

# AGENDA

## REGULAR SCHOOL BOARD MEETING

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

December 12, 2017

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. November 13, 2017, 5:00 p.m. – Special School Board Meeting
- b. November 21, 2017, 4:30 p.m. – School Board Workshop
- c. November 21, 2017, 5:30 p.m. – Organization Meeting
- d. November 21, 2017, 6:00 p.m. – Regular School Board Meeting

ACTION REQUESTED: The Superintendent recommends approval.

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

- a. Personnel 2017 – 2018

ACTION REQUESTED: The Superintendent recommends approval.

#### 7. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. A. Jordan, as natural guardian of J.J. v. Gadsden County School Board  
**SEE PAGE #6**

Fund Source: General  
Amount: \$18,250.00

ACTION REQUESTED: The Superintendent recommends approval.

- b. Letter Purchase Order for Services Pursuant to Agreement No. DESF-030928-PAEC - **SEE PAGE #7**

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

8. **STUDENT MATTERS – SEE ATTACHMENT**

- a. Student Expulsion – See back-up material

Case #50-1718-0051

ACTION REQUESTED: The Superintendent recommends approval.

- b. Student Expulsion – See back-up material

CASE #52-1718-0051

ACTION REQUESTED: The Superintendent recommends approval.

- c. Student Alternative Placement – See back-up material

CASE #53-1718-0051

ACTION REQUESTED: The Superintendent recommends approval.

- d. Student Expulsion – See back-up material

CASE #55-1718-9102

ACTION REQUESTED: The Superintendent recommends approval.

- e. Student Expulsion – See back-up material

CASE # 66-1718-9102

ACTION REQUESTED: The Superintendent recommends approval.

- f. Student Expulsion – See back-up material

CASE #68-1718-9102

ACTION REQUESTED: The Superintendent recommends approval.

- g. Student Expulsion – See back-up material

CASE #69-1718-9102

ACTION REQUESTED: The Superintendent recommends approval.

9. **SCHOOL FACILITY/PROPERTY**

- a. Lawn Care Equipment Quotes – District Employment – **SEE PAGE #10**

Fund Source: N/A  
Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

- b. Roof Repair (Building 3-A) James A. Shanks Middle – **SEE PAGE #12**  
 Fund Source: 110  
 Amount: \$29,443.00  
 ACTION REQUESTED: The Superintendent recommends approval.
  - c. Annual Fire & Safety Inspections – **SEE PAGE #19**  
 Fund Source: 110  
 Amount: \$9,889.83  
 ACTION REQUESTED: The Superintendent recommends approval.
  - d. Five Year Work Plan – Department of Education – **SEE PAGE #21**  
 Fund Source: N/A  
 Amount: N/A  
 ACTION REQUESTED: The Superintendent recommends approval.
10. EDUCATIONAL ISSUES
- a. School Field Trip Request (Out-of-State) – Gadsden Technical Institute  
**SEE PAGE #37**  
 Fund Source: N/A  
 Amount: N/A  
 ACTION REQUESTED: The Superintendent recommends approval.
  - b. School Field Trip Request (Out-of-State) – Gadsden County High School  
**SEE PAGE #42**  
 Fund Source: N/A  
 Amount: N/A  
 ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

- 11. FACILITIES UPDATE
- 12. EDUCATIONAL ITEMS BY THE SUPERINTENDENT
- 13. SCHOOL BOARD REQUESTS AND CONCERNS
- 14. ADJOURNMENT

# THE SCHOOL BOARD OF GADSDEN COUNTY



*"Putting Children First"*

35 Martin Luther King, Jr. Blvd  
Quincy, Florida 32351  
Main: (850) 627-9651 or Fax: (850) 627-2760  
www.gcps.k12.fl.us

**Roger P. Milton**  
*Superintendent*  
miltonr@gcpsmail.com

December 12, 2017

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

Dear School Board Members:

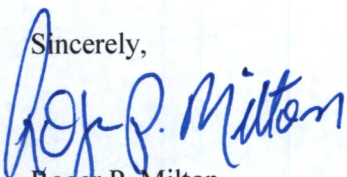
**I am recommending that the attached list of personnel actions be approved, as indicated. I further recommend that all appointments to grant positions be contingent upon funding.**

### Item 6A Instructional and Non-Instructional Personnel 2017-2018

The following reflects the total number of full-time employees in this school district for the 2017-2018 school term, as of December 12, 2017.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees December 2017</u>
Classroom Teachers and Other Certified	120 & 130	385.00
Administrators	110	46.00
Non-Instructional	150, 160, & 170	373.00
		<u>804.00</u>

Sincerely,

  
Roger P. Milton  
Superintendent of Schools

Audrey Lewis  
DISTRICT NO. 1  
Havana, FL 32333  
Midway, FL 32343

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

Isaac Simmons, Jr.  
DISTRICT NO. 3  
Chattahoochee, FL 32332  
Greensboro, FL 32330

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

Tyrone D. Smith  
DISTRICT NO. 5  
Quincy, FL 32351

**AGENDA ITEM 6A, INSTRUCTIONAL AND NON INSTRUCTIONAL 2017/2018**

**INSTRUCTIONAL**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
King, Marcelete	WGMS	Teacher	09/19/2017
Lay, Paula	GCHS	Teacher	11/27/2017

**NON INSTRUCTIONAL**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Bryant, Matthew	Media & Technology	Computer Technician	12/18/2017

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

<b><u>LEAVE</u></b>	<b><u>Location/Position</u></b>	<b><u>Beginning Date</u></b>	<b><u>Ending Date</u></b>
Bailey, Deborah	GCHS/Teacher	11/13/2017	01/15/2018
Jackson, Christa	PreK/Program Assistant	10/09/2017	11/14/2017

**D.R.O.P. Retirement**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Davis, Mary	District	Administrative Assistant	12/31/2017
Williams, Gloria	GWM	Education Paraprofessional	12/31/2017
Williams, Mary H.	PreK	Social Services Coordinator	12/31/2017

**Retirement**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Lynn, Faye	GCHS	Custodial Assistant	12/15/2017

**TRANSFERS**

<b><u>Name</u></b>	<b><u>Location/Position Transferring From</u></b>	<b><u>Location/Position Position</u></b>	<b><u>Effective Date</u></b>
Tshabe, Crystal*	SSES/Teacher	CES/Teacher	01/02/2018

**Substitutes**

Black, Doris  
Kelly, Tracy  
Murphy, Shendora  
Perry, Guenevere  
Thomas, Brandon

\*Crystal Tshabe rescinded resignation for the November 21, 2017 Board approval.

**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 7a

**DATE OF SCHOOL BOARD MEETING:** December 12, 2017

**TITLE OF AGENDA ITEM:** A. Jordan, as natural guardian of J.J. v. Gadsden County School Board

**DIVISION:**

**PURPOSE AND SUMMARY OF ITEM:** The purpose of this item is to get final approval of a settlement in the above-referenced matter.

Ms. Jordan's son suffered a broken leg while playing football. She timely filed a complaint in circuit court in 2016. The Court ordered mediation in this matter. To that end, litigation counsel has negotiated and Ms. Jordan has agreed to totally resolve this matter for \$18,250.00. This sum is less than the cost to the Board to defend this matter at trial and will completely resolve all issues. Ms. Jordan will be responsible for her attorney's fees and cost as well as satisfying any outstanding liens.

Given the inherent uncertainties in litigation and our belief that even if we are successful at trial Ms. Jordan may appeal and cause the overall cost for litigating this matter to increase significantly, resolution of this matter for the sum referenced above is fiscally prudent. Therefore, we recommend approval of the settlement.

**The Superintendent recommends approval of this item.**

**FUND SOURCE:** General  
**AMOUNT:** \$18,250.00  
**PREPARED BY:** DSM  
**POSITION:**

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**SUMMARY SHEET**

**RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA**

**AGENDA ITEM NO.** 7b

**DATE OF SCHOOL BOARD MEETING:** December 12, 2017

**TITLE OF AGENDA ITEM:** Letter Purchase Order for Services Pursuant to Agreement No.  
DESF-030928-PAEC

**DIVISION:** Administration


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

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

Board approval is requested to authorize the use of Agreement No. DESF-030928-PAEC for the following Letter of Purchase Order for Administrative Assistant to the Superintendent and School Board.

**FUND SOURCE:** N/A

**AMOUNT:** N/A

**PREPARED BY:** Roger P. Milton 

**POSITION:** Superintendent of Schools

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**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



DES of Florida, LLC

## LETTER PURCHASE ORDER

This Letter Purchase Order (LPO) for services to be provided by DES of Florida, LLC (DESF/Seller) to Gadsden County School Board (GCSB/Buyer) is issued pursuant to the above-referenced General or Master Agreement between Panhandle Area Educational Consortium and DESF. Buyer hereby authorizes Seller to perform the following described services:

1. **Scope of Work:** Interim Administrative Assistant to Superintendent and School Board
2. **Seller Contact:** Roy F. DeCastro  
DES of Florida, LLC  
P.O. Box 13935  
Tallahassee, FL 32317-3935  
P: 850/893-1315 \* F: 888/219-7972 \* Email: rdecastro@desfsolutions.com
3. **Buyer Contact:** Thomas Kauffman  
Interim Assistant Superintendent for Business & Finance  
35 Martin Luther King Jr. Blvd  
Quincy, Florida 32351  
P: 850-627-9651\* Email: kauffmant@gcpsmail.com
4. **LPO Term:** January 01, 2018- December 31, 2018. This LPO may be terminated without cause by Buyer upon 30 days' written notice to Seller. Buyer shall be required to pay Seller for services rendered to the effective date of termination. During the term of this LPO, Buyer may terminate or discontinue the items covered in this LPO for lack of appropriated funds.
5. **LPO Cost:** Invoices will be billed at a rate of \$4,583.98 per billable month. Without exception, the fees listed in this LPO shall be in effect throughout the term of this LPO. No overtime will be required with this LPO. Any and all expenses, including travel, will be reasonable, verifiable and documented and must be pre-approved by Buyer. Included in the total cost is Paid Time Off (PTO), as follows:
  - Paid Holidays to match Buyer's holiday schedule,
  - Sick/Personal and Vacation days will follow Buyer's policy, and
  - Any unused PTO at the completion of this LPO will be considered "used, paid and all obligations fulfilled."
6. **Invoicing:** Invoices detailing the fees and expenses, including a reference to this LPO number, shall be submitted to the Buyer. The normal terms of payment will be "Net 30 Days" from receipt of Seller's invoice.
7. **Deliverables:** Deliverables shall be those items described in Item 1 of this LPO and shall be further defined on an ongoing basis throughout the term of this LPO. In addition, deliverables shall be due as requested by the Buyer or Buyer-designated representatives associated with the Scope of Work referenced by this LPO.
8. **Public Records:** Seller specifically acknowledges its obligation to comply with State of Florida public records laws that require Seller to keep and maintain public records that Buyer would ordinarily and necessarily require in order

PRIVATE/PROPRIETARY: MUST BE STORED IN LOCKED FILE WHEN NOT IN USE.

Contains Private and/or Proprietary Information. May not be used or disclosed outside DES of Florida, LLC except pursuant to written agreement.

*"Providing Professional Staffing Solutions"*



to perform the services under this LPO; provide public access to such records on the same terms and conditions that Buyer would provide such public records, at a cost that does not exceed that provided by law; ensure that public records that are exempt, or confidential and exempt, from public records are not disclosed, except as authorized by law for the duration of the contract term and following completion of the contract if Seller does not transfer the records to Buyer; comply with all requirements for retaining public records and transfer, at no cost to Buyer, all public records in Seller's possession upon termination of this LPO; and destroy any duplicate public records which are exempt, or confidential and exempt, from public records disclosure requirements in accordance with §119.0701, Fla. Stats. (2015). If Seller keeps and maintains public records upon completion of the LPO, Seller shall meet all applicable requirements for retaining public records. All records stored electronically will be provided to Buyer, upon request, in a format that is compatible with the information technology systems of Buyer.

**IF SELLER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SELLER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS LPO, SELLER SHOULD CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT Gadsden County Public Schools, Dr. Pink Hightower, 850-627-9651, 35 Martin Luther King Jr. Blvd. Quincy, Florida 32351, [hightowerp@gcpsmail.com](mailto:hightowerp@gcpsmail.com).**

**BUYER:** Gadsden County School Board

By: \_\_\_\_\_  
(Authorized Signature)

Name: **Roger P. Milton**  
Title: Superintendent

Date: \_\_\_\_\_

**SELLER:** DES of Florida, LLC

By:  \_\_\_\_\_  
Authorized Signature

Name: **Roy F. DeCastro**  
Title: Managing Partner

Date: 12/06/2017

By: \_\_\_\_\_  
(Authorized Signature)

Name: **Steve Scott**  
Title: Chairman

Date: \_\_\_\_\_

# SUMMARY SHEET

## RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 9a

Date of School Board Meeting: December 12, 2017

TITLE OF AGENDA ITEM: Lawn Care Equipment Quotes – District Employment

DIVISION: Department of Facilities

(Example: Secondary Education, Property Records, etc.)

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

PURPOSE AND SUMMARY OF ITEM: Notification to the School Board of quotes received to purchase all necessary equipment to move forward with providing lawn care services to the District through employment.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Bill Hunter

POSITION: Director of Facilities

### 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 \_\_\_\_\_

Be sure that the COMPTROLLER has signed the budget page.

2017 DEC - 1 AM 9: 21  
SCHOOL BOARD  
OFFICE OF THE SUPERINTENDENT  
ADMINISTRATIVE SERVICES

## Quotes for Grounds Maintenance

Description	Company	Quoted Price	Quantity	Total
2017 Ford Super Duty F-350 Crew Cab with Hitch Option	State Contract - Duval Ford LLC	\$ 28,047.00	1	\$ 28,047.00
Enclosed Trailer (8.5 X 24)	Lee Trailer Sales, Tallahassee, FL	\$ 5,395.00	1	\$ 5,395.00
	Tropical Trailer, Marianna, FL	\$ 4,128.00	1	\$ 4,128.00
	Southern Bell, Tallahassee, FL	\$ -	0	\$ -
Zero-Turn Mower	State Contract - Ag-Pro, Tallahassee, FL	\$ 9,811.01	3	\$ 29,433.03
60 In. Side Discharge Mower Deck		\$ 213.30	3	\$ 639.90
Fully Adjustable Suspension Seat with armrests		\$ 391.05	3	\$ 1,173.15
Ztrack Canopy		\$ 449.65	3	\$ 1,348.95
Pro Hedge Trimmer	State Contract - Robinson Outdoors, Inc.	\$ 503.96	3	\$ 1,511.88
Professional Trimmer		\$ 403.16	3	\$ 1,209.48
Straight Shaft Edger		\$ 335.96	3	\$ 1,007.88
Backpack Blower		\$ 277.16	3	\$ 831.48
Pole Saw (Telescope)		\$ 503.96	3	\$ 1,511.88
7 x 14 Dump Trailer	Lee Trailer Sales, Tallahassee, FL	\$ 9,218.13	1	\$ 9,218.13
	Tropical Trailer, Marianna, FL	\$ 7,300.00	1	\$ 7,300.00
	Southern Bell, Tallahassee, FL	\$ -	0	\$ -
<b>TOTAL</b>				<b>\$ 72,109.63</b>

# SUMMARY SHEET

## RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 9b

Date of School Board Meeting: December 12, 2017

TITLE OF AGENDA ITEM: Roof Repair (Building 3A) – James A. Shanks Middle

DIVISION: Department of Facilities  
(Example: Secondary Education, Property Records, etc.)

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

PURPOSE AND SUMMARY OF ITEM: School Board approval to accept the best quote received for the roof repair. Five companies were requested to submit quotes regarding the work and The Garland Company, Inc. provided the best quote for the repair.

FUND SOURCE: 110

AMOUNT: \$29,443.00

PREPARED BY: Bill Hunter

POSITION: Director of Facilities

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### 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 \_\_\_\_\_

Be sure that the COMPTROLLER has signed the budget page.

2017 DEC -1 AM 9:25  
SCHOOL BOARD AGENDA



# THE GARLAND COMPANY, INC.

HIGH-PERFORMANCE BUILDING ENVELOPE SOLUTIONS

3300 East 91st Street • Cleveland, Ohio 44105-2197  
Phone: (216) 641-7500 • Fax: (216) 641-0635  
Nationwide: 1-800-321-9336  
[www.garlandco.com](http://www.garlandco.com)

Gadsden County Schools  
Shanks Middle School Roof Restoration  
11/7/17

Daniel L. Hammond  
Phone: 650-274-9004  
E-mail: [dhammond@garlandco.com](mailto:dhammond@garlandco.com)

## Scope of Work

10600 sq. ft

### Energizer Restoration System Scope Quick Summary

1. Repair any wet determined via thermal scan
2. Prep surface thoroughly broom surface followed by blowing all loose dirt and debris
  - a. Power washing is not recommended for this job
  - b. Tape test will determine if surface prep is completed
3. Prime surface with fast drying Garla-Prime
4. Blow surface off again prior to starting the Energizer application
  - a. Application can be brush, squeegee, or spray
  - b. 1st coat should be 3-3.5 gal/sq
5. Application of mineral
  - a. Mineral broadcast or blow-in should occur while top coat is still wet
6. Inspect final project paying special attention to the perimeter edges for full coverage.
7. Touch up any areas as needed.

### Field Flashing Repair Energizer System

1. Remove all dirt dust and debris
2. Prime with Garla Prime once primer is tack free
3. Torch down over existing flashing of field penetrations Stress Ply IV cap sheet

### Contractor

Parker Brothers Roofing has agreed to perform the above scope of work at the rate of:  
\$ 14,497.00





since 1995

# THE GARLAND COMPANY, INC.

HIGH-PERFORMANCE BUILDING ENVELOPE SOLUTIONS

3800 East 9<sup>th</sup> Street • Cleveland, Ohio 44106-2197  
Phone: (216) 641-7500 • Fax: (216) 641-0633  
Nationally: 1-800-321-9336  
[www.garlandco.com](http://www.garlandco.com)

Gadsden County Schools  
Shanks Middle School Roof Restoration  
11/1/17

Daniel L. Hammond  
Phone: 850-274-9054  
E-mail: [dhammond@garlandco.com](mailto:dhammond@garlandco.com)

Energizer K plus FR with Mineral Granular  
\*5 year option

Material Only  
\$1.41/sq foot

Materials Include:

Garla Prime Primer	11- 5 gallons
Energizer K plus FR	75-5 gallons
Granules	34-50 lbs bags
Stress Ply IV Mineral Cap	2 rolls

\$ 1.41  
 x 10,600  


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 \$ 14,946.00

- \*Numbers based on 10,600 square foot of roof surface
- \*14 verticle flashing
- \*Pricing is locked in for 30 days from prepared date
- \* Warranty will require thermal scan to determine areas of wet for repair





104 East Washington St.  
Quincy, FL 32351

Office (850) 281-0257  
Fax (850) 937-2956

*Please read this estimate completely, before signing. If you have any questions, let us know. We look forward to working with you. Cash/Check payments could receive discount.*

*Your Roof... Our Reputation*

# Estimate

Date	Estimate #	Inspected by
11/15/2017	2019814	KS

Contact Information	Job Address
1400 W. King Quincy, FL 32351	1400 W. King Quincy, FL 32351

Materials & Services:	Total
Clean	2,500.00
+ Sweep/Vacuum	
+ Pressure Wash **PW may cause leaking due to high pressure. will use minimum pressure as possible	
Prep	3,000.00
+ Apply trowel grade around penetrations and badly damaged areas	
Coat	23,000.00
+ Apply to entire surface as per manufactures specifications	
**Will need access to water supply and power supply	

<b>THIS PRICE WILL BE VOIDED IF PEEL-N-STICK UNDERLAYMENT IS PRESENT</b>	<b>Total</b>	\$28,500.00
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Signature \_\_\_\_\_ Date: \_\_\_\_\_

In signing this I understand and accept the following:  
 1. Unless specified ABOVE wood repairs replacements are NOT INCLUDED  
 2. Additional cost for wood replacement is \$ \_\_\_\_\_ /LF of plank decking \$ \_\_\_\_\_ /sht of 1/2" sheathing \$ \_\_\_\_\_ sht of 3/4" sheathing  
 3. Materials will be as specified above.

HABER REMODELING LLC

1620 PAT THOMAS PKWY  
 QUINCY, FL 32351

# Estimate

Date	Estimate #
10/11/2017	10

Name / Address
GCSB-Bill Hunter SCHOOL BOARD ADMIN 35 MARTIN LUTHER KING QUINCY, FL 32351

Project

Description	Qty	Rate	Total
Job : Shanks Middle School - Flat Roof Sealant / Waterproof Coating			
Entire Roof Cover			
116 SQ Flat Roof - Gaco Roof Sealant Labor	116	375.00	43,500.00
116 SQ - Gaco Sealant Materials	116	175.00	20,300.00
TOTAL FOR ENTIRE ROOF SEALANT \$40,600.			
		<b>Total</b>	\$63,800.00





## **ROOFING PROPOSAL**

**Parker Brothers Roofing & Construction, Inc.**

[www.parkerbrothersroofing.net](http://www.parkerbrothersroofing.net)

P.O. Box 6388; Tallahassee, FL 32314

Main Office: (850) 656-8112 // Fax: (850) 656-8108

Florida License #CCC049350—Certified Roofing Contractor

Florida License #CGC042221—Certified General Contractor

**FULLY LICENSED AND INSURED**

Customer Name: Shanks Middle School  
Customer Address: 1400 West King St  
Quincy FL 32351  
Customer Phone: (850) 508-8924  
Customer Email: [hunterw@qcpsmail.com](mailto:hunterw@qcpsmail.com)

Date: 10-30-2017

### **ROOFING OPTIONS TO INCLUDE: Bldg 3**

#### **ROOF RECOVERY SYSTEM (ROOF COATING):**

- Clean and prep existing roof surface;
- Seal all roof seams and penetrations per manufacturers instructions;
- Install ER Systems roof coating at proper mill rate to evenly coat the roof system;
- Provide customer with a **10yr Material/2year Labor Warranty**;
- Owner to provide access to power and water;

**\$ 237,600**

*A 40% deposit is required prior to commencement of work*  
This proposal is valid for up to thirty (30) days after signed date.  
Parker Brothers Roofing contract takes precedence over this proposal.

Leo Stewart Jr.  
Authorized Seller

10-30-2017  
Date

Accepted By: \_\_\_\_\_ Print: \_\_\_\_\_  
Date: \_\_\_\_\_



Angela Roberts <robertsa@gcpsmail.com>

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**school roof**

1 message

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**Clay@blackfootroofing.com** <Clay@blackfootroofing.com>

Wed, Oct 18, 2017 at 3:24 PM

Reply-To: Clay@blackfootroofing.com

To: robertsa@gcpsmail.com

Angie

Thank you for the invitation to bid the work for Gadsden county schools on king street. Unfortunately we are not able to take on a job of this size and scope of work with out crew.

Thanks  
Clay Bozeman

# SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA



AGENDA ITEM NO. 9c

Date of School Board Meeting: December 12, 2017

TITLE OF AGENDA ITEM: Annual Fire & Safety Inspections

DIVISION: Department of Facilities

(Example: Secondary Education, Property Records, etc.)

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

PURPOSE AND SUMMARY OF ITEM: School Board notification that the inspector from AG&B will be on site in January conducting the Annual Fire & Safety Inspections and a final report will be presented to the board once completed. All principals have been notified of the on-site visits.

FUND SOURCE: 110

AMOUNT: \$9,889.83

PREPARED BY: Bill Hunter

POSITION: Director of Facilities

## 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 \_\_\_\_\_

Be sure that the COMPTROLLER has signed the budget page.

2017 DEC -1 AM 9:21  
OFFICE OF THE SUPERINTENDENT  
SCHOOL BOARD AGENDA

# A G & B SAFETY INSPECTORS



National and State Certified  
Fire Safety Inspectors

Ronald Hobbs,  
President

588 NW Harris Lake Dr  
Lake City, Florida 32055

Phone: (386) 397-5191  
Email:

## TAX ID # 20-3246881 PROPOSAL Gadsden County Schools

November 16, 2017

Gadsden County Schools  
Attn: Mr. Bill Hunter  
Director of Facilities  
35 Martin Luther King, Jr. Blvd.  
Quincy, Florida 32351

Re: Risk Management/Property Casualty  
Fire and Safety Inspections for Gadsden County

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Fire and Safety Inspection Services for  
Gadsden County facilities, (to be completed in January 2018, week  
of January 8-12, 2018)

1,171,229 square feet x .008	\$ 9,369.83
Safety Reports for Educational Facilities Gadsden County (13 reports) x \$25. Per report	\$ 325.00
Safety Reports entered on State Fire Marshal Site (13 reports) x \$15. Per report	\$ 195.00

### TOTAL AMOUNT OF PROPOSAL

**\$ 9,889.83**

Ronald Hobbs  
Ronald Hobbs, Inspector No. 174939

# SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 9d



Date of School Board Meeting: December 12, 2017

TITLE OF AGENDA ITEM: Five Year Work Plan – Department of Education

DIVISION: Department of Facilities

(Example: Secondary Education, Property Records, etc.)

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

PURPOSE AND SUMMARY OF ITEM: School Board notification of the Five Year District Facilities Work Plan (a copy will be forwarded to Department of Education).

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Bill Hunter

POSITION: Director of Facilities

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### 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 \_\_\_\_\_

Be sure that the COMPTROLLER has signed the budget page.

2017-DEC-11 AM 9:21  
MARSHALL SCHOOL BOARD  
OFFICE OF THE ASSISTANT  
SUPERINTENDENT

**INTRODUCTION**

The 5-Year District Facilities Work Program is a very important document. The Department of Education, Legislature, Governor's Office, Division of Community Planning (growth management), local governments, and others use the work program information for various needs including funding, planning, and as the authoritative source for school facilities related information.

The district's facilities work program must be a complete, balanced capital outlay plan that is financially feasible. The first year of the work program is the districts capital outlay budget. To determine if the work program is balanced and financially feasible, the "Net Available Revenue" minus the "Funded Projects Costs" should sum to zero for "Remaining Funds".

If the "Remaining Funds" balance is zero, then the plan is both balanced and financially feasible.  
 If the "Remaining Funds" balance is negative, then the plan is neither balanced nor feasible.  
 If the "Remaining Funds" balance is greater than zero, the plan may be feasible, but it is not balanced.

**Summary of revenue/expenditures available for new construction and remodeling projects only.**

	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Five Year Total
Total Revenues	\$1,819,288	\$876,042	\$6,821,082	\$6,821,082	\$6,821,082	\$23,158,576
Total Project Costs	\$187,893	\$0	\$0	\$0	\$0	\$187,893
Difference (Remaining Funds)	\$1,631,395	\$876,042	\$6,821,082	\$6,821,082	\$6,821,082	\$22,970,683

**District** GADSDEN COUNTY SCHOOL DISTRICT  
**Fiscal Year Range**

**CERTIFICATION**

By submitting this electronic document, we certify that all information provided in this 5-year district facilities work program is accurate, all capital outlay resources are fully reported, and the expenditures planned represent a complete and balanced capital outlay plan for the district. The district Superintendent of Schools, Chief Financial Officer, and the School Board have approved the information contained in this 5-year district facilities work program; they certify to the Department of Education, Office of Educational Facilities, that the information contained herein is correct and accurate; they also certify that the plan has been developed in coordination with the general purpose local governments as required by §1013.35(2) F.S. We understand that any information contained in this 5-year district facilities work program is subject to audit by the Auditor General of the State of Florida.

**Date of School Board Adoption**  
**Work Plan Submittal Date**  
**DISTRICT SUPERINTENDENT**  
**CHIEF FINANCIAL OFFICER**  
**DISTRICT POINT-OF-CONTACT PERSON**  
**JOB TITLE**  
**PHONE NUMBER**  
**E-MAIL ADDRESS**

# Expenditures

## Expenditure for Maintenance, Repair and Renovation from 1.50-Mills and PECO

Annually, prior to the adoption of the district school budget, each school board must prepare a tentative district facilities work program that includes a schedule of major repair and renovation projects necessary to maintain the educational and ancillary facilities of the district.

Item	2017 - 2018 Actual Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total
HVAC	\$251,171	\$341,682	\$5,000	\$96,834	\$202,109	\$896,796
Locations:	GADSDEN COUNTY HIGH SCHOOL					
Flooring	\$10,000	\$10,000	\$5,000	\$10,000	\$10,000	\$45,000
Locations:	GEORGE W MUNROE ELEMENTARY, JAMES A SHANKS MIDDLE SCHOOL					
Roofing	\$28,000	\$75,000	\$0	\$0	\$0	\$103,000
Locations:	JAMES A SHANKS MIDDLE SCHOOL					
Safety to Life	\$5,000	\$5,000	\$5,000	\$10,000	\$10,000	\$35,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Fencing	\$0	\$0	\$0	\$0	\$0	\$0
Locations:	No Locations for this expenditure.					
Parking	\$0	\$0	\$0	\$0	\$0	\$0
Locations:	No Locations for this expenditure.					
Electrical	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$35,000
Locations:	GADSDEN ELEMENTARY MAGNET SCHOOL					
Fire Alarm	\$10,000	\$10,000	\$5,000	\$1,000	\$1,000	\$27,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Telephone/Intercom System	\$0	\$0	\$0	\$0	\$0	\$0
Locations:	No Locations for this expenditure.					
Closed Circuit Television	\$0	\$0	\$0	\$0	\$0	\$0
Locations:	No Locations for this expenditure.					
Paint	\$10,000	\$20,000	\$5,000	\$5,000	\$5,000	\$45,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), JAMES A SHANKS MIDDLE SCHOOL					
Maintenance/Repair	\$83,503	\$506,373	\$33,612	\$33,902	\$33,902	\$691,292
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
<b>Sub Total:</b>	<b>\$407,674</b>	<b>\$978,055</b>	<b>\$63,612</b>	<b>\$161,736</b>	<b>\$267,011</b>	<b>\$1,878,088</b>

PECO Maintenance Expenditures	\$182,654	\$182,654	\$182,654	\$182,654	\$182,654	\$913,270
<b>1.50 Mill Sub Total:</b>	<b>\$225,020</b>	<b>\$795,401</b>	<b>\$1,049,433</b>	<b>\$1,147,557</b>	<b>\$1,252,832</b>	<b>\$4,470,243</b>

Other Items	2017 - 2018 Actual Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total
Special Facilities fund payment	\$0	\$0	\$1,168,475	\$1,168,475	\$1,168,475	\$3,505,425
Locations	STEWART STREET ELEMENTARY					
<b>Total:</b>	<b>\$407,674</b>	<b>\$978,055</b>	<b>\$1,232,087</b>	<b>\$1,330,211</b>	<b>\$1,435,486</b>	<b>\$5,383,513</b>

**Local 1.50 Mill Expenditure For Maintenance, Repair and Renovation**

Anticipated expenditures expected from local funding sources over the years covered by the current work plan.

Item	2017 - 2018 Actual Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total
Remaining Maint and Repair from 1.5 Mills	\$225,020	\$795,401	\$1,049,433	\$1,147,557	\$1,252,832	\$4,470,243
Maintenance/Repair Salaries	\$691,047	\$691,047	\$691,047	\$691,047	\$691,047	\$3,455,235
School Bus Purchases	\$222,281	\$222,281	\$222,281	\$222,281	\$222,281	\$1,111,405
Other Vehicle Purchases	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Rent/Lease Payments	\$0	\$0	\$0	\$0	\$0	\$0
COP Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
Rent/Lease Relocatables	\$0	\$0	\$0	\$0	\$0	\$0
Environmental Problems	\$0	\$0	\$0	\$0	\$0	\$0
s.1011.14 Debt Service	\$371,723	\$185,861	\$0	\$0	\$0	\$557,584
Special Facilities Construction Account	\$0	\$0	\$0	\$0	\$0	\$0
Premiums for Property Casualty Insurance - 1011.71 (4a,b)	\$336,816	\$336,816	\$336,816	\$336,816	\$336,816	\$1,684,080
Qualified School Construction Bonds (QSCB)	\$0	\$0	\$0	\$0	\$0	\$0
Qualified Zone Academy Bonds (QZAB)	\$0	\$0	\$0	\$0	\$0	\$0
Skyward	\$100,000	\$60,000	\$60,000	\$60,000	\$60,000	\$340,000
New Buses	\$260,000	\$0	\$0	\$0	\$0	\$260,000
<b>Local Expenditure Totals:</b>	<b>\$2,206,887</b>	<b>\$2,291,406</b>	<b>\$2,359,577</b>	<b>\$2,457,701</b>	<b>\$2,562,976</b>	<b>\$11,878,547</b>

**Revenue**

**1.50 Mill Revenue Source**

Schedule of Estimated Capital Outlay Revenue from each currently approved source which is estimated to be available for expenditures on the projects included in the tentative district facilities work program. All amounts are NET after considering carryover balances, interest earned, new COP's, 1011.14 and 1011.15 loans, etc. Districts cannot use 1.5-Mill funds for salaries except for those explicitly associated with maintenance/repair projects. (1011.71 (5), F.S.)



Item	Fund	2017 - 2018 Actual Value	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total
(1) Non-exempt property assessed valuation		\$1,532,560,397	\$1,591,253,908	\$1,638,595,337	\$1,706,736,594	\$1,779,844,246	\$8,248,990,482
(2) The Millege projected for discretionary capital outlay per s.1011.71		1.50	1.50	1.50	1.50	1.50	
(3) Full value of the 1.50-Mill discretionary capital outlay per s.1011.71		\$2,574,701	\$2,673,307	\$2,752,840	\$2,867,317	\$2,990,138	\$13,858,303
(4) Value of the portion of the 1.50 -Mill ACTUALLY levied	370	\$2,206,887	\$2,291,406	\$2,359,577	\$2,457,701	\$2,562,976	\$11,878,547
(5) Difference of lines (3) and (4)		\$367,814	\$381,901	\$393,263	\$409,616	\$427,162	\$1,979,756

**PECO Revenue Source**

The figure in the row designated "PECO Maintenance" will be subtracted from funds available for new construction because PECO maintenance dollars cannot be used for new construction.

Item	Fund	2017 - 2018 Actual Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total
PECO New Construction	340	\$0	\$0	\$0	\$0	\$0	\$0
PECO Maintenance Expenditures		\$182,654	\$182,654	\$182,654	\$182,654	\$182,654	\$913,270
		<b>\$182,654</b>	<b>\$182,654</b>	<b>\$182,654</b>	<b>\$182,654</b>	<b>\$182,654</b>	<b>\$913,270</b>

**CO & DS Revenue Source**

Revenue from Capital Outlay and Debt Service funds.

Item	Fund	2017 - 2018 Actual Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total
CO & DS Cash Flow-through Distributed	360	\$73,411	\$73,411	\$73,411	\$73,411	\$73,411	\$367,055
CO & DS Interest on Undistributed CO	360	\$2,631	\$2,631	\$2,631	\$2,631	\$2,631	\$13,155
		<b>\$76,042</b>	<b>\$76,042</b>	<b>\$76,042</b>	<b>\$76,042</b>	<b>\$76,042</b>	<b>\$380,210</b>

**Fair Share Revenue Source**

All legally binding commitments for proportionate fair-share mitigation for impacts on public school facilities must be included in the 5-year district work program.

Nothing reported for this section.

**Sales Surtax Referendum**

Specific information about any referendum for a 1-cent or ½-cent surtax referendum during the previous year.

Did the school district hold a surtax referendum during the past fiscal year 2016 - 2017? No

**Additional Revenue Source**

Any additional revenue sources

Item	2017 - 2018 Actual Value	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total
Proceeds from Voted Capital Improvements millage	\$0	\$0	\$0	\$0	\$0	\$0
Other Revenue for Other Capital Projects	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from 1/2 cent sales surtax authorized by school board	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from local governmental infrastructure sales surtax	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from Certificates of Participation (COP's) Sale	\$0	\$0	\$0	\$0	\$0	\$0
Classrooms First Bond proceeds amount authorized in FY 1997-98	\$0	\$0	\$0	\$0	\$0	\$0
Classrooms for Kids	\$0	\$0	\$0	\$0	\$0	\$0
District Equity Recognition	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0
Proportionate share mitigation (actual cash revenue only, not in kind donations)	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees received	\$0	\$0	\$0	\$0	\$0	\$0
Private donations	\$0	\$0	\$0	\$0	\$0	\$0
Grants from local governments or not-for-profit organizations	\$0	\$0	\$0	\$0	\$0	\$0
Interest, Including Profit On Investment	\$0	\$0	\$0	\$0	\$0	\$0
Revenue from Bonds pledging proceeds from 1 cent or 1/2 cent Sales Surtax	\$0	\$0	\$0	\$0	\$0	\$0
Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0

General Capital Outlay Obligated Fund Balance Carried Forward From Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0
Special Facilities Construction Account	\$0	\$0	\$5,945,040	\$5,945,040	\$5,945,040	\$17,835,120
One Cent - 1/2 Cent Sales Surtax Debt Service From Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay Projects Funds Balance Carried Forward From Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from a s.1011.14/15 F.S. Loans	\$0	\$0	\$0	\$0	\$0	\$0
District Bonds - Voted local bond referendum proceeds per s.9, Art VII State Constitution	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from Special Act Bonds	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Revenue from CO & DS Bond Sale	\$0	\$0	\$0	\$0	\$0	\$0
CO & DS balance	\$467,906	\$0	\$0	\$0	\$0	\$467,906
370 Balance	\$475,340	\$0	\$0	\$0	\$0	\$475,340
General Fund 110	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,000,000
<b>Subtotal</b>	<b>\$1,743,246</b>	<b>\$800,000</b>	<b>\$6,745,040</b>	<b>\$6,745,040</b>	<b>\$6,745,040</b>	<b>\$22,778,366</b>

**Total Revenue Summary**

Item Name	2017 - 2018 Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Five Year Total
Local 1.5 Mill Discretionary Capital Outlay Revenue	\$2,206,887	\$2,291,406	\$2,359,577	\$2,457,701	\$2,562,976	\$11,878,547
PECO and 1.5 Mill Maint and Other 1.5 Mill Expenditures	(\$2,206,887)	(\$2,291,406)	(\$2,359,577)	(\$2,457,701)	(\$2,562,976)	(\$11,878,547)
PECO Maintenance Revenue	\$182,654	\$182,654	\$182,654	\$182,654	\$182,654	\$913,270
<b>Available 1.50 Mill for New Construction</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Item Name	2017 - 2018 Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Five Year Total
CO & DS Revenue	\$76,042	\$76,042	\$76,042	\$76,042	\$76,042	\$380,210
PECO New Construction Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Other/Additional Revenue	\$1,743,246	\$800,000	\$6,745,040	\$6,745,040	\$6,745,040	\$22,778,366
<b>Total Additional Revenue</b>	<b>\$1,819,288</b>	<b>\$876,042</b>	<b>\$6,821,082</b>	<b>\$6,821,082</b>	<b>\$6,821,082</b>	<b>\$23,158,576</b>
<b>Total Available Revenue</b>	<b>\$1,819,288</b>	<b>\$876,042</b>	<b>\$6,821,082</b>	<b>\$6,821,082</b>	<b>\$6,821,082</b>	<b>\$23,158,576</b>

## Project Schedules

### Capacity Project Schedules

A schedule of capital outlay projects necessary to ensure the availability of satisfactory classrooms for the projected student enrollment in K-12 programs.

Nothing reported for this section.

Nothing reported for this section.

### Other Project Schedules

Major renovations, remodeling, and additions of capital outlay projects that do not add capacity to schools.

Project Description	Location	2017 - 2018 Actual Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total	Funded
Bldg. No. 11 Renovation paint, HVAC	HAVANA PK-08 SCHOOL	\$0	\$0	\$0	\$235,048	\$0	\$235,048	No
Bldg. No. 6 Renovation paint, doors HVAC	GREENSBORO ELEMENTARY SCHOOL (NEW)	\$0	\$0	\$0	\$0	\$348,482	\$348,482	No
Chiller No. 2 Replacement	GADSDEN COUNTY HIGH SCHOOL	\$0	\$0	\$0	\$0	\$159,135	\$159,135	No
Bldg. No. 2 Renovation paint, flooring, HVAC	HAVANA PK-08 SCHOOL	\$0	\$0	\$0	\$0	\$64,210	\$64,210	No
Bldg. No. 7 Renovation paint, flooring HVAC	HAVANA PK-08 SCHOOL	\$0	\$0	\$0	\$0	\$78,162	\$78,162	No
Cooling tower replacement	HAVANA PK-08 SCHOOL	\$60,000	\$0	\$0	\$0	\$0	\$60,000	No
Bldg. 8 Renovation, paint, flooring, HVAC	HAVANA PK-08 SCHOOL	\$0	\$80,540	\$0	\$0	\$0	\$80,540	No
1/2 Bldg. 2 Renovation, new doors, paint, HVAC as needed	GREENSBORO ELEMENTARY SCHOOL (NEW)	\$0	\$155,506	\$0	\$0	\$0	\$155,506	No
Bldg. 4 renovation, doors paint HVAC	GREENSBORO ELEMENTARY SCHOOL (NEW)	\$0	\$105,636	\$0	\$0	\$0	\$105,636	No
Chiller No. 1 replacement	GADSDEN COUNTY HIGH SCHOOL	\$146,722	\$0	\$0	\$0	\$0	\$146,722	Yes
Chiller No. 2 Repair	GADSDEN COUNTY HIGH SCHOOL	\$41,171	\$0	\$0	\$0	\$0	\$41,171	Yes

Chiller No. 3 replacement	GADSDEN COUNTY HIGH SCHOOL	\$0	\$0	\$154,500	\$0	\$0	\$154,500	No
Bldg. No. 1 Renovation paint, flooring, HVAC	HAVANA PK-08 SCHOOL	\$0	\$0	\$156,944	\$0	\$0	\$156,944	No
Bldg. No. 10 Renovation paint, flooring, HVAC	HAVANA PK-08 SCHOOL	\$0	\$0	\$81,296	\$0	\$0	\$81,296	No
Bldg. No. 12 Renovation paint, flooring, HVAC	HAVANA PK-08 SCHOOL	\$0	\$0	\$159,416	\$0	\$0	\$159,416	No
Bldg. No. 9 Renovation paint, flooring, HVAC	HAVANA PK-08 SCHOOL	\$0	\$0	\$0	\$81,626	\$0	\$81,626	No
Bldg. No. 3 Renovation paint, doors HVAC	GREENSBORO ELEMENTARY SCHOOL (NEW)	\$0	\$0	\$0	\$192,028	\$0	\$192,028	No
		<b>\$247,893</b>	<b>\$341,682</b>	<b>\$552,156</b>	<b>\$508,702</b>	<b>\$649,989</b>	<b>\$2,300,422</b>	

**Additional Project Schedules**

Any projects that are not identified in the last approved educational plant survey.

Project Description	Location	Num Classrooms	2017 - 2018 Actual Budget	2018 - 2019 Projected	2019 - 2020 Projected	2020 - 2021 Projected	2021 - 2022 Projected	Total	Funded
New K-8 school	STEWART STREET ELEMENTARY	0	\$0	\$0	\$5,945,040	\$5,945,040	\$5,945,040	\$17,835,120	No
		<b>0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,945,040</b>	<b>\$5,945,040</b>	<b>\$5,945,040</b>	<b>\$17,835,120</b>	

**Non Funded Growth Management Project Schedules**

Schedule indicating which projects, due to planned development, that CANNOT be funded from current revenues projected over the next five years.

Nothing reported for this section.

**Tracking**

**Capacity Tracking**

Location	2017 - 2018 Satis. Stu. Sta.	Actual 2017 - 2018 FISH Capacity	Actual 2016 - 2017 COFTE	# Class Rooms	Actual Average 2017 - 2018 Class Size	Actual 2017 - 2018 Utilization	New Stu. Capacity	New Rooms to be Added/Removed	Projected 2021 - 2022 COFTE	Projected 2021 - 2022 Utilization	Projected 2021 - 2022 Class Size
GEORGE W MUNROE ELEMENTARY	681	681	471	37	13	69.00 %	0	0	300	44.00 %	8
GREENSBORO ELEMENTARY SCHOOL (NEW)	371	371	303	19	16	82.00 %	0	0	300	81.00 %	16

GADSDEN ELEMENTARY MAGNET SCHOOL	270	243	142	15	9	58.00 %	-270	-15	0	0.00 %	0
CHATTAHOOCHEE ELEMENTARY	409	409	154	21	7	38.00 %	0	0	70	17.00 %	3
GRETNA ELEMENTARY	433	433	224	23	10	52.00 %	-433	-23	0	0.00 %	0
SAINT JOHNS ELEMENTARY	443	443	201	24	8	45.00 %	-443	-24	0	0.00 %	0
STEWART STREET ELEMENTARY	665	665	655	35	19	98.00 %	0	0	600	90.00 %	17
JAMES A SHANKS MIDDLE SCHOOL	1,042	937	448	45	10	48.00 %	0	0	640	68.00 %	14
CARTER-PARRAMORE ALTERNATIVE SCHOOL	958	958	283	43	7	30.00 %	-958	-43	0	0.00 %	0
HAVANA PK-08 SCHOOL	881	792	554	42	13	70.00 %	0	0	547	69.00 %	13
GADSDEN COUNTY HIGH SCHOOL	1,555	1,477	744	65	11	50.00 %	0	0	1,035	70.00 %	16
GADSDEN TECHNICAL INSTITUTE	252	252	17	15	1	7.00 %	0	0	10	4.00 %	1
WEST GADSDEN MIDDLE SCHOOL	757	681	507	32	16	74.00 %	0	0	350	51.00 %	11
	<b>8,717</b>	<b>8,342</b>	<b>4,701</b>	<b>416</b>	<b>11</b>	<b>56.36 %</b>	<b>-2,104</b>	<b>-105</b>	<b>3,852</b>	<b>61.75 %</b>	<b>12</b>

The COFTE Projected Total (3,852) for 2021 - 2022 must match the Official Forecasted COFTE Total (3,852) for 2021 - 2022 before this section can be completed. In the event that the COFTE Projected Total does not match the Official forecasted COFTE, then the Balanced Projected COFTE Table should be used to balance COFTE.

Projected COFTE for 2021 - 2022	
Elementary (PK-3)	1,355
Middle (4-8)	1,462
High (9-12)	1,035
	<b>3,852</b>

Grade Level Type	Balanced Projected COFTE for 2021 - 2022
Elementary (PK-3)	0
Middle (4-8)	0
High (9-12)	0
	<b>3,852</b>

**Relocatable Replacement**

Number of relocatable classrooms clearly identified and scheduled for replacement in the school board adopted financially feasible 5-year district work program.

Location	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	Year 5 Total
<b>Total Relocatable Replacements:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Charter Schools Tracking**

Information regarding the use of charter schools.

Location-Type	# Relocatable units or permanent classrooms	Owner	Year Started or Scheduled	Student Stations	Students Enrolled	Years in Contract	Total Charter Students projected for 2021 - 2022
Crossroad Academy Charter School of Business	24	SCHOOL BOARD	1998	444	524	15	500
	<b>24</b>			<b>444</b>	<b>524</b>		<b>500</b>

**Special Purpose Classrooms Tracking**

The number of classrooms that will be used for certain special purposes in the current year, by facility and type of classroom, that the district will, 1), not use for educational purposes, and 2), the co-teaching classrooms that are not open plan classrooms and will be used for educational purposes.

School	School Type	# of Elementary K-3 Classrooms	# of Middle 4-8 Classrooms	# of High 9-12 Classrooms	# of ESE Classrooms	# of Combo Classrooms	Total Classrooms
SAINT JOHNS ELEMENTARY	Educational	13	8	0	0	0	21
GRETNA ELEMENTARY	Educational	14	8	0	0	0	22
<b>Total Educational Classrooms:</b>		<b>27</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>43</b>

School	School Type	# of Elementary K-3 Classrooms	# of Middle 4-8 Classrooms	# of High 9-12 Classrooms	# of ESE Classrooms	# of Combo Classrooms	Total Classrooms
<b>Total Co-Teaching Classrooms:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Infrastructure Tracking**

Necessary offsite infrastructure requirements resulting from expansions or new schools. This section should include infrastructure information related to capacity project schedules and other project schedules (Section 4).

All new schools are on existing sites with infrastructure already in place.

Proposed location of planned facilities, whether those locations are consistent with the comprehensive plans of all affected local governments, and recommendations for infrastructure and other improvements to land adjacent to existing facilities. Provisions of 1013.33(12), (13) and (14) and 1013.36 must be addressed for new facilities planned within the 1st three years of the plan (Section 5).

All new schools are on existing sites with minimum impact to comp plan. Will be going to county for review early 2018

Consistent with Comp Plan? Yes

**Net New Classrooms**

The number of classrooms, by grade level and type of construction, that were added during the last fiscal year.

List the net new classrooms added in the 2016 - 2017 fiscal year.					List the net new classrooms to be added in the 2017 - 2018 fiscal year.			
"Classrooms" is defined as capacity carrying classrooms that are added to increase capacity to enable the district to meet the Class Size Amendment.					Totals for fiscal year 2017 - 2018 should match totals in Section 15A.			
Location	2016 - 2017 # Permanent	2016 - 2017 # Modular	2016 - 2017 # Relocatable	2016 - 2017 Total	2017 - 2018 # Permanent	2017 - 2018 # Modular	2017 - 2018 # Relocatable	2017 - 2018 Total
Elementary (PK-3)	0	0	0	0	0	0	0	0

Middle (4-8)	0	0	0	0	0	0	0	0
High (9-12)	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0

**Relocatable Student Stations**

Number of students that will be educated in relocatable units, by school, in the current year, and the projected number of students for each of the years in the workplan.

Site	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	5 Year Average
STEWART STREET ELEMENTARY	0	100	0	0	0	20
JAMES A SHANKS MIDDLE SCHOOL	0	22	0	0	0	4
CARTER-PARRAMORE ALTERNATIVE SCHOOL	0	0	0	0	0	0
HAVANA PK-08 SCHOOL	0	0	0	0	0	0
SAINT JOHNS ELEMENTARY	10	0	0	0	0	2
GADSDEN ELEMENTARY MAGNET SCHOOL	0	0	0	0	0	0
CHATTAHOOCHEE ELEMENTARY	0	0	0	0	0	0
GRETNA ELEMENTARY	0	0	0	0	0	0
GADSDEN TECHNICAL INSTITUTE	19	30	0	0	0	10
WEST GADSDEN MIDDLE SCHOOL	0	0	0	0	0	0
GADSDEN COUNTY HIGH SCHOOL	0	0	0	0	0	0
GEORGE W MUNROE ELEMENTARY	0	196	0	0	0	39
GREENSBORO ELEMENTARY SCHOOL (NEW)	0	142	0	0	0	28

Totals for GADSDEN COUNTY SCHOOL DISTRICT						
Total students in relocatables by year.	29	490	0	0	0	104
Total number of COFTE students projected by year.	4,532	4,381	4,153	3,989	3,852	4,181
Percent in relocatables by year.	1 %	11 %	0 %	0 %	0 %	2 %

**Leased Facilities Tracking**

Existing leased facilities and plans for the acquisition of leased facilities, including the number of classrooms and student stations, as reported in the educational plant survey, that are planned in that location at the end of the five year workplan.

Location	# of Leased Classrooms 2017 - 2018	FISH Student Stations	Owner	# of Leased Classrooms 2021 - 2022	FISH Student Stations
GEORGE W MUNROE ELEMENTARY	0	0		0	0
GADSDEN ELEMENTARY MAGNET SCHOOL	0	0		0	0
WEST GADSDEN MIDDLE SCHOOL	0	0		0	0
CARTER-PARRAMORE ALTERNATIVE SCHOOL	0	0		0	0



HAVANA PK-08 SCHOOL	0	0		0	0
GADSDEN COUNTY HIGH SCHOOL	0	0		0	0
GADSDEN TECHNICAL INSTITUTE	0	0		0	0
GRETNA ELEMENTARY	0	0		0	0
SAINT JOHNS ELEMENTARY	0	0		0	0
STEWART STREET ELEMENTARY	0	0		0	0
JAMES A SHANKS MIDDLE SCHOOL	0	0		0	0
CHATTAHOOCHEE ELEMENTARY	0	0		0	0
GREENSBORO ELEMENTARY SCHOOL (NEW)	0	0		0	0
	0	0		0	0

**Failed Standard Relocatable Tracking**

Relocatable units currently reported by school, from FISH, and the number of relocatable units identified as 'Failed Standards'.

Nothing reported for this section.

**Planning**

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**Class Size Reduction Planning**

Plans approved by the school board that reduce the need for permanent student stations such as acceptable school capacity levels, redistricting, busing, year-round schools, charter schools, magnet schools, public-private partnerships, multitrack scheduling, grade level organization, block scheduling, or other alternatives.

The school board of Gadsden County closed Gretna Elementary school and Saint Johns Elementary school the summer of 2017. The students were moved to existing underutilized schools.

**School Closure Planning**

Plans for the closure of any school, including plans for disposition of the facility or usage of facility space, and anticipated revenues.

The school board is planning to close the Carter Parramore School the summer of 2021 provided Stewart Street school's new construction is approved. Gadsden Elementary Magnet School will relocate to New Stewart Street school in 2021.

**Long Range Planning**

---

**Ten-Year Maintenance**

District projects and locations regarding the projected need for major renovation, repair, and maintenance projects within the district in years 6-10 beyond the projects plans detailed in the five years covered by the work plan.

Project	2021 - 2022 / 2026 - 2027 Projected Cost
Chiller No. 2 replacement	\$159,135
Interior and infrastructure renovations	\$3,452,309
Interior and infrastructure renovations	\$681,024
	<b>\$4,292,468</b>

**Ten-Year Capacity**

Schedule of capital outlay projects projected to ensure the availability of satisfactory student stations for the projected student enrollment in K-12 programs for the future 5 years beyond the 5-year district facilities work program.

Project	Location, Community, Quadrant or other general location	2021 - 2022 / 2026 - 2027 Projected Cost
New K-8 school	Shanks MS school location	\$23,263,200
		<b>\$23,263,200</b>

**Ten-Year Planned Utilization**

Schedule of planned capital outlay projects identifying the standard grade groupings, capacities, and planned utilization rates of future educational facilities of the district for both permanent and relocatable facilities.

Grade Level Projections	FISH Student Stations	Actual 2016 - 2017 FISH Capacity	Actual 2016 - 2017 COFTE	Actual 2016 - 2017 Utilization	Actual 2017 - 2018 / 2026 - 2027 new Student Capacity to be added/removed	Projected 2026 - 2027 COFTE	Projected 2026 - 2027 Utilization
Elementary - District Totals	3,002	3,002	2,006.97	66.86 %	0	1,748	58.23 %
Middle - District Totals	2,950	2,653	1,650.08	62.19 %	0	1,892	71.32 %
High - District Totals	1,555	1,477	744.32	50.37 %	0	1,121	75.90 %
Other - ESE, etc	1,936	1,210	299.93	24.79 %	0	140	11.57 %
	<b>9,443</b>	<b>8,342</b>	<b>4,701.30</b>	<b>56.36 %</b>	<b>0</b>	<b>4,901</b>	<b>58.75 %</b>

**Combination schools are included with the middle schools for student stations, capacity, COFTE and utilization purposes because these facilities all have a 90% utilization factor. Use this space to explain or define the grade groupings for combination schools.**

Carter Parramore is divided 5 elementary/ 42 middle/ 137 high  
 Hope Academy 0 elementary/ 3 middle/ 16 high  
 Central Academy 5 elementary/ 10 middle/ 13 high

**Ten-Year Infrastructure Planning**

**Proposed Location of Planned New, Remodeled, or New Additions to Facilities in 06 thru 10 out years (Section 28).**

In the year 2023 start construct of a new K-8 on the Shanks Middle School site located at 1400 West King Street

**Plans for closure of any school, including plans for disposition of the facility or usage of facility space, and anticipated revenues in the 06 thru 10 out years (Section 29).**

Year 2023, raze Shank middle school in preparation for new K-8  
 Year 2025, relocate students from George W. Monroe E.S. to new K-8 and place site for sale.

**Twenty-Year Maintenance**

District projects and locations regarding the projected need for major renovation, repair, and maintenance projects within the district in years 11-20 beyond the projects plans detailed in the five years covered by the work plan.

Nothing reported for this section.

**Twenty-Year Capacity**

Schedule of capital outlay projects projected to ensure the availability of satisfactory student stations for the projected student enrollment in K-12 programs for the future 11-20 years beyond the 5-year district facilities work program.

Nothing reported for this section.

**Twenty-Year Planned Utilization**

Schedule of planned capital outlay projects identifying the standard grade groupings, capacities, and planned utilization rates of future educational facilities of the district for both permanent and relocatable facilities.

Grade Level Projections	FISH Student Stations	Actual 2016 - 2017 FISH Capacity	Actual 2016 - 2017 COFTE	Actual 2016 - 2017 Utilization	Actual 2017 - 2018 / 2036 - 2037 new Student Capacity to be added/removed	Projected 2036 - 2037 COFTE	Projected 2036 - 2037 Utilization
Elementary - District Totals	3,002	3,002	2,006.97	66.86 %	0	1,748	58.23 %
Middle - District Totals	2,950	2,653	1,650.08	62.19 %	0	1,892	71.32 %
High - District Totals	1,555	1,477	744.32	50.37 %	0	1,121	75.90 %
Other - ESE, etc	1,936	1,210	299.93	24.79 %	0	140	11.57 %
	<b>9,443</b>	<b>8,342</b>	<b>4,701.30</b>	<b>56.36 %</b>	<b>0</b>	<b>4,901</b>	<b>58.75 %</b>

Combination schools are included with the middle schools for student stations, capacity, COFTE and utilization purposes because these facilities all have a 90% utilization factor. Use this space to explain or define the grade groupings for combination schools.

No comments to report.

**Twenty-Year Infrastructure Planning**

**Proposed Location of Planned New, Remodeled, or New Additions to Facilities in 11 thru 20 out years (Section 28).**

Nothing reported for this section.

**Plans for closure of any school, including plans for disposition of the facility or usage of facility space, and anticipated revenues in the 11 thru 20 out years (Section 29).**

Nothing reported for this section.

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

**AGENDA ITEM NO.** 10a

**Date of School Board Meeting:** December 12, 2017

**TITLE OF AGENDA ITEM:** Gadsden Technical Institute

**DIVISION:** Secondary/Adult Education

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

**PURPOSE AND SUMMARY OF ITEM:**

(Type and Double Space)

According to School Board Policy 2340 (Field and Other District-Sponsored Trips), all out-of-state field trips must be approved by the School Board. Gadsden Technical Institute is requesting approval for an out-of-state field trip to Atlanta, Georgia. Please see attached documentation.

**FUND SOURCE:** N/A

**AMOUNT:** N/A

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

**POSITION:** Director of Secondary Education/ Director of Adult, Career and Technical Education

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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 \_\_\_\_\_

2017 DEC -5 PM 4: 26  
MONTGOMERY COUNTY BOARD OF SUPERVISORS

REC 5/17 RCVD  
CRJ

**FORM MUST BE RECEIVED IN DISTRICT OFFICE 2 WEEKS PRIOR TO TRIP**

### FIELD TRIP REQUEST

<b>SCHOOL:</b> Gadsden Technical Institute	<b>CONTACT FOR FIELD TRIP:</b> Mr. Don Gibson
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<b>DATE OF TRIP:</b> February 9-12, 2018	<b>WHO IS ATTENDING: (grade/organization)</b> Secondary Barbering and Cosmetology programs students
---	--

<b>LOCATION:</b> Atlanta, GA	<b>TRAVELING BY:</b> <input type="checkbox"/> School bus <input type="checkbox"/> Charter bus <input checked="" type="checkbox"/> Other
---------------------------------	---

<b>PURPOSE:</b> Attending the 2018 Bronner Brothers Hair Show
--

<b>SCHOOL BUS – Required items for approval:</b> <ol style="list-style-type: none"> <li>1. Principal’s signature</li> <li>2. Complete list of participants and chaperones</li> <li>3. Complete final itinerary</li> <li>4. Documentation showing correlation of the Florida Standards or benchmarks to the field trip request</li> </ol>	<b>CHARTER BUS – Required items for approval:</b> <ol style="list-style-type: none"> <li>1. Principal’s signature</li> <li>2. Complete list of participants and chaperones</li> <li>3. Complete final itinerary</li> <li>4. Copy of charter bus contract with signatures</li> <li>5. Proof of Insurance showing either district or school as insured</li> </ol>
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 \_\_\_\_\_  
 Signature of Person Requesting Trip

  
 \_\_\_\_\_  
 Approval of Director (signature required)

_____ APPROVED	_____ DENIED
_____	_____
Superintendent/Designee	Date

**Please forward completed form via district mail or fax to:**  
**Mrs. Cheryl Ellison**  
**Program Assistant for Curriculum & Instruction**  
**Fax: (850) 627-3530      Email: ellisonc@gcpsmail.com**

# The School Board of Gadsden County



*"Opportunity at Your Fingertips"*

**ROGER P. MILTON**  
SUPERINTENDENT OF SCHOOLS

**GADSDEN TECHNICAL INSTITUTE**  
**Dr. Sylvia R. Jackson, Director**  
Career Technical and Adult Education



*"Opportunity at Your Fingertips"*

201 Martin Luther King Jr. Blvd.  
Quincy, FL 32351  
Telephone: (850)875-8324 FAX: (850)875-7297  
<http://www.gadsdentech.org>

## **Barbering and Cosmetology Programs Bronner Brothers International Hair Show Atlanta, GA. February 09-12, 2018**

### **Itinerary**

#### **02/09/18**

9:30 A. M. Depart Gadsden Technical Institute  
2:00 P. M. Lunch En Route  
3:30 P. M. Arrive in Atlanta, GA  
Lodging: Marriott Marquis  
265 Peachtree Center Ave NE  
Atlanta, GA  
(404-521-0000)

#### **02/09-12/18**

10.00 A. M. Registration / Class Sessions and Exhibit Hall Show –World Convention Center  
(WCC)  
7:00 P. M. Leave Hair Show for Marriott Marquis  
8:00 P. M. Dinner  
9:00 Meet & Greet (WCC)

#### **02/12/18**

9:00 A. M. Check -out Marriott Marquis  
12:00 P. M. Depart Atlanta, GA  
5:00 P. M. Arrive at GTI

**Contact : Mr. Don Gibson (850)559-7699**

The mission of Gadsden Technical Institute is to recognize the worth and potential of each student. We are committed to providing opportunities for basic and advanced instruction in a conducive learning environment. The Center encourages academic and technical curiosity, innovation and creativity by integrating applied academic skills in all occupational areas. We strive to instill the attitudes and skills necessary to produce motivated, self-sufficient individuals who are able to function effectively in our ever-changing, complex society.

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DISTRICT NO. 1  
HAVANA, FL 32333  
MIDWAY, FL 32343

STEVE SCOTT  
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

TYRONE D. SMITH  
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**Barbering and Cosmetology Programs**  
**Bronner Brothers International Hair Show**  
**Atlanta, GA.**  
**February 09-12, 2018**

## Student Roster

1. All
2. Br
3. Da
4. Fig
5. Ha
6. Pa
7. Rc
8. W

## Chaprones

**Mr. Don Gibson DON GIBSON**  
**Miss. LaDonna Gibson**  
**Mrs. Joannette Thomas**  
**Mr. Karlin Thomas**

**Contact : Mr. Don Gibson (850)559-7699**

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Bronner Bros. Hair Show / Atlanta, GA  
February 9-12, 2018

**Documentation showing correlation of the Florida Standards or benchmarks to the field trip request.**

***Florida Department of Education Student Performance Standards & Benchmarks for***  
***Barbering***

- S1 BM 1.01-1.9 – Demonstrate safe, sanitary and deficient work practices.
- S3 BM 3.01-3.06 – Identify trimming/shaping hair.
- S4 BM 4.01-4.05 – Identify hair styles.
- S5 BM 5.01-5.04 – Identify mustache and beard design.
- S11 BM 11.01-11.06 – Demonstrate an understanding of entrepreneurship to the American economy.

***Florida Department of Education Student Performance Standards & Benchmarks for***  
***Cosmetology***

- S1 BM 1.01 – Identify career opportunities.
- S7 BM 7.01-7.20 – Explain the importance of employability skills and entrepreneurship skills.
- S17 BM 17.1-17.10 – Identify shampoo/hair conditioners and scalp treatments.
- S18 BM 18.1-18.05 – Identify hair shaping.
- S19 BM 19.1-19.07 – Identify hairstyles

#### Mission Statement

The mission of Gadsden Technical Institute is to recognize the worth and potential of each student. We are committed to providing opportunities for basic and advanced instruction in a conducive learning environment. The Center encourages academic and technical curiosity, innovation and creativity by integrating applied academic skills in all occupational areas. We strive to instill the attitudes and skills necessary to produce motivated, self-sufficient individuals who are able to function effectively in our ever-changing, complex society.

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QUINCY, FL 32352

TYRONE D. SMITH  
DISTRICT NO. 5  
QUINCY, FL 32353

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

**AGENDA ITEM NO.** 10b

**Date of School Board Meeting:** December 12, 2017



**TITLE OF AGENDA ITEM:** Gadsden County High School

**DIVISION:** Secondary Education

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

**PURPOSE AND SUMMARY OF ITEM:**

(Type and Double Space)

According to School Board Policy 2340 (Field and Other District-Sponsored Trips), all out-of-state field trips must be approved by the School Board. Gadsden County High School is requesting approval for an out-of-state field trip to Thomasville, Georgia. Please see attached documentation.

**FUND SOURCE:** N/A

**AMOUNT:** N/A

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



**POSITION:** Director of Secondary Education/ Director of Adult, Career and Technical Education

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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 \_\_\_\_\_

OK  
NOV 15 17 RCVD

Supt. Mr. Mr. T. No. 5980 P. 1  
Dr. Hightower  
Mrs. C. Ellison

REVISED 12/03/15

**FORM MUST BE RECEIVED IN DISTRICT OFFICE 2 WEEKS PRIOR TO TRIP**

### FIELD TRIP REQUEST

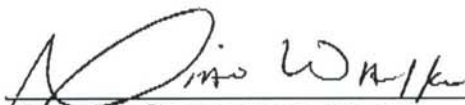
<b>SCHOOL:</b> Caldson County High	<b>CONTACT FOR FIELD TRIP:</b> Diane Walker
---------------------------------------	--

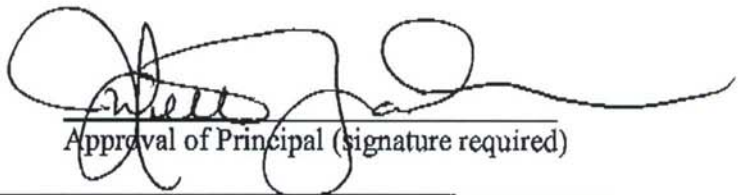
<b>DATE OF TRIP:</b> 12/29-30/17	<b>WHO IS ATTENDING: (grade/organization)</b> Girls Basketball team
-------------------------------------	--

<b>LOCATION:</b> Thomasville High Thomasville Georgia	<b>TRAVELING BY:</b> <input checked="" type="checkbox"/> School bus <input type="checkbox"/> Charter bus
--	---

<b>PURPOSE:</b> Holiday Hoopfest Basketball Game
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<b>SCHOOL BUS – Required items for approval:</b> <ol style="list-style-type: none"> <li>1. Principal's signature</li> <li>2. Complete list of participants and chaperones</li> <li>3. Complete final itinerary</li> <li>4. Documentation showing correlation of the Florida Standards or benchmarks to the field trip request</li> </ol>	<b>CHARTER BUS – Required items for approval:</b> <ol style="list-style-type: none"> <li>1. Principal's signature</li> <li>2. Complete list of participants and chaperones</li> <li>3. Complete final itinerary</li> <li>4. Copy of charter bus contract with signatures</li> <li>5. Proof of Insurance showing either district or school as insured</li> </ol>
--	---

  
Signature of Person Requesting Trip

  
Approval of Principal (signature required)

<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED
_____ Superintendent/Designee	_____ Date

Please forward completed form via district mail or fax to:  
Mrs. Cheryl Ellison  
Administrative Assistant for Curriculum & Instruction  
Fax: (850) 627-3530 Email: ellisonc@gcpsmail.com

RECEIVED  
11/15/17  


### GADSDEN COUNTY HIGH SCHOOL ACTIVITY REQUEST

- 1. Requested by: Diane Walker
- 2. Date of this request: 11-14-17
- 3. Date of requested activity: 12/28-30/17
- 4. Describe activity requested:  
Christmas Tournament
- 5. Purpose of activity (How does this relate to your classroom assignment):  
Coils Basketball Game
- 6. Number of students involved: 15
- 7. Time of Departure: 10:00am Return 6:00pm
- 8. Bus requested: Yes  No  Number Needed 1
- 9. Eating arrangements: McDonalds  
(If sack lunches are needed, it will be the responsibility of the person requesting this activity to contact the lunchroom manager (at least 5 days prior to activity) and make ALL arrangements)
- 10. Will substitute(s) be needed: Yes  No  How many?     (If yes, you need to fill out a leave form (Leave in Line of Duty) at least two weeks prior of activity)
- 11. Name of chaperones:  
Claudette Farmer, Dwayne Moore, Tamra Fitzgerald, Diane Walker
- 12. Chaperones approved by Administrator: Yes  No
- 13. Is a security officer needed: Yes  No  (If yes, notify Principal)
- 14. Approximately cost of activity:
- 15. How will this activity be financed: Coils Basketball Account

Submitted by: Diane Walker  
(Person in charge & responsible for activity)

Approved: Yes  No  [Signature]  
(Principal)

**\*\*YOU WILL ASSUME PERSONAL RESPONSIBILITY FOR ALL UNAUTHORIZED EXPENDITURES. AUTHORIZATION MUST BE IN WRITING PRIOR TO PURCHASE.**

- Submit: (if applicable)
- X-parent permission form
- X-teacher/student roster
- X-field trip itinerary

Gadsden County High School

Girls Basketball Itinerary

At 315 Hansel St, Thomasville Ga. 31792

Coaches: Diane Walker, Ms. Claudette Farmer, Dwyane Moore

**December 28, 2017**

- 10:00 a.m. Depart for Thomasville Ga. (Players and Coaches)
- 1:00 p.m. Game Start (subject to change base upon delays)
- 3:00 p.m. – 4:00 p.m. Players will eat at McDonalds or Subway
- 4:00 Depart Restaurant en-route to Gadsden County High
- 6:00 p.m. Arrive back at Gadsden County High

**December 29, 2017**

- 10:00 a.m. Depart for Thomasville Ga. (Players and Coaches)
- 1:00 p.m. Game Start (subject to change base upon delays)
- 3:00 p.m. – 4:00 p.m. Players will eat at McDonalds or Subway
- 4:00 Depart Restaurant en-route to Gadsden County High
- 6:00 p.m. Arrive back at Gadsden County High

**December 30, 2017**

- 1:00 p.m. Depart for Thomasville Ga. (Players and Coaches)
- 4:00 p.m. Game Start (subject to change base upon delays)
- 6:00 p.m. – 7:00 p.m. Players will eat at McDonalds or Subway
- 7:15p.m Depart Restaurant en-route to Gadsden County High
- 9:45p.m. Arrive back at Gadsden County High

## Gadsden County High Girls Varsity Roster

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Trainers: T'Niya Knight, Oreail Thompson

Book Keeper: Joyce McDuffie

Coaches: Diane Walker, Claudette Farmer  
Dwayne Moore, Tamra Fitzgerald

### Holiday Hoopfest Schedule

#### Girls Schedule

##### Dec. 28<sup>th</sup>

- 1:00 pm Brooks Co. vs. Gadsden County
- 4:00 pm Mitchell Co. vs. Harris Co.
- 7:00 pm THS vs. Shiloh

##### Dec. 29<sup>th</sup>

- 1:00 pm Shiloh Co. vs. Gadsden County
- 4:00 pm Brooks vs. Harris Co.
- 7:00 pm THS vs. Mitchell Co.

##### Dec. 30<sup>th</sup>

- 1:00 pm Shiloh vs. Brooks
- 4:00 pm Gadsden County s vs. Mitchell Co.
- 7:00 pm THS vs. Harris Co.

#### Boys Schedule

##### Dec. 28<sup>th</sup>

- 2:30 pm Mitchell vs Jeff Davis
- 5:30 pm Brooks vs Booker T Washington
- 8:30 pm THS vs Chapel

##### Dec. 29<sup>th</sup>

- 2:30 pm Jeff Davis vs Chapel
- 5:30 pm Brooks vs Mitchell
- 8:30 pm THS vs Booker T Washington

##### Dec. 30<sup>th</sup>

- 2:30 pm Booker T Washington vs Jeff Davis
- 5:30 pm Brooks vs Chapel
- 8:30 pm THS vs Mitchell