to make budget projections on future needs. The documentation will also assist future troubleshooting when network issues arise. A full description of each device on the network will assist inventory control, future upgrade planning, and physical security.

FISCAL IMPACT

Costs associated are undetermined. Some costs may be reduced through bidding and internal staff time. Some diagnostic services may be offered by local telecommunication providers. Reduced staff time for support will be a direct savings as a result of this recommendation.

FINDING

Recently acquired technology is under-utilized in classrooms.

Chattahoochee Elementary School, George Munroe Elementary School, East Gadsden High School, and West Gadsden High School received School Improvement Grants (SIGs) that included the purchase of additional computer equipment, interactive whiteboards, and Apple iPads for the schools.

MGT did not observe the iPads in use in any of the schools where they were located. iPad carts were observed at East Gadsden High School, but were located in the Media Center storage area as shown in **Exhibit 1-6**. When asked about their use, it was indicated that they were in the process of having a software update.

EXHIBIT 1-6 IPAD CARTS



Source: MGT, November 2012.

Schools indicated that they used the iPads for website access; however, only two of the four schools where iPads were purchased have a functioning wireless network. It was reported that the wireless access in those two schools is not reliable in all classroom areas.

RECOMMENDATION 1-8

Develop a plan to install wireless network access in all schools.

The plan should include a thorough evaluation by site of the location and quantity of needed access points. Priority should be given to the four schools receiving the SIGs.

Wireless network access is a necessary element for use of new technologies. The 2012 K-12 NMC Horizon Report lists mobile devices, handheld devices, and tablets as the top three technologies most likely to impact education within the next year. The report is endorsed by ISTE as well as the Consortium of School Networks, both recognized as leading industry organizations.

Wireless network access to printers and other devices can reduce future wiring costs and allow for the expansion of networks in locations where wiring is prohibited or not cost effective.

FISCAL IMPACT

The cost of installing managed wireless network access varies by site. Once a plan has been developed, including a projected timeline, funding sources can be explored.

FINDING

Access to modern computers is not equally distributed in schools in the district.

MGT visited schools, interviewed personnel, and reviewed asset reports to determine the distribution of technology in schools. **Exhibit 1-7** shows a summary of computer distribution based on the current asset report for computers purchased after July 1, 2009.

EXHIBIT 1-7
COMPUTERS AT SCHOOL SITES LESS THAN FOUR YEARS OLD.

SCHOOL	ENROLLMENT	COMPUTERS PURCHASED SINCE 7/1/09	STUDENTS : COMPUTER
Carter Parramore/Hope	204	46	4.43
Chattahoochee Elementary	238	77	3.09
East Gadsden High School*	933	300	3.11
Gadsden Central Academy	37	12	3.08
Gadsden Elementary Magnet	205	32	6.41
George Munroe Elementary	716	127	5.64
Greensboro Elementary	434	111	3.91
Gretna Elementary	383	50	7.66
Havana Elementary	590	107	5.51
Havana Middle*	220	67	3.28
James A. Shanks Middle*	600	101	5.94
St. John Elementary	325	6	54.17
Stewart Street Elementary	646	74	8.73
West Gadsden High*	529	213	2.48
Crossroad Academy	390	52	7.50
District School Total	6,450	1,375	4.69

Source: GCS asset report, 2012.

An accurate inventory of older computers was not provided. It was observed that the majority of upgraded or newer computers found in schools were located in labs used for Integrated Learning Systems, such as Successmaker, or in the CTE computer lab. Most teachers had one computer used for the interactive whiteboard, access to instructional content, and teacher productivity tools. Because of the unreliability and slow operation of classroom computers, MGT observed students using these teacher computers as well. It was observed and verified during interviews that many of the older computers were not used due to the extended time that it took to start them up every day and their general unreliability. During site visits, it was observed that many of the student computers did not work. While most schools had at least one or two in the classroom for student use, as many as 50 percent no longer functioned and have not worked since the beginning of the school year. Several stakeholders stated it was due to the migration over the summer and now there is not enough memory to run the computers.

The computers that were working took very long, for the most part, to boot up. This was observed in several cases and, after waiting for over 20 minutes in a lab at Havana Middle School, the computers

^{*} Includes computers located in CTE labs.

were still not ready to be used. This delay is too long and students may miss half the class just waiting for the computer to boot.

There is no standard configuration for classroom computers in GCS.

GCS has no computer replacement policy or plan; however, MGT found that the CTE program was following a replacement policy for computer labs serving their programs.

RECOMMENDATION 1-9

Establish a standard configuration for technology in classrooms and media centers for elementary, middle, and high schools.

By establishing a standard configuration, GCS can distribute technology on a more equitable basis. The standard can be followed as new funding becomes available serving as a guide for schools and program managers. Without standardization, it is difficult to adequately budget for acquisition, replacement, and support of these technologies. Standards are followed in other districts, such as Sarasota County Schools (FL), through their replacement plan.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required.

RECOMENDATION 1-10

Develop a five-year computer replacement plan to replace older technology.

A documented replacement plan can be part of a recurring budget and act as a guide for spending new funds as they become available. This established regular schedule communicated to stakeholders treats each school equally. The replacement plan should address those configurations identified in the standard technology configuration. Replaced computers should be removed from inventory through the surplus process, then used for parts, or distributed to schools that have yet to be part of the replacement cycle.

An exemplary example of an innovative replacement plan is one used in Sarasota County Schools. It will result in every school-based computer being under warranty when fully implemented.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required. It can be implemented as part of the planned future technology purchases.

FINDING

The CTE program has state of the art computer labs in all middle and high schools in GCS. This program offers career exploration to students served in those programs. CTE has been following a five-year schedule of replacement. MGT observed these labs being utilized consistently in the schools and often were the most updated equipment available. This replacement effort is consistent with best practices and, in some cases, exceeds districts that follow a longer replacement cycle due to budget constraints.

COMMENDATION I-A

The Career and Technical Education program follows a five-year replacement plan for computer equipment servicing their programs.

FINDING

Printers located in classrooms were found to be unused due to lack of supplies.

MGT observed stand alone inkjet printers located in most classrooms that were connected to a computer for teacher use. It was reported through interviews and survey data that due to lack of ink cartridges the teachers had to either use another teacher's printer, or share ink cartridges between classrooms. They then print one copy and carry it to the duplicating machine.

Schools have at least one IBM Bizhub networkable copy duplicating machine installed. Some schools have more than one of these devices.

RECOMMENDATION I-II

Reduce the inventory of classroom inkjet printers by utilizing the network capabilities of the school based duplication devices.

This recommendation will improve the efficiency and management of printing documents. The networked printers can document use as well as reduce paper by duplex printing capabilities. School principals interviewed were open to this recommendation and in some cases indicated that they have requested this action.

FISCAL IMPACT

This recommendation will reduce costs by reducing the quantity of inkjet cartridges purchased.

Actual savings will vary, but a conservative estimate of savings based on 100 classrooms purchasing two cartridges a year (1 color, 1 black) would be approximately \$4,000 per year or \$20,000 over five years.

RECOMMENDATION	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Reduce the inventory of classroom inkjet printers by utilizing the network capabilities of the school based duplication devices.	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000

FINDING

GCS contracted a study of instructional software programs currently licensed or purchased. The study determined which software was most effective and used within the district.

COMMENDATION I-B

GCS has taken steps to measure the effective use of instructional learning system software and to reduce future software costs.

By reviewing the software used in the district for instruction, the district can reduce its expenditures for software that is deemed unnecessary. This practice can be replicated and be of value to other school districts.

FINDING

The Student Information System (SIS) and the HR/Finance systems planned for the future are disparate systems.

GCS is in the process of converting the SIS from TERMS to Skyward. GCS indicated that the software system was purchased though a formal bid, though no documentation of the process was provided to MGT upon request. According to documentation, within a two-month period, separate purchase orders to two different vendors for a new SIS were made. **Exhibit 1-8** lists the purchase order information.

EXHIBIT 1-8
PURCHASE ORDERS FOR SIS UPGRADES

DATE	PO NUMBER	SERVICES PURCHASED	AMOUNT
4/23/2012	/23/2012 182677 CrossPointe SIS		\$166,525
4/23/2012	1020//	Through 2013	\$100,525
6/11/2012	10 102000	Skyward Student	¢102.10F
6/11/2012	182858	Management Suite	\$183,185

Source: GCS, 2012.

The purchase order to CrossPointe was apparently cancelled. It is evident that further evaluation may be necessary to avoid potential issues in the future.

Skyward software provides web based access to student data, a parent portal, and an online grade book for teachers. The Media and Technology Services Department meets via a telephone conference call approximately once a week to verify the status of the implementation. It was reported by staff that the migration was proceeding as planned, though no formal documentation or checklists were available. A projected calendar was provided to MGT. Training to be provided to GCS staff is part of the purchase agreement and included in the calendar. The projected changeover to Skyward is Fall 2013. Extensive training is scheduled for Summer 2013.

The HR/Finance Department contracts with PAEC for data services. The department indicated that they are satisfied with the quality of services currently provided. They have also contracted with PAEC to provide an upgrade to services to the product under development by PAEC referred to as FOCUS. Limited data was available since the product is still under development. Several staff at GCS indicated a concern that the SIS and the HR/Finance system were disparate systems.

With the implementation of performance based evaluation systems that rely on student performance data as part of the evaluation process, it is important that these systems communicate data seamlessly. This is currently an issue that causes errors when new hires are entered into the HR system before

classes can be assigned. Since this involves two separate systems at the present time there have been reported delays in the process.

RECOMMENDATION 1-12

Re-evaluate the decision to use separate products for SIS and HR/Finance.

Reducing the number of disparate database systems could result in more efficient operation of the school district. While cost is one aspect of the evaluation process, functionality, professional development, support, and future use are just as important to consider. A complete cost/benefit analysis should be reviewed by both the HR/Finance Departments and the Media and Technology Services Department. The decision should also involve participation by the Technology Planning Committee.

A reduction in the quantity of disparate databases streamlines the operation and redundancy in an organization and improves the efficient operation of the district. An indicator of best practices according to the Office of Program Policy Analysis and Government Accountability (OPPAGA) is that independent databases are effectively managed to provide reliable and accurate data and ensure efficient operations.

FISCAL IMPACT

A fiscal impact cannot be determined at this time. Additional costs may be encountered by selecting a different product, but efficiencies would be gained for years in having both areas incorporated into the same software application.

1.4 PROFESSIONAL DEVELOPMENT

Professional development is a required element for the effective use of technology. While all preservice college of education programs offer courses in technology, ongoing training is needed in specific software and specialized hardware implementations. Without adequate training, technology is often unused or used ineffectively in the classroom.

FINDING

GCS offers minimal professional development opportunities to staff and school based personnel.

Data made available to MGT included a listing of technology trainings offered during the 2011-12 school year. **Exhibit 1-9** shows the trainings that were listed. No attendance records were provided upon MGT's data request.

EXHIBIT 1-9 PAEC/GADSDEN COUNTY COURSES

COURSE TITLE
2011 Gadsden Educational Technology Conference
Autism Endorsement: Assistive/Instructional Technology (PAEC)
East Gadsden High: Implementing Technology with IPADS
Teaching with Technology
Technology 101: Using SMART Products in the Classroom
Technology for Classroom Teachers: Greensboro Elementary
Technology Integration Training 2012
Technology Integration Training George Munroe Elementary

Source: GCS Media and Technology Department, 2012.

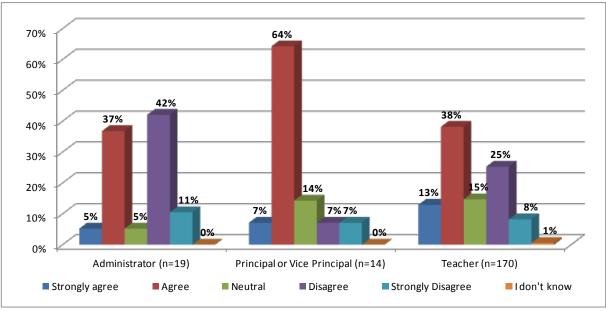
During the Summer of 2011, GCS conducted the Gadsden Educational Technology Conference where teachers were invited to attend a week-long conference. Vendors presented training on their products to attendees. The intent was to provide a "train the trainer" environment. No follow-up was provided as to the effectiveness of the training. Based on interviews with teachers and staff, MGT found that, in some cases, attendees did provide fellow teachers with follow-up training at schools; however, this was not consistent among schools.

The Media and Technology Services Department has one instructional trainer assigned. Since August 2012, the trainer has had the responsibility for planning professional development as well as supporting the ILS systems. This dual role resulted in the trainer spending approximately 25 percent of her time on training content not related to ILS software support.

The need for additional professional development was reported frequently by staff interviewed by MGT and was cited as a possible reason some equipment such as student response systems, interactive whiteboards, iPad carts, and Macbook carts were not used regularly or integrated into classroom instruction. The need for training on Microsoft Office products was conveyed through interviews by staff members and school-based personnel. **Exhibit 1-10** shows survey response data collected by MGT. As shown in this exhibit, 34 percent of teachers did not feel that adequate professional development was offered and 53 percent of administrators agreed with this lack of training for technology.

EXHIBIT 1-10 SURVEY RESPONSES

Our school district provides adequate technology-related staff development.



Source: MGT of America, Inc. survey results, 2012.

Training set for teachers and staff related to the Skyward SIS installation has been scheduled for Summer 2013. **Exhibit 1-11** shows the schedule of activities for August 2013 and additional training is scheduled for September. These training activities are provided by Skyward as part of the implementation process.

EXHIBIT 1-11
SKYWARD IMPLEMENTATION SCHEDULE AUGUST 2013

DATE	TRAINING	DATE	TRAINING
1	8:30 a.m. – 3:30 p.m. Special Ed/ESE Training Conversion Clean-up/Data Entry	14	8:30 a.m. – 3:30 p.m. Attendance Training for Office Staff – Group B
5	9:00 a.m. – 12:00 p.m. Health Training on Training Environment	15	8:30 a.m. – 3:30 p.m. Attendance Training for Office Staff – Group C
6	8:30 a.m. – 3:30 p.m. Special Programs Training 8:30 – 11:30 – ELL Data Entry 12:30 – 3:30 – All other Special Programs (home school, title 1, 504, career/tech, migrant)	27	8:30 a.m. – 3:30 p.m. Grading Training - Transcripts/FASTER
7	8:30 a.m. – 3:30 p.m. State Reporting Training/Surveys	28	8:30 a.m. – 3:30 p.m. Grading Training - Transcripts/FASTER
8	8:30 a.m. – 3:30 p.m. Special Ed/ESE Training	29	8:30 a.m. – 3:30 p.m. Graduation Requirements
13	8:30 a.m. – 3:30 p.m. Attendance Training for Office Staff – Group A		

Source: GCS, Department of Media and Technology Services, 2012.

RECOMMENDATION 1-13

Create a cadre of technology trainers using existing teachers and staff.

Training should be an ongoing event in the school district. As new employees are hired or existing employees change roles, training should be available for them to enhance their skills and perform their required duties. Once identified, these trainers can assist in the development of courses needed by instructional and support staff.

RECOMMENDATION 1-14

Provide additional professional development opportunities for teachers and staff through after hours training.

Courses can be offered after hours using a combination of school labs, district office labs, and potentially, labs located at the Gadsden Technology Institute, which currently does not offer evening programs.

Providing effective professional development is consistent with ISTE technology standards for administrators that state "Educational Administrators promote an environment of professional learning and innovation that empowers educators to enhance student learning through the infusion of contemporary technologies and digital resources."

Some education grants require that a portion of funding must be spent directly on professional development. The Elementary and Secondary Education Act (ESEA, the "No Child Left Behind Act") has

included in its support for technology the requirement that 25 percent of the funds be devoted to training and professional development.

FISCAL IMPACT

Funds for stipends paid to trainers and participants should be allocated as part of the budget process. All technology implementations should address professional development as part of the purchase process. Due to these grant funding practices, no additional funding is required by the district.

RECOMMENDATION 1-15

Explore opportunities for the delivery of online professional development within GCS.

Through the use of web-based Learning Management Systems (LMS) such as Moodle, GCS could create and manage online courses for staff. In addition, GCS is in the process of installing Safari Montage, a digital content on demand delivery system that can be used to provide just in time training to staff.

These systems are currently in use in other school districts and have shown to be highly successful in districts such as Sarasota, Hillsborough, and Palm Beach.

Online courses can be made available to staff during non-work hours. The lack of available release time for training was reported to MGT during site visits and interviews.

FISCAL IMPACT

Additional funding would be required for staff time to develop course content and for stipends paid to course instructors. Online courses can have a higher instructor to student ratio and can therefore reduce costs over traditional face-to-face training. Some software such as Moodle is free but requires a fileserver. Existing hardware resources can be used to provide a fileserver during any pilot phase.

Online courses through products such as Moodle can be developed as self-paced, with self-grading assessments requiring a minimum of moderator time. These would allow for a contracted pay formula for instructors. For a 30 hour participant course (estimated time to complete), estimated costs could be calculated as:

- Development: 40 hours at \$20 per hour: \$800 (one time cost since course is reused after development).
- Course proctor/moderator for up to 30 participants: \$500 (flat fee).

A total cost is estimated at \$3,300 for 150 participants, or \$22 per participant, per course.

ONLINE COURSE	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Participate in online courses for professional development	(\$1,300)	(\$500)	(\$500)	(\$500)	(\$500)

1.5 TECHNICAL SUPPORT

Ongoing support is an important part of any technology implementation. Without adequate and timely support, technology often goes unused. When technology is supported, teachers can integrate it into their teaching and students can depend on it to actively participate in the learning environment.

GCS employs four full-time repair technicians to support all schools and offices. In addition, high schools have one additional unit assigned to the school to assist in the support of technology. MGT found that the additional unit at East Gadsden High is currently vacant. Funding for the additional support is provided as part of the SIG.

Many of the schools have a full-time computer lab proctor that assists in the school-based computer labs. GCS staff indicated that a single point of contact had been established at each school for the purpose of collecting technology repair issues at the school. A list of these individuals was not available when requested; however, it was reported to be either a lab proctor or the media specialist in most cases.

Network support is provided by a contracted employee who works a 40 hour week and is located at the district office. Along with typical network operation support, he also manages and supports other technology services. **Exhibit 1-12** lists some of the tasks currently assigned to the network support position.

EXHIBIT 1-12
LIST OF RESPONSIBILITIES FOR OUTSOURCED NETWORK SUPPORT

Admin for All Domain Controllers (DNS, DHCP)	Google Apps Migration and Implementation
Internet Access	Admin for All File Servers
Content/Web Filter Administration	Admin for All Print Servers
Admin for All Phone Systems	Antivirus Server Admin
Build And Maintain All Wireless Networks	Create, Test and Distribute All Network Applications
Maintain and Configure All Switches and Routers	AS400 TERMS Client Access Connectivity
Computer Based Testing	Help Desk Maintenance and Programming
Server Administrator-Mail, Spam Filter	Active Directory Implementation
User Account Creation and Maintenance	Phone Support for Field Technicians
Windows 7 Migration, Configuration and Testing	Support for Network Applications

Source: GCS Network Administrator, 2012.

GCS maintains a district warehouse for temporary storage of new and outdated hardware. As new hardware is delivered, asset numbers for inventory are assigned before delivery to schools. Delivery to schools is carried out by the repair technicians either individually or as a group. MGT could find no evidence of how the status of new technologies ordered and received is communicated to schools.

FINDING

The process to remove non-functioning computer equipment for disposal is inefficient.

Equipment waiting for surplus is collected from schools and stored in the warehouse. **Exhibits 1-13** and **1-14** show examples of the surplus equipment. MGT found several instances where stacks of computers were in schools waiting to be removed. School staff reported many of these had been there from as long as several months to a year.

EXHIBIT 1-13 WAREHOUSE COMPUTERS TO BE DISCARDED



Source: MGT of America, Inc., Nov. 2012.

EXHIBIT 1-14 COMPUTERS AT EAST GADSDEN HIGH SCHOOL WAITING FOR REMOVAL



Source: MGT of America, Inc., Nov.2012.

RECOMMENDATION 1-16

Remove old, non functioning computers from schools.

Stacks of older outdated technology located in schools send the wrong message to the public. It can be perceived as the schools having more technology than they need. It can send the message that personnel are not taking care of the technology. GCS should establish a schedule for pickup and complete this task as soon as possible.

FISCAL IMPACT

GCS currently receives funds from the recycling company used for disposal mitigating any additional expenses for additional staff time.

FINDING

Support for existing technology in schools in inadequate and inefficient.

Through interviews, observation, and survey responses MGT found that the lack of technology support was a major concern from stakeholders. Each repair technician is responsible for up to four schools that are not necessarily geographically assigned. It was reported that technicians report to schools no more than once a week. Due to a reported high absentee rate, many schools go without services for as much as two to three weeks. There appears to be a lack of oversight or direct accountability for the level of service provided directly to schools. MGT found computers located in schools that do not function, and reportedly had not functioned in some cases the entire school year. In the case of Stewart Street Elementary School, in one lab the majority of computers were not working and have not been operational for three years according to administrative staff and teachers running the lab.

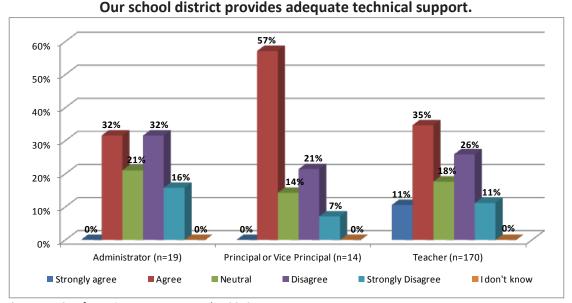
Technology issues are reported through an online system referred to as help desk. MGT found that as few as 50 percent of the actual issues are reported in this manner with the remainder reported on paper

lists handed to the technicians directly. Data provided by GCS indicated that of the 99 open issues listed in the help desk report, only 13 were less than one week old while 32 were more than one month old; however, this list did not include all items as indicated by personnel and an aging report for these items older than 180 days was not available on the current help desk system.

Warranty repairs are completed directly by the GCS technicians even though the district purchases onsite warranty repair.

Exhibit 1-15 Shows results from the survey of stakeholders. It shows only 32 percent of district administrators, 57 percent of school administrators, and 46 percent of classroom teachers feel that adequate technology support is provided.

EXHIBIT 1-15 SURVEY RESPONSES



Source: MGT of America, Inc. survey results, 2012.

RECOMMENDATION 1-17

Redefine technology support liaison positions at each school.

Technology support liaisons should be a supplemented position through stipends for extra hours, or provided release time from their current duties where feasible. The Media and Technology Services Department should provide additional training and establish competencies needed for this position. A complete list of responsibilities should also be established.

By training these personnel in trouble shooting and basic network operation support they can be directly responsible for some of the routine maintenance procedures and end user support.

School-based support is used in a variety of ways by different school systems. The size of the school district and funds available directly impact the implementation used. GCS has an internal example of an effective approach to support. James A. Shanks Middle school uses their media specialist in this

capacity. As a result, the teachers reported a much higher level of satisfaction during the MGT site visit. Some of the repair functions are completed by the media specialist who maintains a parts supply as shown in **Exhibit 1-16** that were recovered from damaged, surplus computers.

EXHIBIT 1-16
PARTS SUPPLIES AT JAMES A. SHANKS MIDDLE SCHOOLS



Source: MGT, America, Nov. 2012.

FISCAL IMPACT

Costs associated with this recommendation include stipends for support liaisons. Estimating a \$20 hourly rate results in providing as much as twice the support provided at schools for slightly more than the cost of adding one employee at the district office. The fiscal impact does not include fringe benefits as that amount was not provided by the district.

Example of a cost estimate would be:

				TOTAL ANNUAL
SCHOOLS	HOURS PER WEEK	EST. HOURLY RATE	NUMBER OF WEEKS	COST*
15	5	\$20	36	\$54,000

^{*} Excludes benefits.

RECOMMENDATION	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Support Liaison	(¢E4 000)	(\$54,000)	(\$54,000)	(\$54,000)	(¢E4 000)
Positions	(\$54,000)	(\$54,000)	(\$54,000)	(\$54,000)	(\$54,000)

RECOMMENDATION 1-18

Implement a policy requiring all requests for technology repair services to be entered into the help desk system.

This recommendation will increase accountability and allow for greater oversight of technology repair services. When local issues are reported by paper, resources may be improperly allocated to adequately service schools.

This is consistent with best practices used by other school districts and institutions. Accurate data will assist GCS in determining future support requirements and staffing.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required.

RECOMMENDATION 1-19

Consider purchasing a more robust issue reporting and tracking system for technology support and repair.

Currently, repair issues are not tracked by asset number. A more robust system can offer a greater level of data reporting to assist in the management of personnel resources and help reduce future issues through preventive maintenance. A more complete reporting system can include automated notification and escalation capability for tickets open longer than a specified time. Systems in use by other districts include both internal systems and outsourced help desk services.

FISCAL IMPACT

Costs associated would be determined after evaluating different systems.

RECOMMENDATION 1-20

Establish an acceptable level of service standard for technology support issues

Each reported issue to the tracking system should be assigned a priority by an agreed upon standard. Once established, a required minimum response time should be followed and responsible parties should be accountable for meeting that level of service. The district office should be responsible for assigning the priority and monitoring progress.

An example of an outstanding implementation is one underway in Sarasota County Schools. Critical priority issues are sent via instant message to field techs. They must respond within a specified time and close the help desk ticket. Those are monitored by management and used to evaluate the effectiveness of the support personnel. Lower priority items are given a longer completion time. This way, technicians spend their time in the most efficient way solving the most critical issues first. GCS could contact Sarasota County Schools to assist with implementation.

RECOMMENDATION 1-21

Complete repairs for technology under warranty by warranty service providers.

MGT found that district technicians currently visit a school less than one day a week. This causes a minimum delay of two weeks when replacement parts are needed. The current warranty purchased for computers includes a two-day onsite response for repairs. This increases the service provided to schools while reducing the technician workload. Responsibility for reporting warranty repair should be part of the support liaison duties.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required and will allow for greater efficiencies within the district.

RECOMMENDATION 1-22

Consider certification of technicians as warranty service providers.

By completing warranty repair services the district will receive funds back from the computer vendor. This is consistent with other school districts that provide their own warranty repair services. The presence of trained certified repair technicians will increase the productivity and efficiency of support services.

FISCAL IMPACT

Costs associated with the certification process vary by vendor. Some districts have negotiated technician certification training as part of a purchasing agreement, which is recommended for GCS.

FINDING

Operation and functionality of the Internet filter currently in place is not meeting the needs of district staff and school based instructional personnel.

MGT received feedback from stakeholders at every level and on numerous occasions indicating that they were not able to access needed web-based content. They expressed frustration with the process to unblock access to web content. It was suggested that users are not properly trained or were not following procedures. MGT was not provided with any written documentation of established procedures for reporting filter issues. Requests for unblocking web content were found in the help desk issue report, but many were listed as open for more than two weeks.

During school visits it was a common theme that too many websites were being blocked. Internet access was not available all of the time and when an attempt was made to access state required curriculum guidelines, work books, and current events (which are needed for secondary and the alternate school), the websites are blocked.

RECOMMENDATION 1-23

Establish and communicate an efficient process for evaluation of web content access requests.

This recommendation will result in a clearly communicated procedure to be followed by staff and teachers. It is consistent with ITIL standards of communication and level of service provided to clients.

In communicating such a process the following should be addressed:

- List the steps necessary for access to the Internet including proper login procedures.
- Include a listing of the criteria or rules used to determine if a site is blocked.

- Provide an online form (e-mail or helpdesk) for a review of a site (this also can be used to report sites that are not currently blocked).
- Review and respond to all requests within an advertised time period. This should be within 24 hours with a goal of same day service.
- Establish an appeal process for requests that are not acted on within the agreed time.

FISCAL IMPACT

This recommendation can be accomplished with existing resources. No additional costs are required.

APPENDIX A

APPENDIX A

MGT uses a statistical formula to set an acceptable return rate in order to declare that survey results are "representative" of the population surveyed. In the case of Gadsden County Schools, the response rate for teachers was below their standard while central office administrators along with principals/assistant principals met the standard.

Exhibit A-1 shows the response rate by classification of those responding to the web-based, anonymous survey.

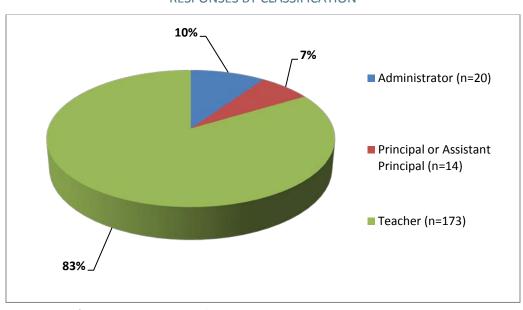


EXHIBIT A-1
RESPONSES BY CLASSIFICATION

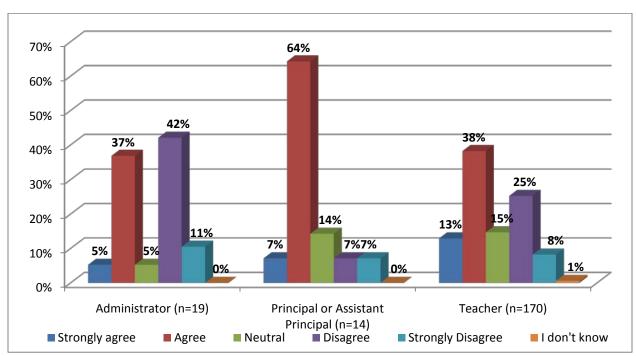
Source: MGT of America, Inc. survey results, 2012.

Exhibit A-2 shows responses by GCP when asked if the district provides adequate technology-related staff development.

As shown:

- Principals/assistant principals agreed strongly with this statement.
- 53 percent of central office administrators did not agree.
- 34 percent of teachers that responded disagreed.

EXHIBIT A-2
OUR SCHOOL DISTRICT PROVIDES ADEQUATE TECHNOLOGY-RELATED STAFF DEVELOPMENT



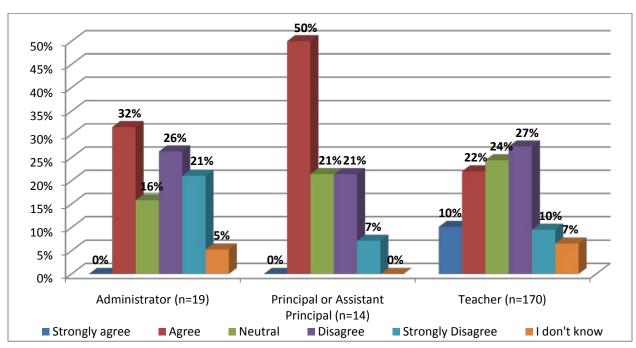
Source: MGT of America, Inc. survey results, 2012.

Exhibit A-3 shows the responses for the three groups when asked if GCS requests input on the district's long-range technology plan.

As shown:

- Only 3 percent of central office administrators agreed.
- Half of principals/assistant principals agreed.
- Of the teachers responding, 32 percent agreed.

EXHIBIT A-3
OUR SCHOOL DISTRICT REQUESTS INPUT ON THE LONG-RANGE TECHNOLOGY PLAN



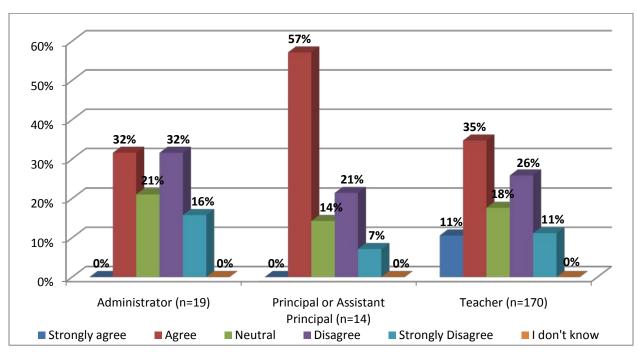
Source: MGT of America, Inc. survey results, 2012.

Exhibit A-4 shows the responses by the three groups when asked if the district provides adequate technical support.

As shown:

- Only 32 percent of central office administrators agreed.
- 57 percent of principals/assistant principals agreed.
- 46 percent of teachers that responded agreed.

EXHIBIT A-4
OUR SCHOOL DISTRICT PROVIDES ADEQUATE TECHNICAL SUPPORT



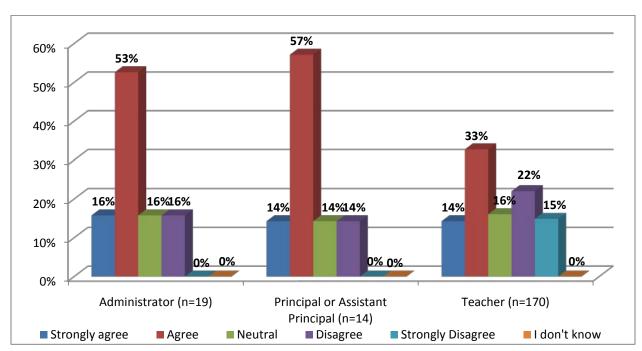
Source: MGT of America, Inc. survey results, 2012.

Responses when asked if one had adequate equipment and computer support are shown in Exhibit A-5.

As shown:

- 69 percent of central office administrators responded favorably.
- 71 percent of principals/assistant principals agreed.
- 47 percent of teachers that responded agreed.

EXHIBIT A-5
I HAVE ADEQUATE EQUIPMENT AND COMPUTER SUPPORT TO CONDUCT MY WORK



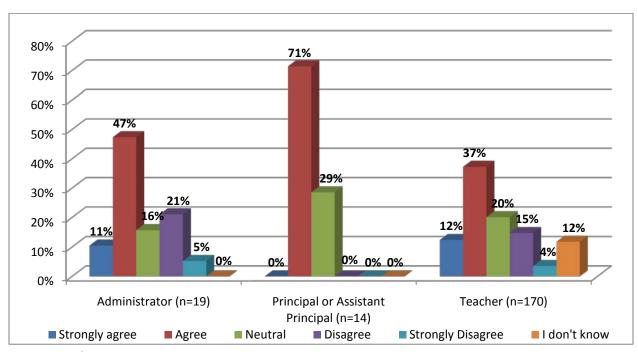
Source: MGT of America, Inc. survey results, 2012.

Exhibit A-6 shows the responses of the three groups when asked if administrative computer systems are easy to use.

As shown:

- 58 percent of central office administrators agreed.
- 71 percent of principals/assistant principals agreed.
- 49 percent of teachers that responded agreed.

EXHIBT A-6
ADMINISTRATIVE COMPUTER SYSTEMS ARE EASY TO USE



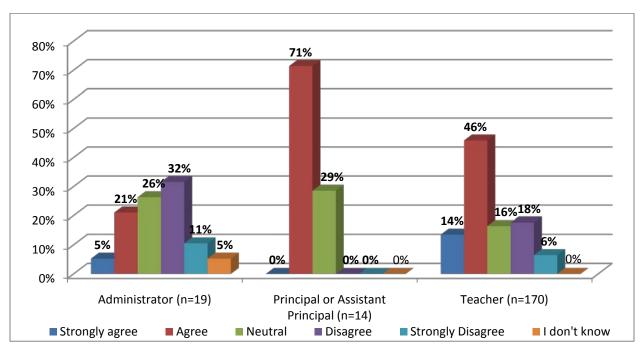
Source: MGT of America, Inc. survey results, 2012.

Exhibit A-7 shows the responses of the three groups when asked if technology is effectively integrated into the curriculum in the district.

As shown:

- Only 26 percent of central office administrators agreed.
- 71 percent of principals/assistant principals agreed.
- 60 percent of teachers that responded agreed.

EXHIBIT A-7
TECHNOLOGY IS EFFECTIVELY INTEGRATED INTO THE CURRICULUM IN OUR DISTRICT



Source: MGT of America, Inc. survey results, 2012.

APPENDIX B

EXHIBIT B-1 TECHNOLOGY DIRECTOR JOB DESCRIPTION NORTHWEST ALLEN COUNTY, INDIANA 12 SCHOOLS

Primary responsibility of the Technology Director is to provide for the planning and implementation of technology to improve teaching, learning, communication, and school management.

- A. Technology Director shall guide the district in the implementation of technology.
 - Meet with NACS stakeholders to evaluate current programs, assess needs, and prepare for future implementations.
 - Lead the district Technology Committee in designing the technology plan to guide district technology and meet state requirements.
 - Stay current with trends in education and technology to make recommendations for the direction of district technology.
- B. Technology Director shall manage the budgets used for technology purchases, including Capital Projects Funds, grants, building projects, and other funds.
 - Guide responsible purchasing for all technology related items.
 - Maintain clear records for accountability and auditing purposes.
- C. Technology Director shall oversee the technology infrastructure to facilitate communications.
 - Guide the technology department to ensure stability for local, wide, and regional area networks.
 - Prepare for expansion of the network where convergence of other systems becomes feasible and beneficial to the district.
- D. Technology Director shall oversee the training of NACS staff in the use of technology.
 - Coordinate instruction and documentation for the effective use of technology.
 - Coordinate instruction to encourage integration of technology into the curriculum.
- E. Technology Director shall oversee the data management needs of the district.
 - Guide the standardization of data entry for the student information system, data warehouse, and other district databases.
 - Guide the accurate submission and extraction of data for district, state, and federal reporting.
- F. Technology Director shall oversee the management and maintenance of the district web site.
 - Guide the creation of web pages to accurately represent the district.
 - Coordinate procedures for timely updates to all web pages.
- G. Technology Director shall supervise all personnel within the technology department.
 - Manage immediate supervision of members of the district technology department, including hiring, supervision, and evaluation.
 - Assist building principals with the hiring, supervision, and evaluation of building technology personnel.

Source: Northwest Allen County Schools, 2013.



POSITION DESCRIPTION NORTHFIELD PUBLIC SCHOOLS

September 2007

SECTION I: GENERAL INFORMATION

Department: Technology
FLSA Status: Exempt
Bargaining Unit: Non-Union Administrators - Cabinet
-

Under the direction of the Superintendent of Schools, the Director of Technology manages and oversees all aspects of the administrative and educational technology planning, implementation and utilization in collaboration with the District Technology Steering Committee. The Director of Technology provides Π leadership and oversight in the areas of office automation; student, finance and personnel systems; and oversees and supervises the operation of the LAN/WAN, district web site, telecommunications, and technology training. The Director of Technology works in collaboration with the Technology Steering Committee to establish long range and short range technology plans and strategies to integrate technology into student learning.

SECTION II: ESSENTIAL DUTIES AND RESPONSIBILITIES

Duty/Responsibility No:	1 Statement of duty/responsibility:				
Percent of Time: 25 Provides leadership, direction and implementation oversight of all detechnology plans, objectives and projects.					
Tasks involved in fulfilling above duty/responsibility: Provides advice, leadership, and expertise to the District Technology Steering Committee in the long range planning and vision of technology operations, K-12 educational technology use and integration.					

Duty/Responsib	oility No:	2	Statement of duty/responsibility: Manages and supervises the daily operations and staff of the technology
Percent of Time:		25	department.

Tasks involved in fulfilling above duty/responsibility:

- Plans, organizes, and directs the implementation of both small and large IT initiatives.
- Prioritizes and assists in the troubleshooting of daily issues and concerns of users and technology operations.

Duty/Responsibility No:	3	Statement of duty/responsibility: Provides leadership, support and training to district personnel in the areas
Percent of Time:	10	of office automation, email, file sharing, student information systems, HR and finance systems.

Tasks involved in fulfilling above duty/responsibility:

- Evaluates and assesses staff needs in the areas of technology.
- Collaborates with TIES, Technology staff, and Skyward staff to provide classes on core technology skills.
- Designs and implements targeted technology classes in such areas as Groupwise email and voicemail.

Duty/Responsibility No:	4	Statement of duty/responsibility:
Percent of Time:	10	Works with the district curriculum team and teaching staff to provide and support effective strategies and best practices for technology integration into the classroom.

Tasks involved in fulfilling above duty/responsibility:

· Assists in revising technology curriculum goals and objectives for K-12 students.

Duty/Responsibility No:	5	Statement of duty/responsibility: Oversees the evaluation, selection and purchasing of all district
Percent of Time:	15	technology and telecommunications equipment (servers, hubs, routers, workstations, Voice Mail, etc.)

Tasks involved in fulfilling above duty/responsibility:

- Plans and prepares the technology budget.
- · Determines bid specifications and oversees technology bidding processes, if applicable

Duty/Responsibility No:	6	Statement of duty/responsibility:
Percent of Time:	10	Provides technology support and assistance in the administration of human resource and finance systems/software.

Tasks involved in fulfilling above duty/responsibility:

- Develops disaster recovery plans, evaluates different software components, and provides a cost benefit analysis of each system(s).
- · Provides troubleshooting support and technology assistance in the administration and operation of these systems.

Duty/Responsibility No:	7	Statement of duty/responsibility: Performs other comparable duties of a like or similar nature as assigned.
Percent of Time:	5	renorms other comparable duties of a fixe of similar hattire as assigned.

Tasks involved in fulfilling above duty/responsibility:

- Keeps abreast of changing trends, developments and technologies in assigned areas of responsibility.
- · Serves on various ad hoc committees or task forces, as appropriate.

SECTION III: WORK REQUIREMENTS AND CHARACTERISTICS

	EDUCATION/KNOWLEDGE REQUIREMENT: Minimum education required to perform adequately in position could reasonably be attained only by completing the following:				
REQUIRED EDUCATION/TRAINING (choose one)			RAINING	DEGREE INFORMATION: Type of degree: (B.S., M.A., etc.)	
	less than high scho	ol dip	ploma	Bachelor's of Science Degree	
	High school diplon	na or	GED.	Major field of study or degree emphasis: Computer Science, Information Technology, or a closely related	
	1 year college		2 years college	area.	
	3 years college	x	4 years college		
	1st year graduate l	evel		Essential knowledge and specialized subject knowledge required to perform the essential functions of the job:	
	2nd year graduate	level	l .	 Knowledge of network operating systems and network 	
Required Work Experience in Addition to Formal I A minimum of 5 years previous and directly related experience: 5 years experience supervising technology operations LICENSE/ CERTIFICATION Identify licenses/certificat			and directly related expense: technology operations		
delivery of staff training and support. Implementing and assisting district staff in the troubleshootin telecommunications, web services, work stations, email, voice systems. Planning, coordinating and implementing district technology programs. Consulting with, advising, and collaborating with staff concer			ssessments of technology support and training and overseeing the nining and support. It is is still the strong strong of network systems, as, web services, work stations, email, voicemail, and enterprise		

- Planning and preparing technology budgets and overseeing the purchasing of all district technology.
- Developing technology plans, projects and procedures including disaster recovery procedures, the design of security procedures, department documentation processes.
- Communication and presentational skills to train staff, to prepare reports, and to
 collaborate with all levels of district staff in the planning, integration and support of
 technology throughout the district.
- The ability to transport self among district buildings and to regional and state meetings and workshops as necessary.
- · The skill and ability to communicate both orally and in writing.

R	RESPONSIBILITY FOR DIRECT SUPERVISION OF THE FOLLOWING POSITIONS			
	Titles of Positions Directly Supervised	# of Employees		
1	Network Manager	1		
2	Technology Specialist	2		
3	Workstation Specialist	2		
4	Information Systems Specialist	1		
	TOTAL	6		

INDIRECT SUPERVISION:	
Number of employees indirectly supervised:	Total:

HAZARDOUS WORKING CONDITIONS: The essential duties of the work are performed under various physical hazards or environmental conditions noted. Work responsibilities are performed in a typical school setting. There are minimal hazards and risks associated with the performance of this classification.

PHYSICAL JOB REQUIREMENTS: Indicate according to essential duties/responsibilities				
Employee is required to:	Never	1-33% Occasionally	34-66% Frequently	66-100% Continuously
Stand		x		
Walk		x		
Sit		x		
Use hands dexterously (use fingers to handle, feel)		x		
Reach with hands and arms		x		

Climb or balance		x	
Stoop/kneel/crouch or crawl		x	
Talk or hear			x
Taste or smell	x		
Physical (Lift & carry): up to 10 pounds		x	
up to 25 pounds		x	
up to 50 pounds	x		
up to 75 pounds	x		
up to 100 pounds	x		
more than 100 pounds	x		

PHYSICAL J	JOB REQUIREMENTS: Indicate according to essential duties/responsibilities
Physical rec	quirements associated with the position can be best summarized as follows:
Light Work	
	to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of ntly to lift, carry, push, pull or otherwise move objects in the performance of the job.

SECTION IV: CLASSIFICATION HISTORY AND APPROVAL

This Position Description reflects an accurate and co to the position.	mplete description of the duties and responsibilities assigne
Signature - Department Head	Date
Signature – Human Resources Classification History:	Date

Source: Northfield Public Schools, 2013.