

# AGENDA

## REGULAR SCHOOL BOARD MEETING

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

January 27, 2026

6:00 P.M.

THIS MEETING IS OPEN TO THE PUBLIC

1. CALL TO ORDER
2. OPENING PRAYER
3. PLEDGE OF ALLEGIANCE
4. RECOGNITIONS
5. CITIZEN COMMENTS AND CONCERNS

### ITEMS FOR CONSENT

#### 6. REVIEW OF MINUTES – **SEE ATTACHMENT**

- a. December 16, 2025, 4:30 p.m. – School Board Financial Workshop
- b. December 16, 2025, 6:00 p.m. - Regular School Board Meeting

ACTION REQUESTED: The Superintendent recommends approval.

#### 7. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions)

- a. Personnel 2025 – 2026 – **SEE PAGE #3**

ACTION REQUESTED: The Superintendent recommends approval.

- b. 2026 – 2027 School Year Calendars – **SEE PAGE #6**

ACTION REQUESTED: The Superintendent recommends approval.

- c. 2027 – 2028 School Year Calendars – **SEE PAGE #11**

ACTION REQUESTED: The Superintendent recommends approval.

#### 8. AGREEMENTS/CONTRACT/PROJECT APPLICATIONS

- a. Memorandum of Understanding Between Florida State Stoops Center for Communities, Families and Children, and the School Board of Gadsden County – **SEE PAGE #16**

Fund Source: N/A

Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

b. Nursing Skills Lab Update – **SEE PAGE #25**

Fund Source: Pipeline

Amount: \$108,347.50

ACTION REQUESTED: The Superintendent recommends approval.

9. SCHOOL FACILITY/PROPERTY

a. Purchase Order Request for Generator - **SEE PAGE #39**

Fund Source: FEMA

Amount: \$62,079.00

ACTION REQUESTED: The Superintendent recommends approval.

b. Request to Finance Resurfacing Existing Track at Gadsden County High School - **SEE PAGE #42**

Fund Source: Insurance Dollars

Amount: \$564,274.00 Total (Finance by NCL at \$100,829.17 Annually)

ACTION REQUESTED: The Superintendent recommends approval.

c. Surplus Auction – **SEE PAGE #50**

Fund Source: N/A

Amount: N/A

ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

10. SCHOOL PROPERTIES

a. Chattahoochee High School Property (Faith Apostolic Christian Tabernacle Services, Inc.)

b. Greensboro Future Farmers of America (FFA) Property

c. Quincy High School (GEMS) Property

11. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

12. SCHOOL BOARD REQUESTS AND CONCERNS

13. ADJOURNMENT



# THE GADSDEN COUNTY SCHOOL DISTRICT

Educating Every Student Today, Making Gadsden Stronger Tomorrow

**Elijah Key, Superintendent of Schools**

35 Martin Luther King, Jr. Blvd Quincy, Florida 32351

Main: (850) 627-9651 or Fax: (850) 627-2760

[www.GadsdenSchools.org](http://www.GadsdenSchools.org)

January 27, 2026

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 7A Instructional and Non-Instructional Personnel 2025-2026**

The following reflects the total number of full-time employees in this school district for the 2025-2026 school term, as of January 27, 2026.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees January 2026</u>
Classroom Teachers and Other Certified	120 & 130	297.00
Administrators	110	57.00
Non-Instructional	150, 160, & 170	354.00
		<u>708.00</u>
Part Time Instructional		1.00
Part Time Non-Instructional		<u>3.00</u>
Total		4.00
100% Grant Funded		164.00
Split Grant Funded		<u>23.00</u>
Total Grant Funded of 708 Employees		187.00

Sincerely,

Elijah Key, Jr.  
Superintendent of Schools

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

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

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

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

Stacey Hannigon  
DISTRICT NO. 5  
Quincy, FL 32351  
Midway, FL 32343

**AGENDA ITEM 7A INSTRUCTIONAL AND NON-INSTRUCTIONAL 2025/2026****INSTRUCTIONAL**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Humphrey, Charmel	WGMS	Teacher	01/05/2026
James, Pearlean	JASMS	Teacher	12/01/2025
Morley, Keith	WGMS	Teacher on Special Assignment	01/05/2026
Williams, Shannique	WGMS	Teacher	01/09/2026

**NON INSTRUCTIONAL**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Baker, Annette	CES	Educational Paraprofessional	12/01/2025
Battles, Tyeshia	GWM	Educational Paraprofessional	01/05/2026
Jackson, Amari	Transportation	Mechanic II	01/05/2026
Johnson, Victoria	CES	Educational Paraprofessional	01/05/2026
Johnson-Scurry, Debra	GCHS	School Food Service Worker	12/15/2025
Matos, Gloria	CES	Educational Paraprofessional	12/01/2025
Wofford, Marc	Transportation	Bus Driver	01/06/2026

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

<b><u>Name</u></b>	<b><u>Location/Position</u></b>	<b><u>Beginning Date</u></b>	<b><u>End Date</u></b>
Gibbs, Kim	GWM/Teacher	12/04/2025	01/15/2026
Salter, Jasmine	WGMS/Teacher	01/05/2026	02/27/2026

**RESIGNATION**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Character-Brown, Makeitha	HMS	Teacher	01/07/2026
Tomas, Evelin	SSES	Educational Paraprofessional	12/19/2025
Vickers, Annette	WGMS	Teacher	01/09/2026
Williams, Sonja	HMS	Teacher	12/19/2025
Woods, Stanselus	SSES	School Food Service Worker	12/19/2025

**TRANSFERS**

<b><u>Name</u></b>	<b><u>Location/Position Transferring From</u></b>	<b><u>Location/Position Transferring To</u></b>	<b><u>Effective Date</u></b>
Anderson, Pamela	GEMS/Principal	GEMS and WGMS/Principal	01/05/2026
Ball, Bernard	GCHS/Principal	GCA/Admin on Special Assignment	01/05/2026
Germany, Christopher	SSES/Assistant Principal	SSES/Admin on Special Assignment	01/05/2026
Gray, Machele	JASMS/SFS Manager	GCHS/SFS Manager	01/05/2026
Jones, Pamela	SSES/Principal	GCHS/Principal	01/05/2026
McCloud, Daniel	SSES/Custodial Assistant	JASMS/Custodian	01/05/2026
Moody, Cheryl	WGMS/Principal	DO- FACE/Admin on Special Assignment	01/05/2026
Williams, Sonja	GWM/Teacher	HMS/Teacher	12/15/2025

**DROP RETIREMENT**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Ivory, Dwayne	SSES	Teacher	12/31/2025
Lewis, Rogers	Transportation	Vehicle Mechanic Foreman	01/09/2026

**RETIREMENT**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
--------------------	------------------------	------------------------	------------------------------

**TERMINATION**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
Daivs, Eula	HLC	PT Teacher	12/12/2025

**DEATH**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
McCloud, Estella	GEMS	Custodian	12/31/2025

**OUT OF FIELD**

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Area Out of Field</u></b>	<b><u>Effective Date</u></b>
James, Pearlean	JASMS	Reading Endorsement	All Periods
Humphrey, Charmel	WGMS	General Science	All Periods

**SUBSTITUTES**

**Teacher**

Lanier, Aaliyah  
Thomas, Jaquantay  
Whitesell, Morgan

**Custodian/SFS Worker**

Battles, Ashley

## SUMMARY SHEET

### RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

**AGENDA ITEM NO.** 7b

**DATE OF SCHOOL BOARD MEETING:** January 27, 2026

**TITLE OF AGENDA ITEM:** 2026 – 2027 School Year Calendars

**DIVISION:** Academic Services

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

**PURPOSE AND SUMMARY OF ITEM:**

Approval of the student, teacher, 11 and 12-month staff calendars for the 2026-2027 school year.

**FUND SOURCE:** N/A

**AMOUNT:** N/A

**PREPARED BY:** Lisa Robinson

**POSITION:** Assistant Superintendent, Academic Services PreK - 12

-----  
INSTRUCTIONS TO BE COMPLETED BY PREPARER

\_\_\_\_ 0 \_\_\_\_ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered \_\_\_\_\_

CHAIRMAN'S SIGNATURE: page(s) numbered \_\_\_\_\_

1/14/26  
ls

## GADSDEN COUNTY SCHOOL DISTRICT

### STUDENT CALENDAR

#### SCHOOL YEAR 2026 - 2027

<b>2026</b>	
AUGUST 11	Students First Day of School
SEPTEMBER 7	Labor Day (District Holiday)
OCTOBER 9	End of the First Grading Period
OCTOBER 12	Students Out – Planning/Professional Learning Day
NOVEMBER 11	Veterans' Day (District Holiday)
NOVEMBER 20	Students Out – Planning/Professional Learning Day
NOVEMBER 23-27	Thanksgiving Holidays/Fall Break
DECEMBER 18	End of Second Grading Period – Half Day
DECEMBER 21-31	Christmas/Winter Holidays
<b>2027</b>	
JANUARY 1	New Year's Day
JANUARY 4	Students Out – Planning/Professional Learning Day
JANUARY 5	Students Return
JANUARY 18	Martin Luther King, Jr. Day (District Holiday)
FEBRUARY 15	Presidents' Day (District Holiday)
MARCH 5	End of Third Grading Period
MARCH 15 - 19	Spring Break (District-wide)
MARCH 26	Good Friday (District Holiday)
MAY 26	Students Last Day of School – Half Day/ End of Fourth Grading Period

## GADSDEN COUNTY SCHOOL DISTRICT

### TEACHER CALENDAR (196 DAYS)

#### SCHOOL YEAR 2026-2027

<b>2026</b>	
AUGUST 3-10	Pre-Planning Days
AUGUST 11	Students First Day
SEPTEMBER 7	Labor Day Holiday (District Holiday) (Teacher Paid Holiday #1)
OCTOBER 5-9	FTE Survey Week
OCTOBER 9	End of the First Grading Period
OCTOBER 12	PL/Planning Day (No School for students)
NOVEMBER 11	Veterans' Day Holiday (District Holiday)
NOVEMBER 20	PL/Planning Day (No School for students)
NOVEMBER 23-27	Thanksgiving Holidays/Fall Break
NOVEMBER 26	Teacher Paid Holiday #2
DECEMBER 18	Half Day - PL/Planning Day /End of Second Grading Period
DECEMBER 21-31	Christmas/Winter Break
DECEMBER 25	Christmas/Teacher Paid Holiday #3
<b>2027</b>	
JANUARY 1	New Year's Day
JANUARY 4	Teachers/Staff Return - PL/Planning Day
JANUARY 5	Students Return
JANUARY 18	Martin Luther King, Jr. Day (District Holiday) (Teacher Paid Holiday #4)
FEBRUARY 8-12	FTE Survey Week
FEBRUARY 15	Presidents' Day Holiday (District Holiday) (Teacher Paid Holiday #5)
MARCH 5	End of Third Grading Period
MARCH 15-19	Spring Break (District-wide)
MARCH 26	Good Friday (District Holiday)
MAY 26	Students Last Day - Half Day - PL/Planning Day/ End of 4 <sup>th</sup> Grading Period
MAY 27-28	Post Planning Days
MAY 31	Last Day/Memorial Day (District Holiday) (Teacher Paid Holiday #6)



## GADSDEN COUNTY SCHOOL DISTRICT

### ELEVEN MONTH CALENDAR (214 DAYS)

ASSISTANT PRINCIPALS  
11 MONTH SECRETARIES, PSYCHOLOGISTS, THERAPISTS, ASSISTANT CUSTODIANS

### SCHOOL YEAR 2026-2027

<b>2026</b>	
JULY 13	Employees Return
AUGUST 11	First Day of School
SEPTEMBER 7	Labor Day (District Holiday)
NOVEMBER 11	Veterans' Day (District Holiday)
NOVEMBER 23-27	Thanksgiving Holidays/Fall Break
DECEMBER 21-31	Christmas/Winter Holidays
<b>2027</b>	
JANUARY 1	New Year's Day/Winter Holiday
JANUARY 4	Employees Return
JANUARY 18	Martin Luther King, Jr. Day (District Holiday)
FEBRUARY 15	Presidents' Day (District Holiday)
MARCH 15-19	Spring Break (District-wide)
MARCH 26	Good Friday (District Holiday)
MAY 26	Students Last Day of School – Half Day
MAY 31	Memorial Day (District-wide)
JUNE 11	Last Day of Work

## GADSDEN COUNTY SCHOOL DISTRICT

### TWELVE MONTH CALENDAR (240 DAYS)

#### SCHOOL YEAR 2026-2027

<b>2026</b>	
JULY 3	Independence Day
AUGUST 11	First Day of School
SEPTEMBER 7	Labor Day (District Holiday)
NOVEMBER 11	Veterans' Day (District Holiday)
NOVEMBER 26-27	Thanksgiving Holidays/Fall Break
DECEMBER 24-31	Christmas/Winter Holidays
<b>2027</b>	
JANUARY 1	New Year's Day/Winter Holiday
JANUARY 4	Employees Return
JANUARY 18	Martin Luther King, Jr. Day (District Holiday)
FEBRUARY 15	Presidents' Day (District Holiday)
MARCH 15-19	Spring Break (District-wide)
MARCH 26	Good Friday (District Holiday)
MAY 26	Students Last Day of School
MAY 31	Memorial Day (District Holiday)

## SUMMARY SHEET

### RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

**AGENDA ITEM NO.** 7c

**DATE OF SCHOOL BOARD MEETING:** January 27, 2026

**TITLE OF AGENDA ITEM:** 2027 – 2028 School Year Calendars

**DIVISION:** Academic Services

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

**PURPOSE AND SUMMARY OF ITEM:**

Approval of the student, teacher, 11 and 12-month staff calendars for the 2027-2028 school year.

**FUND SOURCE:** N/A

**AMOUNT:** N/A

**PREPARED BY:** Lisa Robinson

**POSITION:** Assistant Superintendent, Academic Services PreK - 12

-----  
INSTRUCTIONS TO BE COMPLETED BY PREPARER

\_\_\_\_ 0 \_\_\_\_ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered \_\_\_\_\_

CHAIRMAN'S SIGNATURE: page(s) numbered \_\_\_\_\_

de  
1/14/26

## GADSDEN COUNTY SCHOOL DISTRICT

### STUDENT CALENDAR

#### SCHOOL YEAR 2027 - 2028

<b>2027</b>	
AUGUST 10	Students First Day of School
SEPTEMBER 6	Labor Day (District Holiday)
OCTOBER 8	End of the First Grading Period
OCTOBER 11	Students Out – Planning/Professional Learning Day
NOVEMBER 11	Veterans' Day (District Holiday)
NOVEMBER 19	Students Out – Planning/Professional Learning Day
NOVEMBER 22-26	Thanksgiving Holidays/Fall Break
DECEMBER 17	End of Second Grading Period – Half Day
DECEMBER 20-31	Christmas/Winter Holidays
<b>2028</b>	
JANUARY 1	New Year's Day
JANUARY 4	Students Out – Planning/Professional Learning Day
JANUARY 5	Students Return
JANUARY 17	Martin Luther King, Jr. Day (District Holiday)
FEBRUARY 21	Presidents' Day (District Holiday)
MARCH 3	End of Third Grading Period
MARCH 13-17	Spring Break (District-wide)
MARCH 20	Students Out – Planning/Professional Learning Day
APRIL 14	Good Friday (District Holiday)
MAY 26	Students Last Day of School/Half Day/ End of Fourth Grading Period

## GADSDEN COUNTY SCHOOL DISTRICT

### TEACHER CALENDAR (196 DAYS)

#### SCHOOL YEAR 2027-2028

<b>2027</b>	
AUGUST 2-9	Pre-Planning Days
AUGUST 10	Students First Day
SEPTEMBER 6	Labor Day Holiday (District Holiday) (Teacher Paid Holiday #1)
OCTOBER 4-8	FTE Survey Week
OCTOBER 8	End of the First Grading Period
OCTOBER 11	PL/Planning Day (No School for students)
NOVEMBER 11	Veterans' Day Holiday (District Holiday)
NOVEMBER 19	PL/Planning Day (No School for students)
NOVEMBER 22-26	Thanksgiving Holidays/Fall Break
NOVEMBER 25	Teacher Paid Holiday #2
DECEMBER 17	Half Day - PL/Planning Day /End of Second Grading Period
DECEMBER 20-31	Christmas/Winter Break
DECEMBER 24	Christmas/Teacher Paid Holiday #3
<b>2028</b>	
JANUARY 1	New Year's Day
JANUARY 4	Teachers/Staff Return - PL/Planning Day
JANUARY 5	Students Return
JANUARY 17	Martin Luther King, Jr. Day (District Holiday) (Teacher Paid Holiday #4)
FEBRUARY	FTE Survey Week
FEBRUARY 21	Presidents' Day Holiday (District Holiday) (Teacher Paid Holiday #5)
MARCH 3	End of Third Grading Period
MARCH 13-17	Spring Break (District-wide)
MARCH 20	PL/Planning Day (No School for students)
APRIL 14	Good Friday (District Holiday)
MAY 26	Students Last Day - Half Day - PL/Planning Day/ End of 4 <sup>th</sup> Grading Period
MAY 29	Memorial Day (District Holiday) (Teacher Paid Holiday #6)
MAY 30	Post Planning Day/Last Day

## GADSDEN COUNTY SCHOOL DISTRICT

### ELEVEN MONTH CALENDAR (214 DAYS)

#### ASSISTANT PRINCIPALS

#### 11 MONTH SECRETARIES, PSYCHOLOGISTS, THERAPISTS, ASSISTANT CUSTODIANS

#### SCHOOL YEAR 2027-2028

<b>2027</b>	
JULY 12	Employees Return
AUGUST 10	First Day of School
SEPTEMBER 6	Labor Day (District Holiday)
NOVEMBER 11	Veterans' Day (District Holiday)
NOVEMBER 22-26	Thanksgiving Holidays/Fall Break
DECEMBER 20-31	Christmas/Winter Holidays
<b>2028</b>	
JANUARY 1	New Year's Day
JANUARY 4	Employees Return
JANUARY 17	Martin Luther King, Jr. Day (District Holiday)
FEBRUARY 21	Presidents' Day (District Holiday)
MARCH 13-17	Spring Break (District-wide)
APRIL 14	Good Friday (District Holiday)
MAY 26	Students Last Day of School
MAY 29	Memorial Day (District-wide)
JUNE 12	Last Day of Work

## GADSDEN COUNTY SCHOOL DISTRICT

### TWELVE MONTH CALENDAR (240 DAYS)

#### SCHOOL YEAR 2027-2028

<b>2027</b>	
JULY 5	Independence Day ( <i>Observed</i> ) (District Holiday)
AUGUST 10	First Day of School
SEPTEMBER 6	Labor Day (District Holiday)
NOVEMBER 11	Veterans' Day (District Holiday)
NOVEMBER 25-26	Thanksgiving Holidays/Fall Break
DECEMBER 24-31	Christmas/Winter Holidays
<b>2028</b>	
JANUARY 1	New Year's Day
JANUARY 4	Employees Return
JANUARY 17	Martin Luther King, Jr. Day (District Holiday)
FEBRUARY 21	Presidents' Day (District Holiday)
MARCH 13-17	Spring Break (District-wide)
APRIL 14	Good Friday (District Holiday)
MAY 26	Students Last Day of School
MAY 29	Memorial Day (District Holiday)
JUNE 19	Juneteenth

## SUMMARY SHEET

### RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8a

DATE OF SCHOOL BOARD MEETING: January 27, 2026

**TITLE OF AGENDA ITEM:**

Memorandum of Understanding between Florida State Stoops Center for Communities, Families, and Children and the School Board of Gadsden County.

**DIVISION:**

Exceptional Student Education

**No** This is a CONTINUATION of a current project, grant, etc.

**PURPOSE AND SUMMARY OF ITEM:**

The purpose of this agreement is to formalize a collaborative partnership to support the development, implementation and evaluation of the Panhandle Pathways to Paraprofessional Programs.

**FUND SOURCE:** N/A

**AMOUNT:**

**PREPARED BY:** Kesandra Brown



**POSITION:** Director of Exceptional Student Education and Student Services

**INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER**

2 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered 7

CHAIRMAN'S SIGNATURE: page(s) numbered 7,8

SCHOOL BOARD ATTORNEY: page(s) numbered \_\_\_\_\_

**This form is duplicated on light blue paper.**

REVIEWED BY: \_\_\_\_\_



# LAUNCH YOUR CAREER IN BEHAVIORAL HEALTH

GET CERTIFIED. GET PAID. MAKE A DIFFERENCE.

This **FREE** FSU training and paid apprenticeship program helping you launch a career as a **Certified Behavioral Health Technician (CBHT)** — no college degree required.

Start your journey toward a **rewarding career** helping children and families in your community — and **get paid while you train!**

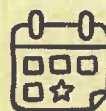
Join *Panhandle Pathways to Para-Professions*, a new training program from Florida State University's Stoops Center that prepares you to become a **Certified Behavioral Health Technician (CBHT)** — a high-demand job in mental and behavioral health.

Through **paid training and field experience**, you will gain hands-on skills in:

- Crisis response and trauma-informed care
- Supporting children and families in schools and community programs
- Building career pathways in behavioral and mental health

## Who can apply:

High school seniors, GED completers, recent graduates, entry-level workers, and anyone from the Florida Panhandle interested in starting or advancing a career in behavioral health are encouraged to apply.



## Attend a Live Info Session - Choose the Best Time that Works for You!

Learn about the program, eligibility, stipends, paid apprenticeships, and get your questions answered.

- January 9 | 3:00 PM | Zoom
- February 12 | 5:00 PM | Zoom
- More Dates Available

**1st Cohort to begin March 2026!**



## Get Paid to Train!

Receive **stipends** during your training and **paid apprenticeships** after certification. No experience needed – we will guide you every step of the way.

## Stipends

**\$6,000 for Level 1**  
**\$8,500 for Level 2**

## Ready to Get Started? Attend a Live Info Session!

Learn how to apply, receive financial support, and start your career in behavioral health.

Scan the QR code or visit: [bit.ly/FSUInfoSession](https://bit.ly/FSUInfoSession)

Questions? Contact Gary Russ-Sills at [gr25a@fsu.edu](mailto:gr25a@fsu.edu)



**Panhandle Pathways to Para-Professions Program**  
**FSU Stoops Center for Communities, Families, and Children**  
**(1/12/26)**

This Memorandum of Understanding (MOU) is entered into by and between the **FSU Stoops Center for Communities, Families, and Children** ("Stoops Center") and **[Gadsden County School District]** ("Partner"), collectively referred to as "the Parties," to outline mutual expectations, roles, and responsibilities for the implementation of the **Panhandle Pathways to Para-Professions (P3) Program**.

---

## **1. Purpose**

The purpose of this MOU is to formalize a collaborative partnership to support the development, implementation, and evaluation of the Panhandle Pathways to Para-Professions Program. The program is designed to expand the regional workforce pipeline by preparing individuals for careers as para-professional staff within educational, social service, and community-based settings across Florida's Panhandle.

This agreement establishes a shared commitment to resource coordination, trainee support, operational communication, and program sustainability.

---

## **2. Program Overview & Goal**

The **Panhandle Pathways to Para-Professions (P3) Program** provides training, academic preparation, and workforce development opportunities to community members seeking paraprofessional roles in early childhood education, K-12 education support, behavioral health, family services, and related fields.

### **Program Goal**

The primary goal of this initiative is to expand the number of well-trained, job-ready paraprofessionals prepared to enter the workforce within communities served by the Stoops Center, thereby strengthening both family-serving organizations and educational institutions.

To achieve this goal, the program may include the following components:

- Comprehensive academic and career development supports tailored to participant needs.

- Credential-aligned training modules and instructional content that prepare participants for relevant roles.
  - Experiential learning opportunities, including practicum placements, job-shadowing, and apprenticeship pathways.
  - Workforce readiness and employability skill development designed to enhance professional competence.
  - Coordinated linkages to local employers, community partners, and supportive service agencies.
  - Ongoing data collection, tracking, and evaluation activities to promote continuous program improvement.
- 

### **3. Project Goal**

The overarching goal of this partnership is to coordinate the collective resources of the Stoops Center and the Gadsden County School District in order to:

- Recruit, engage, and support program participants through coordinated outreach and tailored services.
- Deliver high-quality training, coaching, and applied learning experiences that promote skill development and professional readiness.
- Strengthen and expand local employment pathways that lead to sustainable careers within the region.
- Enhance retention, performance, and opportunities for advancement within para-professional roles.
- Contribute to addressing workforce shortages across the Panhandle region by cultivating a well-prepared and supported talent pipeline.

The Parties commit to working jointly to ensure equitable access, culturally responsive programming, and measurable outcomes for participants.

---

### **4. Points of Contact**

Each Party designates the following individuals to serve as primary Points of Contact (POCs) for communication and coordination related to this MOU:

**FSU Stoops Center for Communities, Families, and Children**

**Name/Title:** Gary Russ-Sills/Program Manager

**Email:** gr25a@fsu.edu

**Phone:** (850) 666-2089

**[Gadsden County School District]**

**Name/Title:** Kesandra Brown

**Email:** brownk@gcpsmail.com

**Phone:** (850) 627-9651 ext.1240

POCs are responsible for relaying information to relevant staff, coordinating operational activities, and ensuring timely communication regarding program needs.

---

## **5. Roles and Responsibilities**

### **A. Responsibilities of the Stoops Center**

The Stoops Center agrees to fulfill the following responsibilities in close collaboration with the Gadsden County School District:

#### **1. Program Coordination**

- Provide leadership in the design and development of the program curriculum and ensure consistent oversight of all program components.
- Assign qualified staff to deliver training, workshops, and support services for program participants.
- Maintain regular and transparent communication with the designated point of contact to ensure coordinated implementation of all program activities.

#### **2. Participant Support**

- Administer stipend payments to eligible program participants in accordance with established guidelines.
- Provide coaching, Level 1 supervision support, academic advising, and referrals to relevant FSU career and academic resources.
- Maintain participant records in compliance with FERPA and all applicable federal, state, and institutional regulations.

### **3. Operational Logistics**

- Coordinate scheduling, technology platforms, and other logistical requirements necessary for effective program delivery.
- Develop and disseminate communication materials, outreach tools, and program orientation resources to support participant engagement.

### **4. Data & Evaluation**

- Collect, manage, and analyze program data to support reporting requirements, continuous quality improvement, and HRSA compliance.
- Share aggregate, non-identifiable data with collaborating partners, except where otherwise restricted by written consent agreements or regulatory requirements.

### **5. Partnership Management**

- Foster ongoing communication and collaboration with the Gadsden County School District and relevant community stakeholders.
- Identify and pursue opportunities to participate in community events, outreach initiatives, and related activities that enhance program visibility and community engagement.

---

## **B. Responsibilities of the Gadsden County School District**

The Gadsden County School District agrees to fulfill the following responsibilities in collaboration with the Stoops Center:

### **1. Recruitment & Outreach**

- Designate and maintain a specific point of contact to facilitate consistent communication with the Stoops Center.
- Support the identification, screening, and referral of prospective program participants.
- Disseminate program materials and promote participation opportunities within its organizational and community networks.

### **2. Site-Based Support**

- Provide appropriate space, equipment, or staff support necessary for conducting training activities within school or district facilities.

- Offer opportunities for job shadowing, field experiences, employment interviews, or other relevant experiential learning activities when feasible.

### **3. Participant Engagement**

- Conduct periodic check-ins with participants and provide structured mentorship, professional development, or related supports as appropriate.

### **4. Data Sharing**

- Share relevant, non-confidential program data required for coordination, evaluation, and continuous improvement efforts.
- Ensure all data-sharing practices comply with applicable confidentiality laws, regulations, and organizational policies.

### **5. Workforce Collaboration**

- Provide insights into local and regional workforce needs to support alignment between program training components and viable career pathways.

---

## **C. Joint Responsibilities**

Both Parties agree to work collaboratively to:

- Participate in program planning meetings and ongoing partnership activities that support effective implementation.
- Provide timely and transparent communication regarding operational considerations, participant needs, or emerging challenges.
- Uphold practices that promote equity, inclusion, accessibility, and a supportive environment for all participants.
- Contribute to sustainability efforts, including grant reporting, resource alignment, and shared funding opportunities when appropriate.

---

## **6. Term and Termination**

This MOU becomes effective on **3/02/26** and remains in effect until **[7/20/2028 or “until terminated by either Party”]**.

Either Party may terminate this MOU with 30 days written notice. All obligations agreed to before termination will continue to be honored unless mutually amended.

---

## **7. Amendments**

This MOU may be modified, amended, or extended upon mutual written agreement of both Parties.

---

## **8. Non-Binding Agreement**

This MOU is a non-binding expression of mutual intent to collaborate. It does not create legal obligations, nor does it establish an employer-employee or financial relationship beyond separately executed agreements.

---

## **9. Signatures**

### **For the FSU Stoops Center for Communities, Families, and Children**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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

### **For [Gadsden County School District]**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**This agreement shall take effect upon receipt of signatures and may be terminated or revised at the request of either party.**

**Superintendent of Gadsden School District**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**Chairman of Gadsden School District Board**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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



SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

**AGENDA ITEM NO.** 8b

**DATE OF SCHOOL BOARD MEETING:** 1-27-2026

**TITLE OF AGENDA ITEM:** Nursing Skills Lab Update

**DIVISION:** Career Technical and Adult Education (CTAE)

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

**PURPOSE AND SUMMARY OF ITEM:**

Item Category Purpose & Educational Impact

**Modern Hospital Beds:** Vital for teaching proper patient positioning, pressure sore prevention, and bed-exit safety protocols.

**Patient Lifts (Hoyer/Sit-to-Stand):** Essential for teaching "No-Lift" policies and ensuring both student and patient safety during transfers.

**Enteral Feeding Pumps:** Allows students to practice programming rates and troubleshooting alarms for tube-fed patients.

**Standardized Med Carts:** Facilitates realistic "Med Pass" simulations, focusing on the "Six Rights" of medication administration.

**Foley Catheter Kits:** Provides hands-on practice for maintaining sterile fields and preventing CAUTIs (Catheter-Associated Urinary Tract Infections).

**Medication Simulation:** Ensures students are familiar with modern packaging, labeling, and dosages used in 2026 healthcare settings.

**FUND SOURCE:** PIPELINE

**AMOUNT:** \$108,347.50

**PREPARED BY:** Willie A. Jackson

**POSITION:** Director



---

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:  \_\_\_\_\_

# Gadsden Technical College

Dr. Willie A. Jackson, Ed. D.

Director

Career Technical and Adult Education (CTAE)

"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>



Angela G. Sapp  
Career & Technical Education  
Coordinator

Mia Zeigler  
Adult Education Coordinator

Doris Drake  
Practical Nursing  
Coordinator

## Check Requisition/Invoice/Authorization to Purchase

1. Complete this form and submit it to Maj. Willie A. Jackson for approval.
2. Return to bookkeeper (Mr. Byrd) for processing.

Doris Drake

is requesting authorization to purchase by:

Name of person making request

☒ Check or vendor charge amount

☐ Credit card ( ) Walmart ( )

☐ Account transfer

4 PIRK line items #42

1100K 5300 5100 0245 4PIRK 0000

1100K 5300 6410 0245 4PIRK 0000

1100K 5300 6420 0245 4PIRK 0000

From GTC's internal account

In the amount of \$ 97,677.91 + 10,669.59 = 108,347.50

The name of account money is to be drawn from

Reason for the requested funds To replace antiquated & nonfunctioning lab equipment & supplies. This needs to be submitted for the School Board's approval. Contract code: SBGC Policy 7.70

Payable to: Poss Medical

Name of person, business or department to be paid

3969 N. Centny Park Circle/Tallahassee, FL 32304

Street Address

City

State

Zip

Doris M. Drake

Person Making Request

[Signature]

Approval of Administrator

11/9/2020

Date

11-26

Date

### MISSION STATEMENT

The mission of Gadsden Technical College is to provide industry linked programs and services opportunities to prepare students for the workforce in order to achieve economic self-sufficiency, contribute to the economic prosperity of Gadsden County, and compete in a global market.

**University of Florida**  
**Memorandum of Understand (MOU) POSS LLC**

*Purpose: The intent of this document is to clearly outline the mutual understanding between the University of Florida ("University" or "UF") and POSS LLC ("POSS LLC" or "Vendor") surrounding our enhanced partnership for the provision of Specialty Lab Supplies, Equipment and Services FY24-ITN-018. The MOU outlines the agreement for all adopting entities.*

	POSS LLC Agrees	UF Agrees
<b>I. General Terms</b>		
<b>A. Agreement Length:</b> 5 years with two (2) five-year options to extend.	Yes	Yes
<b>B. Effective Date:</b> Upon execution of this agreement with an expiration date of 8/30/2029.	Yes	Yes
<b>C. Termination for Cause:</b> Either party may terminate this Agreement without cause following 60 days prior written notice to the other party. In the event of termination under this provision, the successful Vendor shall be entitled to receive just an equitable compensation for work in progress, work completed and materials accepted and all orders processed (written order confirmation issued) before the effective date of termination.	Yes	Yes
<b>D. Eligible Entities:</b> The terms and conditions of this agreement will apply to following affiliated entities: Florida State University, Florida Atlantic University, Florida International University, University of Central Florida, University of West Florida, University of South Florida, Florida Agricultural and Mechanical University, Florida Polytechnic University, University of North Florida and Florida Gulf Coast University.	Yes	Yes
<b>E. Invoicing and Payment Terms:</b> Net 30 days. 2% Net 15 for non Pcard use. Vendor and University will decide upon a mutually acceptable standard format for invoicing. Invoices shall be made available electronically.	Yes	Yes
<b>F. Governance:</b> In the event of a conflict between documents, the following shall be the order of precedence: Memorandum of Understanding (MOU) shall first control, Invitation to Negotiate ("ITN"), and finally Vendors response to the ITN, only where Vendor response does not conflict with MOU and Section 6 of the ITN terms.	Yes	Yes

	POSS LLC Agrees	UF Agrees
<b>II. Service Requirements</b>		
<b>A. Order Completeness and Accuracy:</b> Order completeness and accuracy and billing accuracy should be maintained at a rate of 95% or greater. A report of Order Fill rates shall be provided by Vendor at each Business Review Meeting, or when requested by the University. Any known backorders shall be denoted in the reports.	Yes	Yes
<b>B. Product Substitution:</b> Substitutions of any kind shall be used only in the event of an item not being available and only after obtaining written permission and approval from the ordering customer.	Yes	Yes
<b>C. Discontinued Product:</b> Vendor shall upon reasonable notice notify the order requesters that an item is discontinued and shall offer options for product substitutions of the same or greater functionality, at the same discount(s) for the customer's consideration.	Yes	Yes
<b>D. Order Cancellation:</b> All orders placed through Vendor may be cancelled by the order requesters by 3pm EST on the day the order is placed with no financial penalties, except for custom product orders.	Yes	Yes
<b>E. Back Order Notifications:</b> Vendor shall notify UF order requesters upon reasonable notice should any items ordered be placed on back order. Vendor shall also provide to UF order requesters an estimated date of product availability for the back ordered items and suggest potential product substitutions.	Yes	Yes
<b>F. Delivery and Freight Cost:</b> Vendor will deliver all products FOB Destination (Incoterms 2010). Shipping cost for all goods and equipment will be paid by Vendor, with the exception of expedited delivery services requested by UF. Title and risk of loss of the goods and equipment shall not pass to UF until goods and equipment are delivered to the University's designated delivery location list on UF's Purchase Order (PO).	Yes	Yes
<b>G. Product Returns:</b> University shall have the right to inspect the goods after delivery for a period not to exceed ten (10) days. For any products delivered damaged, items shipped in excess of the amount authorized, items nearing expiration, products and equipment not meeting manufacturer's written specifications, or items shipped that were not ordered may, at the discretion of the order requesters, be returned to Vendor at Vendor's expense within 30 days, provided, however, that Vendor is notified within 10-days of delivery in order to receive a return merchandise authorization (RMA). In some situations, Vendor may provide instructions for destruction instead of a RMA. After ten (10) days from the delivery date, the goods will be deemed accepted, but University WILL NOT LOSE ITS WARRANTY RIGHTS.	Yes	Yes
<b>H. Questions / Concerns Response Time:</b> Vendor shall make commercially reasonable and good faith efforts to promptly address all UF end users' questions and concerns. End users' questions and concerns shall be addressed by Vendor within 24 hours, excluding weekends. If the issue cannot be resolved within 24 hours, Vendor shall make commercially reasonable and good faith efforts to provide UF with periodic progress updates until the issue is resolved.	Yes	Yes

	POSS LLC Agrees	UF Agrees
<b>III. Pricing</b>		
<b>A. Category Discount:</b> The pricing offered by the vendor as a response to FY24-ITN-018 will remain in place for a calendar year from the date of award as provided for in Sections 2.5.2 & 6.3.6 of the ITN document.	Yes	Yes
<b>B. New Product Introductions:</b> If a new product is introduced into an existing category of products, UF shall receive the discount corresponding to that product category off of the list price. In the event a new category of products is introduced by Vendor, which may be sold under the ITN, UF and Vendor will negotiate a mutually agreed upon discount percentage off list price for all products in that category.	Yes	Yes
<b>C. Price Increases:</b> Price changes to Successful Vendor's catalog list price will occur annually, each calendar year. Institutional Pricing change notices shall be in writing, submitted at least thirty (30) days prior to the end of the current calendar year. Discount percentages shall be applied to the then current calendar year list price. Institutional Pricing shall not increase more than an aggregate of three percent (3%) each calendar year, unless supported by written justification.	Yes	Yes
<b>D. New Lab Startup Programs:</b> UF asks Vendor to provide the most current and relevant discounts and benefit information and guidelines for new lab startups available to UF researchers.	Yes	Yes
<b>E. Additional Discounts:</b> Please state that Vendor is willing to offer volume-appropriate discounts for large one-time orders and use of Promo (promotional) pricing when appropriate.	Yes	Yes

F. Other: All other aspects of pricing and incentives not specifically addressed herein shall be as addressed and agreed upon in the broader legal contract document between Vendor and UF.	Yes	Yes
IV. Management & Reporting	POSS LLC Agrees	UF Agrees
A. Account Management Team: Vendor will provide a dedicated team to handle the UF account. The Vendor account representative will serve as UF's main point of contact and will work to resolve any issues that may arise. The dedicated person will handle daily orders, returns and customer service activities including, but not limited to, order status, delivery information, backorder information, contract pricing, billing questions and general product information. The account representative will be present at all business review meetings.	Yes	Yes
B. Business Review Meetings: To maintain and establish a strong relationship, Vendor customer service team and UF will meet at minimum twice a calendar year to review reports, pricing, product updates, performance, service-related issues, and proposed initiatives. A Supplier representative with decision making authority shall be available for in-person meetings. For business review presentation: • Total dollar value of purchases and total number of orders by each UF department • Total purchases by item number/ category/ product line • Total value of purchases of UF Specific Core Items • Total value of purchases through eProcurement, supplier website, P-Card purchases, phoned-in orders, etc. Analysis of B2B usage and order method • Number of returns due to customer error • Number of returns due to Life Tech error • Total dollar value of surcharges, transaction fees, delivery charges, such as expedited freight fees and other miscellaneous charges paid by UF and total absorbed by Vendor • Order Accuracy • Order Fill Rate • On-time Delivery Rate	Yes	Yes
C. Reporting: Vendor shall provide quarterly usage reports to UF at no additional charge to UF. Additionally, if requested to provide usage reports, Vendor shall deliver the report within fifteen (15) business days of request. In addition to providing periodic usage reports, Vendor should have the ability to report on the following criteria: • Ship to Account Number • Purchase Order Number • Invoice Number (if different) • Invoice Date • Order Date • Part Number • Part Description • Sell UOM • Contract Unit Price • Contract Ext Price • List Unit Price or Reference Unit Price • Customer Reference • Ship Address 1 • Point of Contact • Include Discount Coding Structure	Yes	Yes
D. Reporting Information Policy: It is the business practice of Purchasing not to volunteer the reporting, sales, or usage data of contracted vendors with other vendors in order to facilitate mutually beneficial and trusting relationships. All ITN information and proposal pricing submitted and opened becomes subject to the Public Records Law set forth in Chapter 119.	Yes	Yes
E. Remediation: In the event pricing or discount levels reflected on invoices do not match the pricing levels as stated in the agreement, UF and Vendor will work together to calculate and issue an appropriate credit. Compliance and remediation will begin being monitored and calculated 2 weeks from signature date.	Yes	Yes
V. Campus Access and Promotion	POSS LLC Agrees	UF Agrees
A. Campus Notification: Details of agreement will be posted and promoted on the University website and through University purchasing departments.	Yes	Yes
B. Vendor Access: Vendor will be permitted to promote and sell throughout the University.	Yes	Yes
C. Vendor Shows and Forum: Vendor will have the ability to participate and host vendor/product shows on campus as controlled by mutually agreed to Terms and Conditions. Vendor-sponsored educational marketing events should be coordinated through Purchasing so proper support and campus notification can take place.	Yes	Yes

Signature: Cassie Mills

Name/Title: Cassie Mills Taylor/Vice President

Date: November 13, 2024

Vendor: POSS LLC (POSS Medical)

Signature: Taylor Jantz

Name/Title: Taylor Jantz

Senior Vice President & CFO

Date: 12/4/2024 | 8:20 AM EST

University

<u>Buyer Grouping</u>	<u>Discount Type</u>	<u>Manufacturer Name</u>	<u>Discount %</u>	<u>Discount Description</u>
Medical/Surgical Products	Manufacturer of Item Based	AccuTec Inc	20%	AccuTec Inc Products
Medical/Surgical Products	Manufacturer of Item Based	Anexa Biomedical Inc.	15%	Anexa Biomedical Inc. Products
Medical/Surgical Products	Manufacturer of Item Based	Bio Protech USA, Inc.	15%	Bio Protech USA, Inc. Products
Medical/Surgical Products	Manufacturer of Item Based	Blickman Industries, LLC	10%	Blickman Industries, LLC Products
Medical/Surgical Products	Manufacturer of Item Based	Cables and Sensors LLC	20%	Cables and Sensors LLC Products
Diagnostic	Manufacturer of Item Based	Clarity Diagnostics, LLC	30%	Clarity Diagnostics, Inc Products
Medical/Surgical Products	Manufacturer of Item Based	CNF Medical	10%	CNF Medical Products
Medical/Surgical Products	Manufacturer of Item Based	CP Medical	10%	CP Medical Sutures
Medical/Surgical Products	Manufacturer of Item Based	DUKAL	15%	DUKAL Products
Medical/Surgical Products	Manufacturer of Item Based	Dynarex	25%	Dynarex Products
Medical/Surgical Products	Manufacturer of Item Based	Fabrication Enterprises Inc	5%	Fabrication Enterprises Inc
Other	Manufacturer of Item Based	Hydro-Systems	20%	Hydro-Systems Products
Medical/Surgical Products	Manufacturer of Item Based	Innovative Healthcare Corporation	25%	Innovative Healthcare Corporation Products
Other	Manufacturer of Item Based	Minigrip, LLC	10%	Medegen Medical Products
Medical/Surgical Products	Manufacturer of Item Based	Metier Medical Limited	20%	Metier Medical Limited Products
Other	Manufacturer of Item Based	Minigrip, LLC	10%	Minigrip, LLC Products
Medical/Surgical Products	Manufacturer of Item Based	Myco Medical Supplies	30%	Myco Medical Supplies Products
Medical/Surgical Products	Manufacturer of Item Based	Nipro Medical Corporation	40%	Nipro Medical Corporation Products
Medical/Surgical Products	Manufacturer of Item Based	Parker Laboratories, Inc.	15%	Parker Laboratories, Inc. Products
Other	Manufacturer of Item Based	POSS Medical	26%	POSS Can Liners
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	40%	POSS Gauze Sponges
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	23%	POSS Instrument Cleaners
Other	Manufacturer of Item Based	POSS Medical	26%	POSS Liquid Chemicals
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	40%	POSS Nitrile Gloves
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	23%	POSS PPE Apparel
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	33%	POSS Sterile Equipment Covers
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	36%	POSS Sterile Packs/Kits
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	33%	POSS Sterile Surgical Drapes
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	33%	POSS Sterile Surgical Gowns
Medical/Surgical Products	Manufacturer of Item Based	POSS Medical	35%	POSS Underpads
Medical/Surgical Products	Manufacturer of Item Based	PTS Diagnostics	10%	PTS Diagnostics
Equipment/Instruments	Manufacturer of Item Based	Seller Precision Microscopes	10%	Seiler Precision Microscopes
Medical/Surgical products	Manufacturer of Item Based	Sempermed, USA, Inc.	35%	Sempermed, USA, Inc. Products
Medical/Surgical Products	Manufacturer of Item Based	SS Medical Products LLC	20%	SS Medical Products LLC Products
Medical/Surgical Products	Manufacturer of Item Based	Supply Source	23%	Supply Source Products
Medical/Surgical Products	Manufacturer of Item Based	TIDI Products	25%	TIDI Products
Medical/Surgical Products	Manufacturer of Item Based	TrueCare Biomedix	25%	TrueCare Biomedix Products
Medical/Surgical Products	Manufacturer of Item Based	UNIPACK	20%	UNIPACK Products
Medical/Surgical Products	Manufacturer of Item Based	Waldmann Lighting	10%	Waldmann Lighting Products
Medical/Surgical Products	Manufacturer of Item Based	Wallcur	5%	Wallcur Products

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**POSS LLC**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see Instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

**3969 N. CENTURY PARK CIRCLE**

Requester's name and address (optional)

6 City, state, and ZIP code

**TALLAHASSEE, FL 32304**

7 List account number(s) here (optional)

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

3 6 - 4 7 5 9 9 8 5

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign  
Here

Signature of  
U.S. person ►

Date ►

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



# QUOTATION

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197



Order Number	
1011680	
Order Date	Page
01/08/2026 14:42:28	1 of 2

Quote Expires On: 03/09/2026

## Bill To:

Gadsden Technical College  
201 Martin Luther King Jr. Blvd  
Quincy, FL 32351  
US

## Ship To:

Gadsden Technical College  
201 Martin Luther King Jr. Blvd  
Quincy, FL 32351  
US

850-875-8324

Attn: Doris Drake

Requested By: Doris Drake

Customer ID: 11325

PO Number					Ship Route	Taker		
Lab Equipment						CARTER.LEE		
Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Price	Price
Unit Size						Unit Size		
3.000	0.000	3.000	EA		382400	EA	1,771.9000	5,315.70
			1.0		Kangaroo ePump Enteral Feeding Pump	1.0		
					1/each			
1.000	0.000	1.000	EA		10702	EA	2,195.0000	2,195.00
			1.0		Patient Lift, Sit-To-Stand, Electric	1.0		
1.000	0.000	1.000	EA		10700	EA	1,275.0000	1,275.00
			1.0		Electric Patient Lift	1.0		
5.000	0.000	5.000	EA		A36-86	EA	723.8739	3,619.37
			1.0		Brookhaven 3 drawer dresser	1.0		
1.000	0.000	1.000	EA		500KGAD	EA	609.8500	609.85
			1.0		Digital Eye Lvl Stand Scale w/Height Rod	1.0		
5.000	0.000	5.000	EA		FL28C	EA	7,195.0000	35,975.00
			1.0		Stryker GoBed 2 REFURBISHED	1.0		
					Stryker Go Bed II Med Surg Hospital Bed with			
					Siderails, Full Power and Headboard, w/ mattress			
2.000	0.000	2.000	EA		4356	EA	299.0000	598.00
			1.0		IV Stand - Five Caster, 4 Hook	1.0		
2.000	0.000	2.000	EA		71WT-B	EA	3,619.8500	7,239.70
			1.0		Welch Allyn Connex Patient Monitor	1.0		
					Spot Check and Vital Signs Monitoring, NIBP,			
					SpO2, SureTemp Plus Thermometer AC			
					Power/Battery Operated			
2.000	0.000	2.000	EA		7000-MS3	EA	589.5000	1,179.00
			1.0		Welch Allyn Connex Classic Mobile Stand	1.0		

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197

**QUOTATION**

Order Number	
1011680	
Order Date	Page
01/08/2026 14:42:28	2 of 2

Quote Expires On: 03/09/2026

Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Price	Price
			Unit Size			Unit Size		
Mobile Classic Stand with Basket, For Use with Welch Allyn Connex Spot Monitors								
2.000	0.000	2.000	EA		B021-86	EA	2,088.9500	4,177.90
				1.0	Brookhaven 30" 2/DR/2 DRWR WARD Custom 30" Depth, Flush Tops	1.0		
6.000	0.000	6.000	EA		GL044-0613	EA	39.9500	239.70
				1.0	Quad Wire Glove Box Dispenser Coated, Universal Hanging	1.0		
5.000	0.000	5.000	EA		GF8902	EA	99.0000	495.00
				1.0	OVERBED TABLE, NON-TILT LUMEX	1.0		
3.000	0.000	3.000	EA		AVPCXL10-CSHDC-N1-STK	EA	4,107.6000	12,322.80
				1.0	STOCK CART, PCXL, 1NARC, D103-U103	1.0		
2.000	0.000	2.000	EA		SB51891-D	EA	3,985.0000	7,970.00
				1.0	Clinical Chloe Advanced Patient Care Sim	1.0		
1.000	0.000	1.000	EA		SB51891-M	EA	3,985.0000	3,985.00
				1.0	Clinical Chloe Advanced Patient Care Sim	1.0		

Total Lines: 15

**SUB-TOTAL:** 87,197.02**TAX:** 0.00

Total Freight In: 0.00

Total Freight Out: 7,985.89

**TOTAL FREIGHT:** 7,985.89**DELIVERY:** 2,495.00**AMOUNT DUE:** 97,677.91

U.S. Dollars



# QUOTATION

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197



Order Number	
1011682	
Order Date	Page
01/08/2026 14:55:40	1 of 6

Quote Expires On: 03/09/2026

## Bill To:

Gadsden Technical College  
201 Martin Luther King Jr. Blvd  
Quincy, FL 32351  
US

## Ship To:

Gadsden Technical College  
201 Martin Luther King Jr. Blvd  
Quincy, FL 32351  
US

850-875-8324

Attn: Doris Drake

Requested By: Doris Drake

Customer ID: 11325

PO Number					Ship Route	Taker		
Lab Supplies						CARTER.LEE		
Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Unit Size	Item Description	UOM	Price	Price
1.000	0.000	1.000	DZ		4143680	DZ	70.1050	70.11
				1.0	Muslin Fitted Sheet - White, 36x80x9	1.0		
					2 dz/cs			
1.000	0.000	1.000	DZ		4146604	DZ	67.2500	67.25
				1.0	Muslin Flat Sheet - White, 66x104	1.0		
					2 dz/cs			
1.000	0.000	1.000	DZ		4144234	DZ	15.5700	15.57
				1.0	Muslin Pillowcase - White, 42x34	1.0		
					12/dz			
5.000	0.000	5.000	EA		2417401	EA	487.9059	2,439.53
				1.0	Heritage Bedspread - Sea Blue, 74x100	1.0		
3.000	0.000	3.000	EA		501PD	EA	118.5318	355.60
				1.0	Practi-Injecta Pad	1.0		
					(7" x 7" x 2 5) Qty: 1 PRACTI-INJECTA PADS			
					(NOT FOR HUMAN OR ANIMAL USE. FOR			
					TRAINING PURPOSES ONLY. NAME AND			
					CONTENTS SUBJECT TO CHANGE).			
1.000	0.000	1.000	PK		REM-INJ-LG-01L	PK	128.7529	128.75
				1.0	"Patrick" Large Injection Pad	1.0		
					6" x 6" x 1-3/4", includes 3 Remedy's Epidermis			
					layer *NOT FOR HUMAN OR ANIMAL USE.			
					FOR TRAINING PURPOSES ONLY.			
1.000	0.000	1.000	BX		1503	BX	99.0000	99.00
				1.0	Patient ID Band 500/bx	1.0		
					ID BAND PATIENT 500/BX GRAFCO			

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197



# QUOTATION

Order Number	
1011682	
Order Date	Page
01/08/2026 14:55:40	2 of 6

Quote Expires On: 03/09/2026

Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Price	Price
			Unit Size			Unit Size		
3.000	0.000	3.000	CS		Q55172	CS	138.9000	416.70
				1.0	Super Sani-Cloth Wipe Germicidal	1.0		
					Disinfectant Wipe; Isopropyl Alcohol; 6"x6";			
					160sheets/cn; 12 cn/case			
10.000	0.000	10.000	BX		ASR300	BX	29.0000	290.00
				1.0	ASSURE Nitrile Glove 3.5mil LRG	1.0		
					Exam, Blue, Chemo-Test, Fentanyl-Rated			
					(200/bx; 10 bx/cs)			
10.000	0.000	10.000	BX		ASR200	BX	29.0000	290.00
				1.0	ASSURE Nitrile Glove 3.5mil MED	1.0		
					Exam, Blue, Chemo-Test, Fentanyl-Rated			
					(200/bx; 10 bx/cs)			
10.000	0.000	10.000	BX		ASR100	BX	29.0000	290.00
				1.0	ASSURE Nitrile Glove 3.5mil Small	1.0		
					Exam, Blue, Chemo-Test, Fentanyl-Rated			
					(200/bx; 10 bx/cs)			
10.000	0.000	10.000	BX		ASR350	BX	29.0000	290.00
				1.0	ASSURE Nitrile Glove 3.5mil XL	1.0		
					Exam, Blue, Chemo-Test, Fentanyl-Rated			
					(200/bx; 10 bx/cs)			
3.000	0.000	3.000	EA		683CA	EA	15.0171	45.05
				1.0	Practi-Chewable Aspirin (81mg) Oral Med	1.0		
					Qty: 36 PRACTI-ORAL MEDICATIONS:			
					BOTTLE, LOOSE OR BULK (NOT FOR			
					HUMAN OR ANIMAL USE. FOR TRAINING			
					PURPOSES ONLY. NAME AND CONTENTS			
					SUBJECT TO CHANGE).			
2.000	0.000	2.000	EA		1520PN	EA	28.8000	57.60
				1.0	Practi-Insulin Pen Trainer	1.0		
					Qty 1 PRACTI-PRE-FILLED SYRINGES &			
					CRASH CODE MEDS (NOT FOR HUMAN			
					OR ANIMAL USE. FOR TRAINING			
					PURPOSES ONLY. NAME AND CONTENTS			
					SUBJECT TO CHANGE).			
2.000	0.000	2.000	EA		478SC	EA	132.3000	264.60
				1.0	Practi-Sodium Chloride 0	1.0		

# QUOTATION

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197



Order Number	
1011682	
Order Date	Page
01/08/2026 14:55:40	3 of 6

Quote Expires On: 03/09/2026

Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Price	Price
			Unit Size			Unit Size		
					0.09 (3 08 mOsmol/10 mL Vial) Qty: 30 PRACTI-DRUG SPECIFIC VIALS & POWDERS (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).			
2.000	0.000	2.000	EA		494SC	EA	141.9000	283.80
				1.0	Practi-Bacteriostatic Sodium Chloride 0.9% 30 mL Vial Qty: 30 PRACTI-DRUG SPECIFIC VIALS & POWDERS (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).	1.0		
50.000	0.000	50.000	BX		PFSFS10	BX	26.4400	1,322.00
				1.0	Safe-T-Flush Normal Saline Syringe 10ml Pre-Filled Flush Syringe (30/bx; 10bx/cs)	1.0		
1.000	0.000	1.000	BX		3642	BX	40.5000	40.50
				1.0	View Guard Transparent Dress 2-3/8X2.75 100/bx; 4 bx/cs	1.0		
1.000	0.000	1.000	CS		3643	CS	170.0000	170.00
				4.0	ViewGuard Transparent Dressings 4X4-3/4 Sterile, 50/bx; 4 bx/cs	4.0		
1.000	0.000	1.000	CS		3037	CS	233.0182	233.02
				12.0	DynaFoam Bordered Foam Dressing 4X4 Waterproof, (10/bx; 12bx/cs)	12.0		
1.000	0.000	1.000	CS		3026	CS	112.0000	112.00
				12.0	DynaGinate Calcium Alginate Dressing 2x2	12.0		
3.000	0.000	3.000	CS		5006	CS	141.0667	423.20
				1.0	Foley Catheter Tray Closed Circuit 16 FR	1.0		
5.000	0.000	5.000	EA		1202NS	EA	54.5723	272.86
				1.0	Practi-Nasal Spray (30 mL - 30 g) Qty: 5 PRACTI-ACCESSORIES (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).	1.0		
2.000	0.000	2.000	EA		407TU	EA	90.0185	180.04
				1.0	Practi-Tuberculin PPD	1.0		

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197



# QUOTATION

Order Number	
1011682	
Order Date	Page
01/08/2026 14:55:40	4 of 6

Quote Expires On: 03/09/2026

Quantities					Item ID	Pricing UOM	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	Unit Size		
					1 mL Vial Qty: 40 PRACTI-DRUG SPECIFIC VIALS & POWDERS (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).			
3.000	0.000	3.000	BX		3552	BX	11.3625	34.09
				1.0	Paper Medical Tape 1"X10yd (12/bx 12bx/cs)	1.0		
2.000	0.000	2.000	EA		417MP	EA	90.0185	180.04
				1.0	Practi-Powder White 2 mL Vial Qty: 40 PRACTI-POWDERS & PRACTI-VIALS (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).	1.0		
1.000	0.000	1.000	EA		9405REG	EA	100.3569	100.36
				1.0	Practi-Regular Insulin 10 mL Vial Qty: 40 PRACTI-INSULIN VIALS (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).	1.0		
1.000	0.000	1.000	EA		9405NPH	EA	100.3569	100.36
				1.0	Practi-NPH Insulin 10 mL Vial Qty: 40 PRACTI-INSULIN VIALS (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).	1.0		
1.000	0.000	1.000	EA		8100DF	EA	125.4646	125.46
				1.0	Practi-Fentanyl Patch Qty: 100 PRACTI-ACCESSORIES (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).	1.0		
1.000	0.000	1.000	EA		77700	EA	125.4646	125.46
				1.0	Practi-Nitroglycerin Patch (0 4 mg/hr) Qty: 100 PRACTI-ACCESSORIES (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).	1.0		
1.000	0.000	1.000	EA		431PA	EA	131.3723	131.37

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197



# QUOTATION

Order Number	
1011682	
Order Date	Page
01/08/2026 14:55:40	5 of 6

Quote Expires On: 03/09/2026

Quantities					Item ID	Pricing	Unit	Extended
Ordered	Allocated	Remaining	UOM	Disp.	Item Description	UOM	Price	Price
				1.0	Practi-Amp 5 mL	1.0		
					Qty: 100 PRACTI-AMPULES (NOT FOR HUMAN OR ANIMAL USE. FOR TRAINING PURPOSES ONLY. NAME AND CONTENTS SUBJECT TO CHANGE).			
1.000	0.000	1.000	BX		1250	BX	15.3667	15.37
				1.0	Lubricating Jelly - 2.7g Individual Pack	1.0		
					(144/BX; 12 BX/CS)			
1.000	0.000	1.000	BX		INSY29G051-S1ML	BX	48.6667	48.67
				1.0	RELI Safety Insulin Syringe 1ml 29GX1/2	1.0		
					Sterile, 100/bx			
1.000	0.000	1.000	EA		10742LG	EA	89.3333	89.33
				1.0	Full Body Slings with Commode Opening	1.0		
					Full Body Sling w/ Commode Opening - Mesh			
					Large, Blue 1/bx			
1.000	0.000	1.000	EA		10747LG	EA	90.6667	90.67
				1.0	Sit-to-Stand Sling Large, Blue 1/bx	1.0		
					Sit-to-Stand Sling Large, Blue 1/bx			
1.000	0.000	1.000	CS		3020	CS	117.8182	117.82
				1.0	Dynarex Hydrocolloid Dressing 4X4	1.0		
					DynaDerm - Hydrocolloid Foam 4" x 4" 12/5/cs			
1.000	0.000	1.000	KT		310PA	KT	179.9000	179.90
				1.0	Practi-Amp 2 mL Tint (100 vials)	1.0		
					Practi-Amp 2 mL Tint (100 vials)			
1.000	0.000	1.000	CS		INSY29G051-S.5ML	CS	34.9091	34.91
				1.0	Reli® Safety Insulin Syringe, 0.5ml, 29G	1.0		
					Reli® Safety Insulin Syringe, 0.5ml, 29G x 1/2",			
					100ea/bx, 24bx/cs			
1.000	0.000	1.000	KT		VINYL-MLT	KT	166.9527	166.95
				1.0	Welch Allyn Blood Pressure Cuff Set	1.0		
					Welch Allyn Blood Pressure Cuff Set, 8 Cuffs,			
					Sizes 6 to 13, Assorted Connectors			

# QUOTATION

POSS LLC

2910 Kerry Forest Parkway  
D4 Box 202  
Tallahassee, FL 32309  
850-661-4197



Order Number	
1011682	
Order Date	Page
01/08/2026 14:55:40	6 of 6

Quote Expires On: 03/09/2026

Quantities					Item ID	Pricing		
Ordered	Allocated	Remaining	UOM	Unit Size	Item Description	UOM	Unit Price	Extended Price
						Unit Size		

Total Lines: 39

**SUB-TOTAL:** 9,697.94

**TAX:** 0.00

Total Freight In: 0.00

Total Freight Out: 971.65

**TOTAL FREIGHT:** 971.65

**AMOUNT DUE:** 10,669.59

U.S. Dollars

## SUMMARY SHEET

### RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

**AGENDA ITEM NO.** 9a

**DATE OF SCHOOL BOARD MEETING:** January 27, 2026

**TITLE OF AGENDA ITEM:** Purchase Order Request for Generator

**DIVISION:** Facilities

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

**PURPOSE AND SUMMARY OF ITEM:** This request is for the School Board approval to issue a purchase order to Ring Power in the amount of \$62,079.00 for a generator at Havana Magnet School. This is part of the FDEM reimbursement grant contract #4680-013-R. This generator will provide critical backup power during emergencies, ensuring continued operation of essential systems such as lighting, communications, safety equipment, and instructional technology during power outages. The addition of this generator will help prevent instructional and operational downtime, support emergency response efforts, protect equipment, and enhance overall campus safety and preparedness. This investment strengthens the school's ability to maintain continuity of learning and operations while safeguarding students, staff, and facilities.

**FUND SOURCE:** FEMA

**AMOUNT:** \$62,079.00

**PREPARED BY:** Brenton Hudson 

**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       

REVIEWED BY: 



**Ring Power**

**Ring Power Corporation**

32000 Blue Star Hwy

Midway, FL 32303

### QUOTE PER THE FLORIDA SHERIFF'S ASSOCIATION CONTRACT

<b>Date:</b> 1/6/2026	<b>Quote Number:</b> 31163957
<b>Quote Prepared For:</b> Gadsden County Schools	<b>Estimated Shipping Lead-time:</b> 20-28 weeks
FSA Contract Price	<b>Shipping VIA/FOB:</b> JOBSITE
<b>Attention:</b> Brenton Hudson	<b>Estimated Submittal Lead Time:</b> 4-6 weeks
<b>Location:</b> Havana Magnet	
<b>One (1) New Caterpillar , D30 30kW/37kVA Standby, 1800 RPM</b>	
<b>277/480V Diesel EPA Stationary Standby Generator, UL2200</b>	

#### CONTRACT DETAILS

Florida Sheriff's Association  
 Bid # FSA23-EQU21.1 Equipment  
 Item # 184 Group: Caterpillar D60, 60kW Diesel Generator Package  
 Contract Dates: October 1, 2023 through September 30,2026

#### GENERATOR SPECIFICATION

D60- 60kW	Base Bid 60W Diesel Generator Package	\$44,100
D30	DOWNGRADE TO BASE D30 CATERPILLAR DIESEL GENERATOR, NO TANK, ENCLOSURE, OR EXHAUST40kW Caterpillar Diesel One (1) Generator Mounted Breaker 60A LSI Adjustable Battery Charger 10A, Alternator Space Heater and Jacket Water Heater Caterpillar GCCP1.2 Control Panel, Alarms HWT, LOP, OC, OS Low Coolant Level Shutdown, Low Coolant Temp Alarm, Gen Run Contacts Electronic Governor & PMG Excitation One (1) day start-up/commissioning and three (3) Hour Load test	<del>-\$16,780</del>
<b>TOTAL GENERATOR PRICE</b>		<b>\$27,320</b>

#### GENERATOR NON SPECIFIED OPTIONS 10% DISCOUNT

ENC5AC6	Steel Sound Attenuated Enclosure with muffler	\$2,816
FTDW056	INTEGRAL TANK BASE, - 72HR 192-gallons	\$5,272
FTRISE	Fuel Tank Riser 2"	\$748
FSC05G	5-gallon spill bucket	\$510
	Less 10% Sheriff Contract Discount	<del>\$935</del>
<b>TOTAL GENERATOR PRICE</b>		<b>\$8,411</b>

#### COMPLETE CUSTOM INSTALLATION-TURNKEY COST PLUS 18% (13% overhead & 5% Profit)

Electrical	Electrical install reusing pad and wire	\$22,720
ESTOP	Break glass Estop w/Cover	\$718
ATS 100	(1) ASCO 300G Open Trans 100A, 3-pole, N1, 11BE, 18XR	\$2,910



<b>TOTAL INSTALLATION PRICE</b>	<b>\$26,348</b>
<b>TOTAL GENERATOR</b>	<b>\$62,079</b>

**Notes:**

**No SALES TAX Included.**

**No Fuel Included.**

**No Lightning Protection Included.**

**Caterpillar Standard Warranty is Two (2) Years/2500 hours.**

**All Labor Quoted is Regular Hours Monday – Friday 8:00am-4:00pm.**

**No NETA Testing Included. No Inferred testing Included.**

**Delivered to job site, and set in place.**

**One Day Start-up and Battery Included in DMS Base Bid.**

**Registering of the fuel tanks over 550-gallons with FDEP is the Owners Responsibility.**

**The scope of this proposal does not include any soil testing, or modifications to the site layout, or utility (storm, sewer, etc....) infrastructure, and such as Civil and Structural are not included.**

**All Existing Wire is assumed to be good, and reused.**

**Exclude any and all warranties/liabilities or proper operation of any existing equipment to be reused.**

**No Locate (GPR), land surveying, protection fencing, screen walls have been included in the quote.**

**No Landscaping is Included. No Bollards are Included.**

**No Temporary Generator or Power Included for Cut over of Transfer Switch.**

**No Breaker Coordination Study, Breaker setting included.**

*Recent changes in North American trade policies have introduced new tariffs on various imported goods. Specifically, the U.S. has imposed a 25% tariff on imports from Canada and Mexico, affecting products that do not meet the United States-Mexico-Canada Agreement (USMCA) origin rules. Additionally, certain Canadian imports, including energy products, face a separate 10% tariff.*

*We are actively monitoring the situation and working to mitigate any potential disruptions to ensure we continue to provide high-quality products and services to our customers. In some instances, it may be necessary for Ring Power to pass along these increased costs and will communicate the potential impact as soon as reasonably known. We appreciate your understanding and support as we navigate these changes*

**Best regards,**



**Mike Acree**

**Generator Sales Consultant**

**Ring Power Corporation**

## SUMMARY SHEET

### RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 9b

DATE OF SCHOOL BOARD MEETING: January 27, 2026

TITLE OF AGENDA ITEM: Request to Finance

DIVISION: Facilities

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

**PURPOSE AND SUMMARY OF ITEM:** This request is for School Board approval of a financing agreement for the resurfacing of the existing track at Gadsden County High School in the amount of \$ 564,270.00 to Rekortan Track Surfacing and financed by NCL Government Capital at \$100,829.17 annually for seven (7) years, allowing the district to avoid a large one-time expenditure while responsibly managing costs over time. Approval will allow the Facilities Department to move forward with a qualified track surfacing company to complete long-needed improvements to the track. The track at the high school has been unusable for several years due to deterioration and safety concerns. This project will restore the track to a fully functional condition, allowing student athletes in the track and field program to train and compete safely on campus. A properly surface track is essential for reducing the risk of injury, supporting effective training, and ensuring equitable athletic opportunities for students. Completion of this project will also allow Gadsden County High School to host track meets, eliminating the ongoing need for teams to travel off campus for competitions. Hosting events on-site will benefit students, families, and the broader community by increasing school pride, community engagement, and the overall beautification of school facilities.

**FUND SOURCE:** INSURANCE DOLLARS

**AMOUNT:** \$564,274.00 total (finance by NCL at \$100,829.17 annually)

**PREPARED BY:** Brenton Hudson *BEH*

**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

REVIEWED BY: *[Signature]*



AN **AstroTurf Corporation** GLOBAL BRAND

**Date:** October 29, 2025  
**Project:** Gadsden County HS  
**Location:** 27001 Blue Star Hwy, Havana, FL 32333  
**Scope:** Sitework & Track Surfacing  
**Track Area:** 5,358 SY

Rekortan appreciates the opportunity to provide you with a proposal for **Rekortan® Track Surfacing** (manufactured by Advanced Polymer Technologies) to be installed at Gadsden County High School.

#### Sitework & Track Surfacing

Rekortan BSS (Red with Medium Grey Exchange Zones) = **\$564,270.00**

#### Add Alternates

Rekortan M Traditional (Red with Medium Grey Exchange Zones) = ADD \$72,400.00

Remove Channel Drain & Add Concrete Curb = ADD \$134,355.00

- Remove existing Channel Drain (approx. 1,320 LF)
- Form, place, and pour new 6" x 12" concrete curb (approx. 2,640 LF)

#### INCLUSIONS

- **Pricing based on AEPA Cooperative Purchasing Contract #24-100**
- **SITWORK - ASPHALT**
  - Mill existing track to an approximate depth of 2"; millings to be removed.
  - Laser grade & compact existing base material.
  - If existing asphalt thickness is greater than 2" and/or additional limerock base material is required, additional charges will apply.
  - Pave 2" SP 9.5 RAP asphalt mix for running track.
- **TRACK SURFACING**
  - Installation of approximately **5,358 SY** of the selected **Rekortan®** track system by experienced crews.
  - Standard 5-year **APT** warranty
  - Track striping per NFHS standards
- Private Wages
- Cleanup and disposal of our debris into dumpsters
- All work must be fully accessible at one mobilization, if not additional mobilization charges may apply

#### EXCLUSIONS

- **Any bonds or bond costs. Bonds available at 1.5%**
- **Sales tax. An acceptable tax-exempt certificate must be provided prior to the commencement of the work.**
  - *Note: Price includes Use Tax as applicable in FL*
- Additional track color options or graphics of any kind not stated in proposal
- Any surfacing other than what is specified in proposal
- Athletic equipment applications of any kind
- Any site work applications not stated in proposal
- All work will be suspended due to rain, temperatures not meeting manufacturer specifications, and/or high winds
- Any survey, layout, certification, testing, geotechnical reports, or inspection costs, other than what is stated in

**POWERED BY sportgroup**

The World's Largest Business Dedicated to Sport Surfaces

2680 ADULTMENT ROAD DAITON CA 94720  
800 723 4845 | [info@ASTROTURF.COM](mailto:info@ASTROTURF.COM)



AN **AstroTurf Corporation** GLOBAL BRAND

scope of work.

- Design, Engineering or Construction Drawings
- Prevailing/Union Wages or Labor
- Fees and/or permits of any kind
- Locating, relocation, removal, and/or repair of any existing utilities
- Any nontypical insurance requirements; if required additional charges may incur (i.e. railroad, pollution, cyber, builders risk)
- Liquidated damages and/or actual damages due to scheduling or time constraints
- Anything not specifically included in stated scope of work

*\*\*If track surfacing is to be installed over concrete, concrete surfaces are not to receive cure and seal products and should have a light broom finish. Concrete shall have a 75% RH value or less and allowed to cure for a minimum of 28 days prior to the installation of the track surface.*

*\*\*Rekortan is only bound to the price, scope, schedule, and conditions of this proposal. Rekortan reserves the right, to revise this proposal prior to issuing a final, binding contract in the event the scope of the subject project changes and/or market conditions affect material or freight cost. Rekortan expressly excludes any liquidated or actual damages or material price increases caused by industry-wide shortages in materials or labor. Furthermore, this proposal contains confidential and proprietary information of **Rekortan**, and it should not be shared by you with any 3<sup>rd</sup> parties other than representatives or advisors retained by you. This proposal is valid for a period of 30 days, at which point in time material and freight costs may be re-calculated and are subject to change. Thank you for the opportunity to provide this proposal. We look forward to working with you!*

*\*\*Deposit and Payment terms based on creditworthiness of the customer. Payments via credit card will incur a 3% fee.*

**Submitted By:**

**Reggie Kohn**

**Regional Sales Manager**

(407) 733-7400

[reggie.kohn@rekortan.com](mailto:reggie.kohn@rekortan.com)

**POWERED BY sportgroup**

The World's Largest Business Dedicated to Sport Surfaces

2680 ABUTMENT ROAD, DALTON, GA 30721  
800 723 5454 | [HELP@ASTROTURF.COM](mailto:HELP@ASTROTURF.COM)



September 5, 2025

Gadsden County High School  
27001 Blue Star Highway  
Havana, Florida 32333

**Re: Tax Exempt Municipal Lease Proposal**

Dear Sir or Madam:

Lease Servicing Center, Inc. dba NCL Government Capital ("NCL") is pleased to propose to Gadsden County High School the following Tax Exempt Municipal Lease transaction as outlined below. Under this transaction, Gadsden County High School would enter into a Tax Exempt Municipal Lease agreement with NCL for the purpose of acquiring Rekortan Track Project. This transaction is subject to formal review and approval by both the Lessor and Lessee.

<b>LESSEE:</b>	Gadsden County High School
<b>LESSOR:</b>	Lease Servicing Center, Inc. dba NCL Government Capital
<b>EQUIPMENT:</b>	Rekortan Track Project
<b>EQUIPMENT COST:</b>	\$564,270.00
<b>DOWN PAYMENT / TRADE-IN:</b>	\$0.00
<b>AMOUNT FINANCED:</b>	\$564,270.00
<b>FUNDING DATE:</b>	November 1, 2025
<b>DEFERRAL DAYS:</b>	0
<b>FIRST PAYMENT DUE:</b>	November 1, 2026
<b>TERM:</b>	7 Years
<b>ANNUAL LEASE PAYMENTS:</b>	\$100,829.17
<b>ALTERNATIVE LEASE OPTIONS:</b>	4 years \$163,926.24
	5 years \$134,356.77

**BALLOON PAYMENT:** \$0.00

**PRICING:** The payments outlined above are locked, provided this proposal is accepted by the Lessee and the transaction closes/funds prior to October 5, 2025.  
After these days, the final payments shall be adjusted commensurately with market rates in effect at the time of funding and shall be fixed for the entire lease term.

**DOCUMENTATION FEE:** \$500 paid to Lessor at closing

**DOCUMENTATION:** Lessor shall provide all of the documentation necessary to close this transaction. This documentation shall be governed by the laws of the State of Lessee.

**TITLE / INSURANCE:** Lessee shall retain title to the equipment during the lease term. Lessor shall be granted a perfected security interest in the equipment and the Lessee shall keep the equipment free from any/all liens or encumbrances during the term. Lessee shall provide adequate loss and liability insurance coverage, naming Lessor as additional insured and loss-payee.

**TAX STATUS:** This transaction must be designated as Tax-Exempt under Section 103 of the IRS code of 1986 as amended.

**SOURCEWELL CONTRACT:** NCL has been competitively bid and awarded a contract through Sourcewell (Formerly NJPA).  
**#092424-NCL** NCL's Sourcewell Contract # is 092424-NCL.

We appreciate this opportunity to offer an NCL Financing Solution. Please do not hesitate to contact me if you have any questions at (320) 763-7600. Acceptance of this proposal is required prior to credit underwriting by NCL. Upon acceptance of this proposal, please scan and e-mail to my attention. Thank you again.

Sincerely,

Katie Vangsness - (320) 763-7600  
katiev@nclgovcap.com

#### ACCEPTANCE

As a duly authorized agent of Gadsden County High School, I hereby accept the proposal as outlined above and intend to close this financing with NCL, subject to final approval.

ACCEPTED: \_\_\_\_\_ DATE: \_\_\_\_\_  
NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_  
PHONE: \_\_\_\_\_

WE ARE PROVIDING THE INFORMATION CONTAINED HEREIN FOR INFORMATIONAL PURPOSES ONLY IN CONNECTION WITH POTENTIAL ARMS-LENGTH COMMERCIAL BANKING TRANSACTIONS. IN PROVIDING THIS INFORMATION, WE ARE ACTING FOR OUR OWN INTEREST AND HAVE FINANCIAL AND OTHER INTERESTS THAT DIFFER FROM YOURS. WE ARE NOT ACTING AS A MUNICIPAL ADVISOR OR FINANCIAL ADVISOR TO YOU, AND HAVE NO FIDUCIARY DUTY TO YOUR OR ANY OTHER PERSON PURSUANT TO SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934. THE INFORMATION CONTAINED IN THIS DOCUMENT IS NOT INTENDED TO BE AND SHOULD NOT BE CONSTRUED AS "ADVICE" WITHIN THE MEANING OF SECTION 15B OF THE SECURITIES EXCHANGE ACT OF 1934 AND THE MUNICIPAL ADVISOR RULES OF THE SEC. WE ARE NOT RECOMMENDING THAT YOU TAKE AN ACTION WITH RESPECT TO THE INFORMATION CONTAINED HEREIN. BEFORE ACTING ON THIS INFORMATION, YOU SHOULD DISCUSS IT WITH YOUR OWN FINANCIAL AND/OR MUNICIPAL, LEGAL, ACCOUNTING, TAX AND OTHER ADVISORS AS YOU DEEM APPROPRIATE. IF YOU WOULD LIKE A MUNICIPAL ADVISOR THAT HAS LEGAL FIDUCIARY DUTIES TO YOU, THEN YOU ARE FREE TO ENGAGE A MUNICIPAL ADVISOR TO SERVE IN THAT CAPACITY.







Brenton Hudson &lt;hudsonbre@gcpsmail.com&gt;

---

**Track Project Budget Breakdown for board meeting**

1 message

**Reggie Kohn** <Reggie.Kohn@rekortan.com>

To: "hudsonbre@gcpsmail.com" &lt;hudsonbre@gcpsmail.com&gt;

Wed, Jan 21, 2026 at 1:29 PM

Brenton,

Here's a simple breakdown of the budget proposal that may be helpful for the board meeting. Let me know if you have any questions.

**Base Bid Includes**

- Milling the existing track as close as possible to the current drain, with the drain remaining in place
- Both runways staying in their current locations and being resurfaced
- Red track with gray exchange zones, as shown in the rendering

**Option 1 – BSS System**

- Total cost: **\$564,270**

**Option 2 – M System**

- Total cost: **\$636,670**
- This is the option you, the superintendent, and the track coach preferred

**Add Alternate (Optional)**

- **\$134,355**
- Remove the existing drain and install an inside curb

**Financing**

- Financing options are included for both system options

**Pricing**

- All pricing is based on 2025 rates



- Cooperative purchasing through AEPA

Please let me know if you have any questions.

Thanks,

Reggie Kohn  
**Regional Sales Manager**  
(407) 733-7400 | [rekortan.com](http://rekortan.com)  
[reggie.kohn@rekortan.com](mailto:reggie.kohn@rekortan.com)



## SUMMARY SHEET

### RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

**AGENDA ITEM NO:** 9c

**DATE OF SCHOOL BOARD MEETING:** 1/27/2026

**TITLE OF AGENDA ITEM:** Surplus Auction

**DIVISION:** Business & Finance

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

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

The District has several items that have been removed from inventory. The majority of items were junked but a few items have some retail value. The District will hold an online auction through GovDeals at no cost to the District. Upon Board approval, the link will be posted to the District's website and social media platforms, as well as on the local newspaper's website. District employees are allowed to participate in the auction provided they do not bid while on duty, and they do not have a conflict of interest.

**FUND SOURCE:** N/A

**AMOUNT:** N/A

**PREPARED BY:** Marleni Bruner

**POSITION:** Director of Finance

---

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



# THE SCHOOL BOARD OF GADSDEN COUNTY

Educating Every Student Today, Making Gadsden Stronger Tomorrow

**Elijah Key, Superintendent of Schools**  
**35 Martin Luther King, Jr. Blvd Quincy, Florida 32351**  
**Main: (850) 627-9651 or Fax: (850) 627-2760**  
[www.GadsdenSchools.org](http://www.GadsdenSchools.org)

## Fixed Assets For Removal

1/27/26

Description	Model	Asset Tag #	Condition
<b>TAGGED ITEMS *Requires Board Approval</b>			
3 Milk coolers (roll away)	Beverage air	00042629 00041682 00043533	Not working
1 Double door refrigerator	True Manufacturing	00041855	Does not work
Bus	2001 International 3800	00200241	Engine leaks oil, mileage 216,947, removed from service 2021 VIN 1HVBBAANX1H387284
<b>UNTAGGED ITEMS</b>			
1 stand up warming cabinet	Victory Manufacturing	No tag	Broken door
80 Computer Monitors	Dell	Ineligible for tag	Old
1 Pallet of phones	3-Com	Ineligible for tag	Old
61 phones	Poly phone	Ineligible for tag	Not tagged items, old
6 smart boards	SMART	No tag	Never used, (Still in box) ** Smart boards were removed from all schools and replaced with NewLine TRUTOUCH panels.
<b>PREVIOUSLY REMOVED ASSETS (Previously Board approved)</b>			
Bus	2000 Bluebird 3800	00200128	Engine leaks oil, mileage 258,706, Board approved removal 10/22/19, VIN 1HVBBAAN4H314423

All items listed above will be available for purchase through an online auction with GovDeals at no cost to the District. Buyers will pay a processing fee. A link to the auction will be available on the District website, through District social media platforms, and with an ad on the newspaper's website.

**Cathy Johnson**  
DISTRICT NO. 1, Vice-Chair  
HAVANA, FL 32333  
MIDWAY, FL 32343

**Steve Scott**  
DISTRICT NO. 2  
QUINCY, FL 32351  
HAVANA, FL 32333

**Leroy McMillian**  
DISTRICT NO. 3, Chair  
CHATTahooCHEE, FL 32324  
GREENSBORO, FL 32330

**Charlie Frost**  
DISTRICT NO. 4  
GRETN, FL 32332  
QUINCY, FL 32352

**Stacey Hannigon**  
DISTRICT NO. 5  
QUINCY, FL 32351

Tag #: 00042629 Active: yes

MASTER INFORMATION

Asset Key: 000004920 Item Code: Type: 4 Vendor: ZCONV 00 Class: 4200013 Model: SMF49Y  
Description 1: FORCED AIR MILK COOLER Manufacturer:  
Description 2: 410,641,0211,0712 Capital Asset: yes

VENDOR INFORMATION

Name: ZCONV Addr1: 35 MARTIN L KING JR BLVD Addr2:  
C/Z/S: QUINCY, FL 32351 Phone: Ext.: Contact:

ACCOUNT NUMBER INFORMATION

Asset: 5000A1340 0000 0000 00000 00000 00000 Source: 5000Q2790 0000 0000 00000 00000 00000 Srice Exp Acct: 5000E7500 6430 9001 00000 00000 00000

QUANTITY INFORMATION

Quantity:	1	Replacement Cost:	2,840.00	Insured Amount:	2,840.00	Purchase Amount:	2,840.00
		Extension:	2,840.00	Extension:	2,840.00	Extension:	2,840.00

PURCHASING INFORMATION

PO Number: 0000198403 Invoice: Inv. Date Check Number: 000111003 Check Date: 08/31/2016

DETAIL INFORMATION

Site: 0211 Site Description: JAMES A SHANKS MIDDLE SCHOOL Bldg: 5 Floor: 1 Room: 7 Department: Qty: 1  
Serial #: 11911205 Purchase Value: 2,840.00 Last Inv Date: Detail Location:

\*\*\*\*\* End of report \*\*\*\*\*

Tag #: 00041682 Active: yes

**MASTER INFORMATION**

Asset Key: 0000004092 Item Code: Type: 4 Vendor: ZCONV 00 Class: 4200013 Model: SMF49  
Description 1: BEVERAGE AIR MILK COOLER Manufacturer:  
Description 2: 410,641,0041,0710 Capital Asset: yes

**VENDOR INFORMATION**

Name: ZCONV Addr1: 35 MARTIN L KING JR BLVD Addr2:  
C/Z/S: QUINCY, FL 32351 Phone: Ext.: Contact:

**ACCOUNT NUMBER INFORMATION**

Asset: 5000A1340 0000 0000 00000 00000 00000 Source: 5000Q2790 0000 0000 00000 00000 00000 Srce Exp Acct: 5000E7500 6430 9001 00000 00000 00000

**QUANTITY INFORMATION**

Quantity:	1	Replacement Cost:	2,583.00	Insured Amount:	2,583.00	Purchase Amount:	2,583.00
		Extension:	2,583.00	Extension:	2,583.00	Extension:	2,583.00

**PURCHASING INFORMATION**

PO Number: 0000197307 Invoice: Inv. Date Check Number: Check Date: 01/07/2015

**DETAIL INFORMATION**

Site: 0041 Site Description: GEORGE W MUNROE ELEMENTARY Bldg: 2 Floor: 1 Room: 1 Department: Qty: 1  
Serial #: 11307408 Purchase Value: 2,583.00 Last Inv Date: Detail Location:

\*\*\*\*\* End of report \*\*\*\*\*

Tag #: 00043533 Active: yes

**MASTER INFORMATION**

Asset Key: 0000005776 Item Code: \_\_\_\_\_ Type: 4 Vendor: CENTRAL 00 Class: 4200013 Model: SM-49Y  
Description 1: MILK BOX Manufacturer: \_\_\_\_\_  
Description 2: 410,641,0091,0715 Capital Asset: yes

**VENDOR INFORMATION**

Name: CENTRAL PRODUCTS, LLC Addr1: PO BOX 78070 Addr2: \_\_\_\_\_  
C/Z/S: INDIANAPOLIS, IN 46278 Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Contact: \_\_\_\_\_

**ACCOUNT NUMBER INFORMATION**

Asset: 5000A1340 0000 0000 00000 00000 00000 Source: 5000Q2790 0000 0000 00000 00000 00000 Sree Exp Acct: 5000E7500 6430 9001 00000 00000 00000

**QUANTITY INFORMATION**

Quantity: <u>1</u>	Replacement Cost: <u>2,942.66</u>	Insured Amount: <u>2,942.66</u>	Purchase Amount: <u>2,942.66</u>
	Extension: <u>2,942.66</u>	Extension: <u>2,942.66</u>	Extension: <u>2,942.66</u>

**PURCHASING INFORMATION**

PO Number: 0000199971 Invoice: \_\_\_\_\_ Inv. Date: \_\_\_\_\_ Check Number: \_\_\_\_\_ Check Date: 10/20/2017

**DETAIL INFORMATION**

Site: 0091 Site Description: HAVANA MAGNET SCHOOL Bldg: 12 Floor: 1 Room: 1234 Department: \_\_\_\_\_ Qty: 1  
Serial #: 12408247 Purchase Value: 2,942.66 Last Inv Date: \_\_\_\_\_ Detail Location: \_\_\_\_\_  
Assigned To: \_\_\_\_\_

\*\*\*\*\* End of report \*\*\*\*\*

Tag #: 00041855 Active: yes

**MASTER INFORMATION**

Asset Key: 0000004256 Item Code: \_\_\_\_\_ Type: 4 Vendor: ZCONV 00 Class: 4090300 Model: TS49  
Description 1: TRUE REFRIG Manufacturer: \_\_\_\_\_  
Description 2: 410,641,0061,0708 Capital Asset: yes

**VENDOR INFORMATION**

Name: ZCONV Addr1: 35 MARTIN L KING JR BLVD Addr2: \_\_\_\_\_  
C/Z/S: QUINCY, FL 32351 Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Contact: \_\_\_\_\_

**ACCOUNT NUMBER INFORMATION**

Asset: 5000A1340 0000 00000 00000 00000 00000 Source: 5000Q2790 0000 0000 00000 00000 00000 Srce Exp Acct: 5000E7500 6430 9001 00000 00000 00000

**QUANTITY INFORMATION**

Quantity: 1 Replacement Cost: 2,970.00 Insured Amount: 2,970.00 Purchase Amount: 2,970.00  
Extension: 2,970.00 Extension: 2,970.00 Extension: 2,970.00

**PURCHASING INFORMATION**

PO Number: 0000187777 Invoice: \_\_\_\_\_ Inv. Date: \_\_\_\_\_ Check Number: \_\_\_\_\_ Check Date: 06/30/2015

**DETAIL INFORMATION**

Site: 0091 Site Description: HAVANA MAGNET SCHOOL Bldg: 12 Floor: 1 Room: 1233 Department: \_\_\_\_\_ Qty: 1  
Serial #: 8538630 Purchase Value: 2,970.00 Last Inv Date: \_\_\_\_\_ Detail Location: \_\_\_\_\_  
Assigned To: \_\_\_\_\_

\*\*\*\*\* End of report \*\*\*\*\*

Asset Key: 0000006248 Active: Yes

MASTER INFORMATION

Item Code: \_\_\_\_\_ Type: 5 \_\_\_\_\_ Vendor: ZCONV 00 Class: 5000015 \_\_\_\_\_ Model: 01 \_\_\_\_\_  
Description 1: BUS \_\_\_\_\_ Manufacturer: INTERNATIONAL \_\_\_\_\_  
Description 2: \_\_\_\_\_ Capital Asset: Yes \_\_\_\_\_

VENDOR INFORMATION

Name: ZCONV \_\_\_\_\_ Addr1: 35 MARTIN L KING JR BLVD \_\_\_\_\_ Addr2: \_\_\_\_\_  
C/Z/S: QUINCY, FL 32351 \_\_\_\_\_ Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Contact: \_\_\_\_\_

ACCOUNT NUMBER INFORMATION

Asset: 5000A1350 0000 0000 00000 00000 Source: 5000Q2790 0000 0000 00000 00000 Srice Exp Acct: 5000E7500 6430 9001 00000 00000

QUANTITY INFORMATION

Quantity: 1 Replacement Cost: 57,466.00 Insured Amount: 57,466.00 Purchase Amount: 57,466.00  
Extension: 57,466.00 Extension: 57,466.00 Extension: 57,466.00

PURCHASING INFORMATION

PO Number: 0000000000 Invoice: \_\_\_\_\_ Inv. Date \_\_\_\_\_ Check Number: \_\_\_\_\_ Check Date: 04/13/2001

DETAIL INFORMATION

Site: 9003 Site Description: TRANS. DEPT-SCHOOL BD GADSDEN Bldg: 00 Floor: 1 Room: 0000 Department: \_\_\_\_\_ Qty: 1  
Tag #: 00200241 Serial #: IHVNNANX1H387284 Purchase Value: 57,466.00 Last Inv Date: \_\_\_\_\_ Detail Location: \_\_\_\_\_  
Assigned To: \_\_\_\_\_

\*\*\*\*\* End of report \*\*\*\*\*



# Bus Inspection Form

<b>Inventory ID</b> NA	<b>Asset Number</b> NA	<b>Fair Market Value:</b>
<b>Short Description:</b>		
Year <u>2001</u>	Make <u>International</u>	Model <u>3800</u>
<b>VIN:</b> <u>1HVBBAANX1H387284</u> <b>Title:</b> <input checked="" type="checkbox"/> Clean Title <input type="checkbox"/> Salvage Title <input type="checkbox"/> Court Documents Only <input type="checkbox"/> SF97 Form <input type="checkbox"/> No Title <input type="checkbox"/> Other		
<b>Mileage/Odometer:</b> <u>216,947</u> <input type="checkbox"/> Mi <input type="checkbox"/> Km <input type="checkbox"/> Hrs <b>Odometer Accurate?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		
<b>Long Description:</b>		
Primary use for Bus: <u>Student transport</u> # of Passengers: <u>77</u> This vehicle: <input checked="" type="checkbox"/> Starts <input type="checkbox"/> Starts with a Boost and <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> <b>For Parts Only</b> <b>Engine Manufacture:</b> <u>International</u> <b>Engine Type:</b> <u>    </u> L, V <input type="checkbox"/> Gas <input checked="" type="checkbox"/> Diesel Engine This Vehicle was maintained every <u>NA</u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input type="checkbox"/> Miles <b>Engine Condition:</b> <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Needs repair <input type="checkbox"/> Is in Unknown Condition Repairs needed: <u>Some repairs needed engine leaks oil</u> Date Removed From Service: <u>2021</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available <b>Transmission Manufacture:</b> <u>Allison</u> <input type="checkbox"/> Automatic <input checked="" type="checkbox"/> Manual <u>    </u> Speed <b>Transmission Condition is:</b> <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Needs Repair <input type="checkbox"/> Unknown Rebuilt (Date: <u>    </u> ) Repairs Needed: <u>    </u> Date Removed From Service: <u>2021</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available For Inspection		
<b>Exterior Description:</b>		
<b>Color:</b> <u>Yellow</u> <b>Windows:</b> <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked <u>    </u> <b>Minor:</b> <input checked="" type="checkbox"/> Dents <input type="checkbox"/> Scratches <input type="checkbox"/> Dings <b>Tire Condition:</b> Low <u>    </u> Flat <u>    </u> Damage to: <u>    </u> Additional Damage to: <u>    </u> Decals: <input type="checkbox"/> None <input checked="" type="checkbox"/> Have been Sprayed Over <input type="checkbox"/> Have been removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions Other Exterior Information: <u>    </u>		
<b>Interior Description:</b>		
Color <u>Blue</u> <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Cloth <input type="checkbox"/> Leather Damage to Seats: <u>Normal wear and tear</u> Damage to Dash/Floor: <u>None</u> Radio: Brand <u>NA</u> <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD Air Conditioning: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No AC Operating Condition: <input type="checkbox"/> Cold <input type="checkbox"/> Unknown Other Interior Information/Options: <u>    </u> <b>Other Equipment: Description</b> <u>    </u> <b>Manufacturer</b> <u>    </u> <b>Model</b> <u>    </u> <b>Serial #</b> <u>    </u>		
<b>Location of Asset:</b> <u>Gadsden County School District Transportation Depot, 720 S Stewart St, Quincy, FL 32351</u>		

Asset Key: 0000006223

Active: no

*Burd Approved 10/22/19*

MASTER INFORMATION

Item Code: \_\_\_\_\_ Type: 5 \_\_\_\_\_ Vendor: ZCONV 00 Class: 5000015 \_\_\_\_\_ Model: 00 \_\_\_\_\_  
Description 1: BAD ENGINE \_\_\_\_\_ Manufacturer: INTERNATIONAL \_\_\_\_\_  
Description 2: \_\_\_\_\_ Capital Asset: Yes \_\_\_\_\_

VENDOR INFORMATION

Name: ZCONV \_\_\_\_\_ Addr1: 35 MARTIN L KING JR BLVD \_\_\_\_\_ Addr2: \_\_\_\_\_  
C/Z/S: QUINCY, FL 32351 \_\_\_\_\_ Phone: \_\_\_\_\_ Ext.: \_\_\_\_\_ Contact: \_\_\_\_\_

ACCOUNT NUMBER INFORMATION

Asset: 5000A1350 0000 0000 000000 000000 000000 Source: 5000Q2790 0000 0000 000000 000000 000000 Srce Exp Acct: 5000E7500 6430 9001 000000 000000 000000

QUANTITY INFORMATION

Quantity: 1 Replacement Cost: 51,416.00 Insured Amount: 51,416.00 Purchase Amount: 51,416.00  
Extension: 51,416.00 Extension: 51,416.00 Extension: 51,416.00

PURCHASING INFORMATION

PO Number: 0000000000 Invoice: \_\_\_\_\_ Inv. Date: \_\_\_\_\_ Check Number: \_\_\_\_\_ Check Date: 08/10/2000

DETAIL INFORMATION

Site: 9003 Site Description: TRANS.DEPT-SCHOOL BD GADSDEN Bldg: 00 Floor: 1 Room: 0000 Department: \_\_\_\_\_ Qty: 1  
Tag #: 00200128 Serial #: 1HVBBAAN4YH314423 Purchase Value: 51,416.00 Last Inv Date: \_\_\_\_\_ Detail Location: \_\_\_\_\_  
Assigned To: \_\_\_\_\_

\*\*\*\*\* End of report \*\*\*\*\*

## Bus Inspection Form

<b>Inventory ID</b> NA	<b>Asset Number</b> NA	<b>Fair Market Value:</b>
<b>Short Description:</b>		
Year <u>2000</u>	Make <u>Bluebird</u>	Model <u>3800</u>
<b>VIN:</b> <u>1HVBBAAN4H314423</u> <b>Title:</b> <input checked="" type="checkbox"/> Clean Title <input type="checkbox"/> Salvage Title <input type="checkbox"/> Court Documents Only <input type="checkbox"/> SF97 Form <input type="checkbox"/> No Title <input type="checkbox"/> Other		
<b>Mileage/Odometer:</b> <u>258,706</u> <input type="checkbox"/> Mi <input type="checkbox"/> Km <input type="checkbox"/> Hrs <b>Odometer Accurate?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		
<b>Long Description:</b>		
Primary use for Bus: <u>Student Transport</u> # of Passengers: <u>77</u> This vehicle: <input checked="" type="checkbox"/> Starts <input type="checkbox"/> Starts with a Boost and <input checked="" type="checkbox"/> Runs <input type="checkbox"/> Does Not Run <input type="checkbox"/> For Parts Only		
<b>Engine Manufacture:</b> <u>International</u> <b>Engine Type:</b> <u>L, V</u> <input type="checkbox"/> Gas <input type="checkbox"/> Diesel Engine		
This Vehicle was maintained every <u>      </u> <input type="checkbox"/> Days <input type="checkbox"/> Hours <input checked="" type="checkbox"/> Miles		
<b>Engine Condition:</b> <input checked="" type="checkbox"/> Runs <input checked="" type="checkbox"/> Needs repair <input type="checkbox"/> Is in Unknown Condition		
Repairs needed: <u>Engine leaks oil</u>		
Date Removed From Service: <u>2019</u> Maintenance Records: <input type="checkbox"/> Available <input checked="" type="checkbox"/> Not Available		
<b>Transmission Manufacture:</b> <u>Allison</u> <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual <u>      </u> Speed		
<b>Transmission Condition is:</b> <input checked="" type="checkbox"/> Operable <input type="checkbox"/> Needs Repair <input type="checkbox"/> Unknown Rebuilt (Date: <u>      </u> )		
Repairs Needed: <u>      </u>		
Date Removed From Service: <u>2019</u> Maintenance Records: <input type="checkbox"/> Available <input type="checkbox"/> Not Available For Inspection		
<b>Exterior Description:</b>		
<b>Color:</b> <u>Yellow</u> <b>Windows:</b> <input checked="" type="checkbox"/> No Cracked Glass <input type="checkbox"/> Cracked <u>      </u>		
<b>Minor:</b> <input checked="" type="checkbox"/> Dents <input type="checkbox"/> Scratches <input type="checkbox"/> Dings <b>Tire Condition:</b> <u>Low</u> <u>Flat</u>		
Damage to: <u>      </u>		
Additional Damage to: <u>      </u>		
Decals: <input type="checkbox"/> None <input checked="" type="checkbox"/> Have been Sprayed Over <input type="checkbox"/> Have been removed & <input type="checkbox"/> Impressions Remain <input type="checkbox"/> No Impressions		
Other Exterior Information: <u>      </u>		
<b>Interior Description:</b>		
Color <u>Blue</u> <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Cloth <input type="checkbox"/> Leather		
Damage to Seats: <u>Normal wear and tear for school bus seats cracked vinyl on seat corners.</u>		
Damage to Dash/Floor: <u>None</u>		
Radio: Brand <u>NA</u> <input type="checkbox"/> AM <input type="checkbox"/> AM/FM <input type="checkbox"/> AM/FM Cassette <input type="checkbox"/> AM/FM CD		
Air Conditioning: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No AC Operating Condition: <input type="checkbox"/> Cold <input type="checkbox"/> Unknown		
Other Interior Information/Options: <u>      </u>		
<b>Other Equipment: Description</b> <u>      </u>		
<b>Manufacturer</b> <u>      </u> <b>Model</b> <u>      </u> <b>Serial #</b> <u>      </u>		
<b>Location of Asset:</b> <u>Gadsden County School District Transportation Depot, 720 S Stewart St, Quincy, FL 32351</u>		