

AGENDA

REGULAR SCHOOL BOARD MEETING

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

October 26, 2010

6:00 P.M.

THIS MEETING IS OPEN TO THE PUBLIC

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

ITEMS FOR CONSENT

5. REVIEW OF MINUTES – **SEE ATTACHMENT**
 - a. September 28, 2010, 4:30 p.m. – School Board Workshop
 - b. September 28, 2010, 6:00 p.m. – Regular School Board Meeting
 - c. October 5, 2010, 6:00 p.m. – Special Board Meeting
 - d. October 12, 2010, 6:00 p.m. – Student Hearing

ACTION REQUESTED: The Superintendent recommends approval.
6. PERSONNEL MATTERS (resignations, retirements, recommendations, leaves of absence, terminations of services, volunteers, and job descriptions) - **SEE PAGE #4**
 - a. Personnel 2010 - 2011

ACTION REQUESTED: The Superintendent recommends approval.
7. BUDGET AND FINANCIAL TRANSACTIONS
 - a. Approval of bills and vouchers - See back-up material

ACTION REQUESTED: The Superintendent recommends approval.

 - b. Budget Amendment Number One – **SEE PAGE #7**

Fund Source: 420 (Federal) Funds
Amount: \$1,748,451.00

ACTION REQUESTED: The Superintendent recommends approval.

- c. Budget Amendment Number Two – **SEE PAGE #36**
 Fund Source: 431 Fund
 Amount: \$12,529.00

 ACTION REQUESTED: The Superintendent recommends approval.
 - d. Budget Amendment Number Three – **SEE PAGE #43**
 Fund Source: 432 (Targeted ARRA Stimulus) Funds
 Amount: \$.00

 ACTION REQUESTED: The Superintendent recommends approval.
 - e. Budget Amendment Number Four – **SEE PAGE #56**
 Fund Source: 435 (Education Jobs Fund) Funds
 Amount: \$1,116,602.00

 ACTION REQUESTED: The Superintendent recommends approval.
 - f. Budget Amendment Number Five – **SEE PAGE #61**
 Fund Source: 433 (ARRA Stimulus Grant) Funds
 Amount: \$5,977.47

 ACTION REQUESTED: The Superintendent recommends approval.
8. **AGREEMENT/CONTRACT/PROJECT APPLICATIONS**
- a. Contracted Services - **SEE PAGE #64**
 Fund Source: General Fund and Title X
 Amount: \$35,400.00

 ACTION REQUESTED: The Superintendent recommends approval.
 - b. Contracted Services – **SEE PAGE #67**
 Fund Source: General Fund
 Amount: \$8,000.00

 ACTION REQUESTED: The Superintendent recommends approval.
 - c. Gadsden Technical Institute Memorandum of Agreement for School Store
SEE PAGE #70
 Fund Source: N/A
 Amount: N/A

 ACTION REQUESTED: The Superintendent recommends approval.
9. **STUDENT MATTERS – SEE ATTACHMENT**
- a. Student Expulsion – See back-up material
 Case #06-1011-0231

 ACTION REQUESTED: The Superintendent recommends approval.

- b. Student Expulsion – See back-up material
Case #07-1011-0071
ACTION REQUESTED: The Superintendent recommends approval.
- c. Student Expulsion – See back-up material
Case #08-1011-0071
ACTION REQUESTED: The Superintendent recommends approval.
- d. Student Expulsion – See back-up material
Case #09-1011-0051
ACTION REQUESTED: The Superintendent recommends approval.

10. SCHOOL FACILITY/PROPERTY

- a. Five Year District Facilities Work Plan – **SEE PAGE #73**
Fund Source: N/A
Amount: N/A
ACTION REQUESTED: The Superintendent recommends approval.

11. EDUCATIONAL ISSUES

- a. School Advisory Council Rosters – **SEE PAGE #88**
Fund Source: N/A
Amount: N/A
ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

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

- a. Discussion and Request to Advertise the Board’s Intent to Create School Board Rules Numbered 8.71 (Information Technology Data and Computer Systems: Security, Audits and Controls) and 8.72 (Information Technology Data and Computer Systems: System Passwords and Access)
SEE PAGE #105
Fund Source: N/A
Amount: N/A
ACTION REQUESTED: The Superintendent recommends approval.

13. EDUCATIONAL ITEMS BY THE SUPERINTENDENT

14. SCHOOL BOARD REQUESTS AND CONCERNS

15. ADJOURNMENT

The School Board of Gadsden County



"Building A Brighter Future"

Reginald C. James
SUPERINTENDENT
OF SCHOOLS

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

October 26, 2010

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

Dear School Board Members:

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

Item 6A Instructional and Non-Instructional Personnel 2010/2011

The following reflects the total number of full-time employees in this school district for the 2010/2011 school term, as of October 26, 2010.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees October 2010</u>
Classroom Teachers and Other Certified Administrators	120 & 130	488.25
Non-Instructional	110	50.75
	150, 160, & 170	<u>423.00</u>
		962.00

Sincerely,

Reginald C. James
Superintendent of Schools

Eric F. Hinson
DISTRICT NO. 1
HAVANA, FL 32333
MIDWAY, FL 32343

Judge B. Helms, Jr.
DISTRICT NO. 2
QUINCY, FL 32351
HAVANA, FL 32333

Isaac Simmons, Jr.
DISTRICT NO. 3
CHATTAHOOCHEE, FL 32324
GREENSBORO, FL 32330

Charlie D. Frost
DISTRICT NO. 4
GRETNA, FL 32332
QUINCY, FL 32352

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

BOARD MEETS FOURTH TUESDAY OF EACH MONTH
EQUAL OPPORTUNITY EMPLOYER

AGENDA ITEM 6A, INSTRUCTIONAL AND NON INSTRUCTIONAL 2010/2011

INSTRUCTIONAL

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Drayton, Joseph	GBES	Teacher	10/11/2010
Ford, Irene	GRES	Teacher	10/14/2010
Lightfoot, Erica	SSES	Teacher	10/11/2010
Hall, Delwyn	WGHS	Law Instructor	10/04/2010
Henry, Lakisha	SSES	Teacher	10/05/2010
Hill, Baleasa	GBES	Teacher	10/18/2010
Mathews-Nelloms, Dionne	GWM	Math Coach	10/11/2010
Mathlin, Charlene	ESE	School Psychologist	09/13/2010
Mills, Pamela	CPA	Teacher	10/11/2010
Quinlan, Vanessa	SJES	Teacher	09/13/2010
Slinker, Judith	GWM	Teacher	10/21/2010
Wideman, Claudette	HES	Counselor	10/19/2010
Wilson, Vivian	EGHS	Teacher	10/11/2010

Out of Field

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Certification Area</u>	<u>No. Periods Out of Field</u>
McKeown, Diana	HMS/Teacher	7 th Grade SS	Elem. Ed./Reading	1

NON-INSTRUCTIONAL

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Anderson, Jessica	Transportation	Bus Aide	10/20/2010
Bailey, Gaynell	Transportation	Bus Aide	10/10/2010
Battles, Tamika	GBES	Secretary	10/11/2010
Kennedy, Lavetrica	JASMS	Data Entry Operator	10/11/2010
Presha, Anthony	Transportation	Bus Aide	10/21/2010
Wynn, Cedric	EGHS	SFS Worker	09/03/2010

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

REQUEST FOR LEAVE

<u>Name</u>	<u>Location/Position</u>	<u>Beginning Date</u>	<u>Ending Date</u>
Bridges-Bright, Gail	CPA/Teacher	10/13/2010	11/01/2010
Harris, Kesandra	SSES/Teacher	10/04/2010	12/13/2010
Kincy, Carol	SSES/Ed Para	10/05/2010	01/03/2011

RESIGNATION

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Hussein, Edna	WGHS	Teacher	10/22/2010
Shelton, LaWhitney	GWM	Teacher	10/01/2010
Walker, Troy	SSES	Ed. Paraprofessional	10/27/2010

TRANSFERS

<u>Name</u>	<u>Location/Position Transferred From</u>	<u>Location/Position Transferred To</u>	<u>Effective Date</u>
Calhoun, Teresita	JASMS/Teacher	HES/Teacher	09/29/2010
Gilcrease, Sharon	PreK/Program Asst.	Personnel/Secretary	10/06/2010
Herring, Cynthia	EGHS/Ed Para	SSES/Ed Para	10/11/2010
Herring, Regina	EGHS/Secretary	GWM/Secretary	10/11/2010
Peterson, Betty	WGHS/Ed Para ESE	GWM/Ed Para ESE	10/13/2010

Retirement

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Leporati, David	SJES	Teacher	01/01/2011

TERMINATIONS

Name

Tsigbey, Francis

Location

EGHS

Position

Teacher

Effective Date

10/01/2010

Substitutes

Teacher

McDonald, Glenda

Oliver, Eddie

Willis, Patsy

Transportation

McMillan-Gatlin, Patricia

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7b

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEMS: Budget Amendment Number One

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

To establish budgets for the following projects:

Adult Ed & Family Literacy, Adult General Ed	\$ 96,040.00
Perkins, Secondary	\$ 117,656.00
Carl D. Perkins, Rural and Sparsely Populated	\$ 85,763.00
Title X, Education of Homeless Children & Youth	\$ 70,000.00
Title I, Part A Public School Choice Options	\$ 623,214.00
Title II Teacher & Principal Training & Recruiting	\$ 755,778.00
	<u>\$1,748,451.00</u>

FUND SOURCE: 420(Federal) Funds

AMOUNT: \$ 1,748,451.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

_____ Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered _____

CHAIRMAN'S SIGNATURE: page(s) numbered _____

Be sure that the Comptroller has signed the budget page.

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

FUND 420 REVENUE OBJECT	BEGINNING ESTIMATED REVENUE 9/24/2010	BUDGET AMENDMENT NUMBER ONE	ENDING ESTIMATED REVENUE
190	\$ -	\$ -	\$ -
191	\$ -	\$ -	\$ -
199	\$ 700,809.71	\$ -	\$ 700,809.71
201	\$ 22,538.33	\$ 203,419.00	\$ 225,957.33
226	\$ 153,492.43	\$ 755,778.00	\$ 909,270.43
227	\$ 21,427.27	\$ -	\$ 21,427.27
230	\$ 2,020,626.28	\$ -	\$ 2,020,626.28
240	\$ 2,356,430.61	\$ 623,214.00	\$ 2,979,644.61
251	\$ 28,425.00	\$ 96,040.00	\$ 124,465.00
270	\$ -	\$ -	\$ -
290	\$ 412,343.77	\$ 70,000.00	\$ 482,343.77
299	\$ 75,000.00	\$ -	\$ 75,000.00
TOTALS	\$ 5,791,093.40	\$ 1,748,451.00	\$ 7,539,544.40

**Gadsden County School Board
420 (Federal) Fund Appropriations
Budget Amendment Number One**

420 FUND							
FUNCTION/ OBJECT	BUDGET				BUDGET BALANCE		
	BUDGET BALANCE 9/24/2010	AMENDMENT NUMBER ONE					
5100	100	\$	533,967.46	\$	2,204.00	\$	536,171.46
	200	\$	186,265.42	\$	385.70	\$	186,651.12
	300	\$	550,892.07	\$	470,278.00	\$	1,021,170.07
	500	\$	179,266.83	\$	10,209.58	\$	189,476.41
	600	\$	394,481.43	\$	-	\$	394,481.43
	700	\$	35,115.50	\$	-	\$	35,115.50
FUNCTOTAL		\$	1,879,988.71	\$	483,077.28	\$	2,363,065.99
5200	100	\$	550,294.49	\$	-	\$	550,294.49
	200	\$	244,768.46	\$	-	\$	244,768.46
	300	\$	325,664.77	\$	-	\$	325,664.77
	500	\$	19,248.35	\$	-	\$	19,248.35
	600	\$	47,042.98	\$	-	\$	47,042.98
	700	\$	4,327.59	\$	-	\$	4,327.59
FUNCTOTAL		\$	1,191,346.64	\$	-	\$	1,191,346.64
5300	100	\$	7,241.09	\$	10,262.43	\$	17,503.52
	200	\$	222.47	\$	4,017.77	\$	4,240.24
	300	\$	(161.94)	\$	9,585.00	\$	9,423.06
	500	\$	9,416.36	\$	44,793.22	\$	54,209.58
	600	\$	2,550.26	\$	32,752.27	\$	35,302.53
	700	\$	340.77	\$	20,899.98	\$	21,240.75
FUNCTOTAL		\$	19,609.01	\$	122,310.67	\$	141,919.68
5400	100	\$	12,807.50	\$	40,803.00	\$	53,610.50
	200	\$	3,448.96	\$	7,318.00	\$	10,766.96
	300	\$	1,850.17	\$	5,500.00	\$	7,350.17
	500	\$	7,940.90	\$	8,330.00	\$	16,270.90
	600	\$	1,410.61	\$	18,751.00	\$	20,161.61
	700	\$	-	\$	1,000.00	\$	1,000.00
FUNCTOTAL		\$	27,458.14	\$	81,702.00	\$	109,160.14
5500	100	\$	299,487.83	\$	-	\$	299,487.83
	200	\$	91,664.77	\$	-	\$	91,664.77
	300	\$	176,507.36	\$	-	\$	176,507.36
	500	\$	5,709.07	\$	-	\$	5,709.07
	600	\$	3,249.42	\$	-	\$	3,249.42
	700	\$	-	\$	-	\$	-
FUNCTOTAL		\$	576,618.45	\$	-	\$	576,618.45

**Gadsden County School Board
420 (Federal) Fund Appropriations
Budget Amendment Number One**

6100	100	\$	219,080.10	\$	56,619.73	\$	275,699.83
	200	\$	54,912.45	\$	19,206.31	\$	74,118.76
	300	\$	59,213.81	\$	50,997.72	\$	110,211.53
	500	\$	29,497.27	\$	-	\$	29,497.27
	600	\$	1,600.00	\$	-	\$	1,600.00
	700	\$	-	\$	-	\$	-
	900	\$	-	\$	-	\$	-
FUNCTOTAL		\$	364,303.63	\$	126,823.76	\$	491,127.39
6200	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
	500	\$	-	\$	1,313.00	\$	1,313.00
	600	\$	4,115.25	\$	-	\$	4,115.25
	700	\$	-	\$	-	\$	-
FUNCTOTAL		\$	4,115.25	\$	1,313.00	\$	5,428.25
6300	100	\$	522,877.48	\$	-	\$	522,877.48
	200	\$	198,432.80	\$	-	\$	198,432.80
	300	\$	128,532.75	\$	5,658.00	\$	134,190.75
	500	\$	12,078.52	\$	-	\$	12,078.52
	600	\$	12,419.65	\$	-	\$	12,419.65
	700	\$	575.00	\$	-	\$	575.00
FUNCTOTAL		\$	874,916.20	\$	5,658.00	\$	880,574.20
6400	100	\$	119,525.06	\$	500,000.00	\$	619,525.06
	200	\$	15,413.17	\$	141,988.00	\$	157,401.17
	300	\$	210,559.16	\$	68,629.00	\$	279,188.16
	400	\$	-	\$	-	\$	-
	500	\$	28,159.02	\$	9,000.00	\$	37,159.02
	600	\$	-	\$	-	\$	-
	700	\$	0.96	\$	6,000.00	\$	6,000.96
FUNCTOTAL		\$	373,657.37	\$	725,617.00	\$	1,099,274.37
6500	100	\$	177.56	\$	-	\$	177.56
	200	\$	2,443.25	\$	-	\$	2,443.25
	300	\$	-	\$	-	\$	-
	500	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
FUNCTOTAL		\$	2,620.81	\$	-	\$	2,620.81

**Gadsden County School Board
420 (Federal) Fund Appropriations
Budget Amendment Number One**

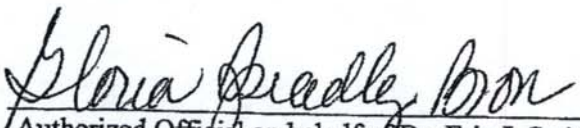
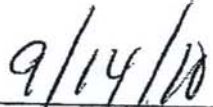

7100	300	\$	-	\$	-	\$	-
FUNCTOTAL		\$	-	\$	-	\$	-
7200	100	\$	18.15	\$	32,500.00	\$	32,518.15
	200	\$	262.32	\$	9,214.00	\$	9,476.32
	300	\$	-	\$	-	\$	-
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	185,440.54	\$	11,026.29	\$	196,466.83
FUNCTOTAL		\$	185,721.01	\$	52,740.29	\$	238,461.30
7300	100	\$	1,066.52	\$	-	\$	1,066.52
	200	\$	-	\$	-	\$	-
	300	\$	523.00	\$	-	\$	523.00
	500	\$	3,087.60	\$	-	\$	3,087.60
	600	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
FUNCTOTAL 7300		\$	4,677.12	\$	-	\$	4,677.12
7500	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
FUNCTOTAL 7500		\$	-	\$	-	\$	-
7600	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
FUNCTOTAL		\$	-	\$	-	\$	-
7700	100	\$	2,268.87	\$	-	\$	2,268.87
	200	\$	623.27	\$	-	\$	623.27
	300	\$	-	\$	-	\$	-
	400	\$	-	\$	-	\$	-
	500	\$	1,918.42	\$	-	\$	1,918.42
	600	\$	7,792.60	\$	-	\$	7,792.60
	700	\$	-	\$	-	\$	-
FUNCTOTAL		\$	12,603.16	\$	-	\$	12,603.16
7800	100	\$	64,697.05	\$	38,100.00	\$	102,797.05
	200	\$	9,560.17	\$	15,605.00	\$	25,165.17
	300	\$	69,263.55	\$	-	\$	69,263.55
	400	\$	1,000.00	\$	95,504.00	\$	96,504.00
	500	\$	-	\$	-	\$	-
	600	\$	75,000.00	\$	-	\$	75,000.00

**Gadsden County School Board
420 (Federal) Fund Appropriations
Budget Amendment Number One**

FUNCTOTAL		\$	219,520.77	\$	149,209.00	\$	368,729.77
7900	100	\$	5,535.95	\$	-	\$	5,535.95
	200	\$	12,011.77	\$	-	\$	12,011.77
	300	\$	12,453.72	\$	-	\$	12,453.72
	400	\$	-	\$	-	\$	-
	500	\$	967.46	\$	-	\$	967.46
	600	\$	3,339.00	\$	-	\$	3,339.00
FUNCTOTAL		\$	34,307.90	\$	-	\$	34,307.90
8100	100	\$	-	\$	-	\$	-
	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
FUNCTOTAL		\$	-	\$	-	\$	-
8200	100	\$	11,930.95	\$	-	\$	11,930.95
	200	\$	6,643.56	\$	-	\$	6,643.56
FUNCTOTAL		\$	18,574.51	\$	-	\$	18,574.51
9100	100	\$	809.73	\$	-	\$	809.73
	200	\$	244.99	\$	-	\$	244.99
	300	\$	-	\$	-	\$	-
	400	\$	-	\$	-	\$	-
	500	\$	-	\$	-	\$	-
	600	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
FUNCTOTAL		\$	1,054.72	\$	-	\$	1,054.72
9200	300	\$	-	\$	-	\$	-
FUNCTOTAL		\$	-	\$	-	\$	-
9700	500	\$	-	\$	-	\$	-
FUNCTOTAL		\$	-	\$	-	\$	-
GRANDTOTAL		\$	5,791,093.40	\$	1,748,451.00	\$	7,539,544.40

4219110

**Florida Department of Education
Project Award Notification**

1 RECIPIENT ... County School District	2 PROJECT NUMBER 200-1911A-1CG01
3 PROJECT/PROGRAM TITLE Adult Ed & Family Literacy, Adult General Ed <p align="right">TAPS 11B008</p>	4 AUTHORITY 84.002A Adult Education
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2010 - 06/30/2011 Program Period: 07/01/2010 - 06/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 96,040.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 96,040.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>06/30/2011</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2011</u> • Last date for receipt of proposed budget and program amendments: <u>06/30/2011</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: 	
10 DOE CONTACTS Program: Gloria Spradley-Brown Phone: (850) 245 - 9053 Email: Gloria.Spradley@fldoe.org Grants Management: Unit B (850) 245-0496	11 DOE FISCAL DATA DBS: 55 90 00 EO: AB Object: 720000
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. • For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. • Other: 	
13 APPROVED: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="width: 25%; text-align: center;">  Date of Signing </div> <div style="width: 25%; text-align: right;">  </div> </div>	

A) Gadsden County Public Schools
 Name of Eligible Recipient/Fiscal Agent

B) 200-1911A-1CG01
 Project Number:

proj.# 4219110

C) TAPS Number

11B008

Audit General Education

FLORIDA DEPARTMENT OF EDUCATION BUDGET NARRATIVE FORM

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	% ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5400	120	Salaries: Part-time hourly salary for 6 part-time teachers to provide instruction in Adult General Education programs. The calculation: 6 part-time teachers x 2 days @ 3 hours per day = 6 hours per week x 32 weeks x \$20.00 per hour	6	\$ 23,040				
					100%			
5400	220	Employee Benefits, Social Security and Medicare: Contributions to retirement plan for 6 part-time teachers @ 0.0765		\$ 1,763				
					100%			
5400	240	Employee Benefits, Worker's Compensation for 6 part-time teachers.		\$ 115				
					100%			
6100	160	Salaries: one part-time Job Development Counselor ^{Kourtney Lewis} to provide support service(resume writing, employability skills, counseling services) to the Adult General Education population. See attached email from Evonski Bulger 7/27/10.	0.2	\$ 5,628				
					20%			
6100	210	Employee Benefits, Retirement: Contributions to retirement plan to one part-time job development counselor@ 0.1077		\$ 606				
					20%			
6100	220	Employee Benefits, Social Security and Medicare: Contributions to one part-time job development counselor retirement plan @ 0.0765		\$ 431				
					20%			

6100	230	Employee Benefits: Board Medical and Dental Insurance. Contribution to Medical, Dental and Life Insurance: For part-time job development counselor		\$	835				
						20%			
6100	240	Employee Benefits, Worker's Compensation: For part-time job development counselor		\$	30				
						20%			
5400	150	Salaries: one part-time paraprofessional. The paraprofessional will instruct adult education students in the skills needed to successfully transition into employment or postsecondary training. This instruction includes workplace and people skills, resume writing, interview skills, and computer skills as outlined in the adult education curriculum. This position will also provide technical assistance and support to enrolled adult ed. instructors and students.	0.5	\$	10,263				
						50%			
5400	210	Employee Benefits, Retirement: Contributions to retirement plan to one part-time para-professional @ 0.1077		\$	1,106				
						50%			
5400	220	Employee Benefits: Social Security, Medicare for part-time paraprofessional		\$	786				
						50%			
5400	230	Employee Benefits: Board Medical and Dental Insurance. Contribution to Medical, Dental and Life Insurance for one part-time paraprofessional		\$	2,037				
						50%			
5400	232	Employee Benefits: District Life for part-time paraprofessional		\$	51				
						50%			
5400	240	Employee Benefits, Worker's Compensation: For part-time paraprofessional		\$	40				
						50%			
5400	130	Salaries: one part-time recruiter: oversees program in addition to dealing with students through recruiting and placement testing. Also, impact the instruction of Adult Ed. students by transferring knowledge & information received from the ACE conferences, workshops and trainings to enroll students, teachers and adm.	1	\$	7,500				
						100%			
5400	210	Employee Benefits, Retirement: Contributions to retirement plan for one part-time recruiter @ 0.985		\$	808				
						100%			

5400	220	Employee Benefits: Social Security and Medicare: Contributions to one part-time recruiter retirement plan @ 0.0765		\$ 574	100%			
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5400	240	Employee Benefits: Worker's Compensation: For one part-time recruiter.	\$	38	100%			
6400	330	Staff Travel: Travel will support 2 instructional teachers and one administrator to attend the ACE Conference, Assessment Symposium, and other related PAEC (Panhandle Area Education Consortium) workshops and/or conferences. See attached email from Evonski Bulgor. 8/2/10	\$	3,191	100%			
5400	730	Dues and fees for above referenced workshops, conferences--registration fees	\$	1,000	100%			
5400	310	Contractual Services: Provides funds to DynaCom Planning and Management agency for providing professional development (for instructional, non-instructional), and student data reporting services to eligible adult general education and family literacy students. (Contract Attached)	\$	5,500	100%			
6400	390	Other proposed services: Printing recruiting materials for the Adult General Education program.	\$	750	100%			
5400	510	Supplies: Consumable materials for instructional assistance for Adult General Educational programs. Sample list attached.	\$	8,330	100%			
5400	643	Computers: To purchase 17 Dell flat screen computers 854 per computer to be used by the AGE students to instructional purposes. The equipment will include monitors, CPU's peripheral devices memory. The required equipment form is attached.	\$	14,518	100%			
5400	642	Furniture: Adult student workstations and chairs to accommodate new computer combinations. For use with AGE students.	\$	4,233	100%			
7200	790	Indirect cost at current approved rate of 3.79%	\$	2,867	100%			
D) TOTAL			\$	96,040.00				

**Florida Department of Education
Project Award Notification**

John O.
Proj. 421611

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-1611A-1CS01
3 PROJECT/PROGRAM TITLE Perkins, Secondary, Section 131 TAPS 11B001	4 AUTHORITY 84.048A Carl Perkins - Voc. ED Basic
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2010 - 06/30/2011 Program Period: 07/01/2010 - 06/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 117,656.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 117,656.00	8 REIMBURSEMENT OPTION Federal Cash Advance

9 TIMELINES

- Last date for incurring expenditures and issuing purchase orders: 06/30/2011
- Date that all obligations are to be liquidated and final disbursement reports submitted: 08/20/2011
- Last date for receipt of proposed budget and program amendments: 06/30/2011
- Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400:
- Date(s) for program reports:

10 DOE CONTACTS Program: John Occhiuzzo Phone: (850) 245 - 9042 Email: John.Occhiuzzo@fldoe.org Grants Management: Unit B (850) 245-0496	Comptroller's Office (850) 245-0401	11 DOE FISCAL DATA DBS: 55 90 00 EO: HH Object: 720035
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12 TERMS AND SPECIAL CONDITIONS

- This project and any amendments are subject to the procedures outlined in the Project Application and Amendment Procedures for Federal and State Programs (Green Book) and the General Assurances for Participation in Federal and State Programs.
- For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System.
- Other: 12 - Continued:

Only 37% of the "Current Approved Budget" in block 7 is authorized for obligating or expending during the first quarter period of July 1, 2010 through September 30, 2010. The Balance of the allocation (63%) and any unexpended funds from the first quarter will be available October 1, 2010 through June 30, 2011.

Should you have any questions regarding these special conditions please call Grants Management at (850)245- 0496.


13 APPROVED:

Flora Bradley-Brown

Authorized Official on behalf of Dr. Eric J. Smith
Commissioner of Education

10/08/10

Date of Signing



A

A) GADSDEN COUNTY SCHOOL DISTRICT

Name of Eligible Recipient:

B) 200-1611A-1CS01

TAPS Number

11B001

Project Number: (DOE USE ONLY)

FLORIDA DEPARTMENT OF EDUCATION Budget Narrative Form

Consortiums meeting the requirements in Section 131 (f) (1) (2) of the Act must submit a separate Budget Narrative Form for each participating member.

(1) FUNCTION	(2) OBJECT	(3) ACCOUNT TITLE AND NARRATIVE	(4) FTE POSITION	(5) AMOUNT
5300	330	Student Travel in District - student-related recruitment, activities, and programs Performance Measures Addressed: (2S1) Required Use of Funds Addressed: 3 - Permissive Use of Funds: 5		2,000
	510	Supplies - materials and supplies to assist in instruction of viable career and technical education programs (nail technology supplies, lab jackets, metal works, shop tools, thermometers, hair supplies, lumber and wood working materials, etc.) Performance Measures Addressed: (1S2) Required Use of Funds Addressed: 3 - Permissive Use of Funds: 3 - 8 - 9		42,069.22
✓	620	AV materials - videos used to enhance instruction in CTE programs (medical secretary, hair styling, mechanics training) Performance Measures Addressed: (1S1) Required Use of Funds Addressed: 7 - 8 - Permissive Use of Funds		2,023
✓	641	Equipment, fixtures and furniture - to continue to update CTE programs to assist in meeting business/industry standards (lifts, tables, work benches, exam tabs, lab equipment, etc.) Performance Measures Addressed: (1S2) (6S1) (6S2) Required Use of Funds Addressed: 3 - 7 - Permissive Use of Funds		8,358.47
✓	642	Equipment, fixtures and furniture - to continue to update CTE programs to assist in meeting business/industry standards (chairs, desks, lab equipment for shops, slides/microscopes) Performance Measures Addressed: (1S2) (5S1) Required Use of Funds Addressed: 7 - Permissive Use of Funds: 7		9,870.80
✓	643	Computer Hardware - computers for students and classroom use (Dell computer workstations) Performance Measures Addressed: (4S1) Required Use of Funds Addressed: 4 - Permissive Use of Funds		12,500
	390	Printing (recruitment and other activities to promote or improve CTE programs) Performance Measures Addressed: (1S1) Required Use of Funds Addressed: 1 - Permissive Use of Funds		2,500
	730	Registration Fee - SkillsUSA, FBLA, FCCLA (Florida Family Career & Community Leaders of America) and other CTE student organizations Performance Measures Addressed: (4S2) Required Use of Funds Addressed: 3 - Permissive Use of Funds		1,500
	310	The district will dedicate funds to meet the state program of study requirement Performance Measure (2S1)		2,585
	360	Software: To purchase software applications/licenses to update existing software needed for industry certification and CTE program needs, and reading enhancement and other program deficiencies addressed in the program improvement plan. Required Use of Funds: 4 Performance Measures: 1S1, 1S2, 2S1, 3S1, 4S1		2,500
5300	150	Salaries: one part-time Paraprofessional. The paraprofessional will assist/instruct CTE students in the skills needed to successfully transition into employment or postsecondary training. This instruction includes workplace and people skills, resume writing, interview skills, and computer skills as outlined in the CTE curriculum. This position will also provide technical assistance and support to enrolled CTE instructors and students. Performance Measures Addressed: 2A1, 3A1. 50% from AGE grant verified by phone with Melaanie King 9/1/10. Required Use of Funds: B1, 2, 3, 4, 5, 6, 7, 8, 9 Permissive Use of Funds: C1, 2, 3, 4, 5, 6, 7, 8, 9	.50	10,262.43
	210	Employee Benefits: Retirement: Contributions to retirement plan for paraprofessional		1,105.26
	220	Employee Benefits, Social Security and Medicare: contributions for part-time paraprofessional		785.76

	230	Employee Benefits, Board Medical and Dental Insurance for part-time paraprofessional		2,036.58
	232	Employee Benefits, District life		50.97
	240	Employee Benefits – Worker’s compensation: Contribution to retirement plan for part-time Job Development Counselor		39.20
6100	160	Salary – one part-time Job Development Counselor (Job Placement and Student Counselor) to provide services for CTE students – 80% of salary from other grants \$27,500 X20%.. 20% from AGE grant and 60% from Perkins Rural verified by phone with Melanie King 9/1/10. Required Use of Funds: 1,2,3,4,5,6,7,8,9 Permissive Use of Funds: 1,2,3,5,6,7,11,12,13,15,16,18 Performance Measures: 2A1, 3A1, 1S1, 2S1, 1A1, 5A1, 5A2	20%	5,628.06
	210	Employee Benefits, Retirement – Contributions to retirement plan to one part-time job development counselor		606.14
	220	Employee Benefits, Social Security/Medicare: Contributions to one part-time job development counselor retirement plan @0.0765		430.55
6100	230	Employee Benefits, Board Medical/Dental Insurance: Contribution to Medical, Dental Insurance to one part-time job development counselor		835.00
	232	Employee Benefits, Board Life		30.00
	240	Employee Benefits, Worker’s Compensation: Contribution to retirement plan for one part-time job development counselor @ 0.0101		27.03
6200	510	Instructional Media Services – reference materials (Occupational Outlook Handbooks, Career Guidance materials, etc) Performance Measures Addressed: (3S1) Required Use of Funds Addressed: 2 – Permissive Use of Funds		1,000 \$ 1,313 <i>cdh</i>
6400	330	Travel for professional development- related staff, teachers, guidance counselors to visit best practice programs/sites, conferences, workshops and other training seminars related to CTE programs to ensure that our programs meet the needs of local/state/national/business industry needs. Additionally, practices learned will be applied toward helping program instructors stay current on program needs/changes. Performance Measures Addressed: (2S1) Required Use of Funds Addressed: 1 – Permissive Use of Funds: 12		4,500
	730	Dues and fees for above referenced workshops, conferences, -registration fees for needed professional development		1,000
7200	790	Indirect cost at current approval rate of 3.79% ✓ Permissive Use of Funds: 16		\$ 3,100 3,412.53 <i>cdh</i>
C) TOTAL				\$117,656 ✓

DOE 101
Revised 12/07

Dr. Eric J. Smith, Commissioner



Project Number: (DOE USE ONLY)

FLORIDA DEPARTMENT OF EDUCATION Budget Narrative Form

A

(1) FUNCTION	(2) OBJECT	(3) ACCOUNT TITLE AND NARRATIVE	(4) FTE POSITION	(5) AMOUNT
6100	160	Salary – One Full time Job Development Counselor (Special Needs Coordinator to coordinate services for Career and Technical students) Performance Measures Addressed: 2A1, 3A1, 1S1, 2S1, 1A1, 5A1, 5A2 Permissive Use of Funds Addressed: 1, 2, 3, 5, 6, 7, 11, 12, 13, 15, 16, 18 GTI Required Use of Funds Addressed: 1, 2, 3, 4, 5, 6, 7, 8, 9	100%	\$28,479.50
	210	Benefits – to include Retirement for Job Development Counselor Performance Measures Addressed: 1A1, 2A1, 3A1, 5A1, 5A2, 1S1, 2S1 Permissive Use of Funds Addressed: 1, 2, 3, 5, 6, 7, 11, 12, 13, 15, 16, 18		3,068.00
	220	FICA – Contributions of the employers shares of social security for Job Development Counselor		2,179.00
	230	Insurance – Expenditures to provide Group Insurance coverage, Life Insurance coverage and Dental Insurance for Job Development Counselor		4,313.00
	240	Workers Compensation - Expenditures to provide workers compensation coverage		136.71
6100	160	Salary – Job Development Counselor (Job Place Coordinator and Student Counselor to coordinate service for Career and Technical students) 40% of salary is reserved from other Grants. 20% from AGE grant, 20% from Perkins Secondary grant verified by phone with Melanie King 9/1/10. GTI Performance Measures Addressed: 2A1, 3A1, 1S1, 2S1, 1A1, 5A1, 5A2 Permissive Use of Funds Addressed: 1, 2, 3, 5, 6, 7, 11, 12, 13, 15, 16, 18 Required Use of Funds Addressed: 1, 2, 3, 4, 5, 6, 7, 8, 9	60%	\$16,884.17
	210	Benefits - to include Retirement for Job Development Counselor Performance Measures Addressed: 2A1, 3A1, 1S1, 2S1, 1A1, 5A1, 5A2 Permissive Use of Funds Addressed: 1, 2, 3, 5, 6, 7, 11, 12, 13, 15, 16, 18		1,818.43
	220	FICA – Contributions of the employer shares of social security for Job Development Counselor		1,291.64
	230	Insurance – Expenditures to provide Group Insurance coverage, Life Insurance coverage and Dental Insurance for Job Development Counselor		2,409.97
	232	Benefits-Board Life		77.76
	240	Workers Compensation - Expenditures to provide workers compensation coverage		81.08
5300	730	Fees/Dues – Tuition Fees on behalf of Career and Technical Students (fees are not paid directly to students) GTI Performance Measures Addressed: 2A1, 4A1 Permissive Use of Funds Addressed: 16		19,399.98
	510	Supplies - Expenditures for Consumable Supplies on behalf of Career and Technical Students (i.e.) paper, ink cartilages, pencils, etc. Performance Measures Addressed: 1S2, Permissive Use of Funds: 3, 8, 9, Required Use of Funds Addressed: 3		2,500.00
7200	790	Miscellaneous Expense – Expenditures for other indirect expenses Permissive Use of Funds Addressed: 16		3,123.76
C) TOTAL				\$85,763.00

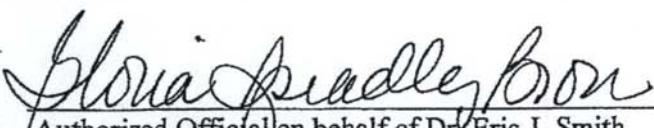

9/1/10
J.F.O-977.

\$85,763.00

✓



**Florida Department of Education
Project Award Notification**

John O.
Proj. 4216110

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-1611A-1CR01
3 PROJECT/PROGRAM TITLE Carl D. Perkins, Rural and Sparsely Populated <p align="center">TAPS 11B004</p>	4 AUTHORITY 84.048A Carl Perkins - Voc. ED Basic
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2010 - 06/30/2011 Program Period: 07/01/2010 - 06/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 85,763.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 85,763.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>06/30/2011</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2011</u> • Last date for receipt of proposed budget and program amendments: <u>06/30/2011</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: 	
10 DOE CONTACTS Program: John Occhiuzzo Phone: (850) 245 - 9042 Email: John.Occhiuzzo@fldoe.org Grants Management: Unit B (850) 245-0496	11 DOE FISCAL DATA DBS: 55 90 00 EO: HH Object: 720035
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. • For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. • Other: 12 - Continued: Only 37% of the "Current Approved Budget" in block 7 is authorized for obligating or expending during the first quarter period of July 1, 2010 through September 30, 2010. The Balance of the allocation (63%) and any unexpended funds from the first quarter will be available October 1, 2010 through June 30, 2011. Should you have any questions regarding these special conditions please call Grants Management at (850)245- 0496. 	
13 APPROVED: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;">  Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="width: 25%; text-align: center;"> <u>10/8/10</u> Date of Signing </div> <div style="width: 25%; text-align: right;">  </div> </div>	

**Florida Department of Education
Project Award Notification**

proj. 4212710

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-1271A-1CH01
3 PROJECT/PROGRAM TITLE Title X, Part C. Education of Homeless Children & Youth - Year 2 <p align="center">TAPS 11A095</p>	4 AUTHORITY 84.196A Homeless ED, Title X, Part C NCLB <i>190 rev</i>
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2010 - 06/30/2011 Program Period: 07/01/2010 - 06/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 70,000.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 70,000.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>06/30/2011</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2011</u> Last date for receipt of proposed budget and program amendments: <u>05/31/2011</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: 	
10 DOE CONTACTS Program: Lorraine Allen Phone: (850) 245 - 0668 Email: Lorraine.Allen@fldoe.org Grants Management: Unit A (850) 245-0496	11 DOE FISCAL DATA DBS: 40 90 20 EO: BG Object: 720035
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. 2 CFR 176.210(b) and (d), provides that recipients are to require their subrecipients to specifically identify Recovery Act funding on their Schedule of Expenditures of Federal Awards (SEFA) by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA and as separate rows on the Data Collection Form (SF-SAC) required by OMB Circular A-133. Further, in identifying Recovery Act expenditures, the prefix "ARRA" must be used in the name of the Federal program. The information allows the recipient to properly monitor subrecipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office. 	
13 APPROVED: <div style="display: flex; justify-content: space-between;"> <div data-bbox="162 1638 730 1827">  <hr/> Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div data-bbox="893 1701 1185 1806"> <p align="center"><i>10/13/10</i></p> <hr/> Date of Signing </div> <div data-bbox="1299 1575 1510 1785">  </div> </div>	

DOE-200
Revised 02/05

**FLORIDA DEPARTMENT OF EDUCATION
BUDGET DESCRIPTION FORM -
Title X, Part C Education of Homeless Children and Youth Project 2010-2011**

A) NAME OF ELIGIBLE RECIPIENT: Gadsden County District School Board
B) Project Number (DOE USE ONLY): 200-1271A-1CH01

E) TAPS Number 11A095

count	Activity	Function	Object	Account Title and Description	FTE	Amount	% ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
1	provide tutoring and summer literacy program for homeless students	5100	120	<u>Classroom Teachers</u> Salary for one regular education teacher (Tutors) to provide tutoring and summer literacy program (\$10 per hour x 4 hours x 29 days)	0.090	\$2,204.00	100.00%	✓	✓	✓
2	Provide tutoring and summer literacy program for homeless students	5100	210	<u>Retirement</u> for tutors	0.000	\$217.10	100.00%	✓	✓	✓
3	Provide tutoring and summer literacy program for homeless students	5100	220	<u>Social Security</u> for tutors	0.000	\$168.60	100.00%	✓	✓	✓
4	provide school and other supplies to homeless students and their families	5100	510	<u>Supplies</u> Materials and supplies for purchase of student school supplies, literacy packet materials, and backpacks for approximately 600 homeless students - including forms, surveys, applications, flyers, and brochures	0.000	\$6,159.58	100.00%	✓	✓	✓
5	Provide homeless students with school supplies, supplemental educational books and	5100	510	<u>Supplies</u> Materials for approximately 600 homeless children for school supplies, supplemental educational books, and clothing	0.000	\$4,050.00	100.00%	✓	✓	✓

	uniforms so they are fully engaged in school		(uniforms)							
6	maintain records and track students via the student database	6100	310	<u>Professional and Technical Services</u> clerical assistance to maintain records and track students via the student database (\$15 hr x 5 days)	0.000	\$595.57	100.00%	✓	✓	✓
7	conduct outreach activities, provide training and conduct project evaluations	6100	310	<u>Professional and Technical Services</u> Consultant services for outreach, training and formative/summative project evaluations (including hiring two persons to work with liaison to kick off the program and meet with parents and staff at each school to identify homeless students and get them recorded properly and pass out supplies at \$10 per hour approximately 75 hours; program evaluation at approximately \$5,000; other consultant services as program progresses to work with data liaisons to ensure proper reporting \$1,000	0.000	\$7,500.00	100.00%	✓	✓	✓
8	serve as homeless liaison to carry out the requirements of the McKinney-Vento Act	6100	311	<u>Subagreements up to \$25,000</u> consultant services to serve as the homeless liaison	0.000	\$25,000.00	100.00%	✓	✓	✓
9	serve as homeless liaison to carry out the requirements of the McKinney-Vento Act	6100	312	<u>Subagreements greater than \$25,000</u> consultant services to serve as the homeless liaison	0.000	\$17,000.00	100.00%	✓	✓	✓
10	Provide	6130	310	<u>Professional and</u>	0.000	\$902.15	100.00%	✓	✓	✓

	assistance to homeless students and their families			<u>Technical Services</u> Health Services to support approximately 100 homeless students and their families such as health co-pays, and other agency fees that are not paid for assisting agencies. (Medical, dental, psychiatric and nurse services)						
11	Provide professional development to homeless liaison related to homeless issues	6400	330	<u>Travel</u> for homeless liaison to attend state and national technical assistance meetings related to homeless issues, including mileage, per diem, lodging, and car rental (2 two day meetings at approximately \$1,061 per meeting for liaison - includes car rental, per diem, hotel, flight)	0.000	\$2,112.00	100.00%	✓	✓	✓
12	Indirect costs @ 3.79%	7200	790	<u>Miscellaneous Expenses</u> to support the homeless program Indirect Cost Rate - 3.79%	0.000	\$1,936.00	100.00%	✓	✓	✓
13	provide transportation for homeless students to attend after school tutoring and summer literacy programs	7800	160	<u>Other Support Personnel</u> Salary for one bus driver @ \$12 hr. X 4 hrs X 29 days to transport approximately 50 homeless students from after school tutoring and summer literacy programs	0.090	\$1,000.00	100.00%	✓	✓	✓
14	provide transportation for homeless students to attend after school tutoring and summer literacy programs	7800	210	<u>Retirement</u> retirement for bus driver	0.000	\$77.00	100.00%	✓	✓	✓
15	provide transportation for homeless students to attend after school	7800	220	<u>Social Security</u> social security for bus driver	0.000	\$73.00	100.00%	✓	✓	✓

	tutoring and summer literacy programs									
16	provide transportation for homeless students to attend after school tutoring and summer literacy programs	7800	230	<u>Group Insurance</u> group health for bus driver	0.000	\$100.00	100.00%	✓	✓	✓
17	provide transportation for homeless students to attend after school tutoring and summer literacy programs	7800	232	<u>Life Insurance</u> life insurance for bus driver	0.000	\$2.00	100.00%	✓	✓	✓
18	provide transportation for homeless students to attend after school tutoring and summer literacy programs	7800	240	<u>Workers Compensation</u> workers compensation for bus driver	0.000	\$3.00	100.00%	✓	✓	✓
19	provide transportation for homeless students to attend after school tutoring and summer literacy programs	7800	460	<u>Diesel Fuel</u> Diesel to transport or approximately 100 homeless students from after school tutoring and summer literacy program	0.000	\$900.00	100.00%	✓	✓	✓
Totals:					0.180	\$70,000.00				

DOE 101

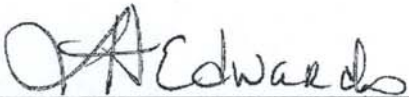



Dr. Eric J. Smith, Commissioner

10/12/2010

**Florida Department of Education
Project Award Notification**

proj. 4222210
4222211

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-2221A-1RB01
3 PROJECT/PROGRAM TITLE Title I, Part A Public School Choice Options TAPS 11A048	4 AUTHORITY 84.010A Title I, Part A, Basic
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2010 - 06/30/2011 Program Period: 07/01/2010 - 06/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 588,214.00 Amendment Amount: Estimated Roll Forward: \$ 35,000.00 Certified Roll Amount: Total Project Amount: \$ 623,214.00	8 REIMBURSEMENT OPTION Reimbursement of Expenditures
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>06/30/2011</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2011</u> Last date for receipt of proposed budget and program amendments: <u>05/31/2011</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: 	
10 DOE CONTACTS Program: Melvin Herring III Phone: (850) 245 - 0684 Email: melvin.herring@fldoe.org Grants Management: Unit A (850) 245-0496	11 DOE FISCAL DATA DBS: 40 90 20 EO: 12 Object: 720035
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. The payment method for this project has been revised from Federal Cash Advance to Reimbursement of Expenditures. This special condition will remain in effect until monitoring findings are resolved. 	
13 APPROVED: <div style="display: flex; justify-content: space-between;"> <div data-bbox="162 1680 779 1848">  <hr/> Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div data-bbox="893 1701 1185 1827"> <p>9/24/10</p> <hr/> Date of Signing </div> <div data-bbox="1282 1585 1510 1795">  </div> </div>	

**FLORIDA DEPARTMENT OF EDUCATION
BUDGET DESCRIPTION FORM -
Title I Part A: School Choice with Transportation & SES**

A) NAME OF ELIGIBLE RECIPIENT: Gadsden County District School Board
B) Project Number (DOE USE ONLY): 200-2221A-~~4EB01~~ *IRB01*

E) TAPS Number 11A048

count	Activity	Function	Object	Account Title and Description	FTE	Amount
1	Provider fees for eligible students to receive SES beginning October 15	5100	310	<u>Professional and Technical Services</u> Supplemental Education Services provider	0.000	\$470,278.00
2	Postage for notification of CWT and SES	6300	370	<u>Communications</u> Postage	0.000	\$2,850.00
3	Copying and printing for notifications related to Public School Options to include letters, provider directories, notifications about provider fairs	6300	390	<u>Other Purchased Services</u> Copying and printing costs for notifications	0.000	\$2,000.00
4	clerical assistance to assist with mailings and correspondence for SES/CWT	6300	391	<u>Subagreements up to \$25,000</u> clerical assistance	0.000	\$808.00
5	Envelopes, labels, paper, cartridges for services related to administration of school choice program	6300	510	<u>Supplies</u> Supplies for services related to administration of school choice program	0.000	\$224.00
6	total of 1.5 bus driver salaries (split between several busses) responsible for transporting students participating in NCLB CWT with drivers distributing students to schools of choice after leaving home schools	7800	160	<u>Other Support Personnel</u> Salary for bus drivers (split between several busses)	1.500	\$37,100.00
7	Retirement - bus drivers	7800	210	<u>Retirement</u> for Bus Drivers	0.000	\$4,233.00
8	Social Security	7800	220	<u>Social Security</u> for Bus Drivers	0.000	\$2,838.00
9	Group Insurance	7800	230	<u>Group insurance</u> for Bus Drivers	0.000	\$7,004.00
10	Workers Compensation	7800	240	<u>Workers Compensation</u> for Bus Drivers	0.000	\$225.00
11	Life Insurance	7800	240	<u>Workers Compensation</u> for Bus Drivers	0.000	\$1,050.00
12	fuel costs for CWT to receiving schools from home school of students participating in Choice with Transportation - methodology for	7800	450	<u>Gasoline</u> Fuel costs for CWT to receiving schools from home	0.000	\$94,604.00

Grant Reporting

determining fuel costs has been provided to school
Alricky Smith and is per the district policies for
transportation and the estimated mileage
necessary to transport students

Totals: 1.500 \$623,214.00

DOE 101



Dr. Eric J. Smith, Commissioner

7800s choice w/ Transportation 4222211

2010-2011 Title I Choice Budget Breakdown

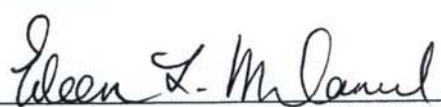

420	5100	310	41	\$76,585.71	project 4222210
420	7800	160	41	\$10,759.00	
420	7800	210	41	\$1,227.57	
420	7800	220	41	\$823.02	
420	7800	230	41	\$2,031.16	
420	7800	232	41	\$65.25	
420	7800	240	41	\$304.50	
420	7800	450	41	\$27,435.16	
420	5100	310	51	\$32,689.02	project 4222210
420	5100	310	61	\$49,050.00	
420	5100	310	71	\$23,349.30	
420	5100	310	91	\$25,217.25	
420	7800	160	91	\$5,861.80	
420	7800	210	91	\$668.81	
420	7800	220	91	\$448.40	
420	7800	230	91	\$1,106.63	
420	7800	232	91	\$35.55	
420	7800	240	91	\$165.90	
420	7800	450	91	\$14,947.40	
420	5100	310	141	\$28,019.16	project 4222210
420	5100	310	151	\$46,698.61	
420	7800	160	151	\$964.50	
420	7800	210	151	\$110.06	
420	7800	220	151	\$73.79	
420	7800	230	151	\$182.10	
420	7800	232	151	\$5.85	
420	7800	240	151	\$27.30	
420	7800	450	151	\$2,459.70	
420	5100	310	171	\$25,217.25	project 4222210
420	7800	160	171	\$964.60	
420	7800	210	171	\$110.06	
420	7800	220	171	\$73.79	
420	7800	230	171	\$182.10	
420	7800	232	171	\$5.85	
420	7800	240	171	\$27.30	
420	7800	450	171	\$2,459.70	
420	5100	310	201	\$68,646.06	project 4222210
420	7800	160	201	\$11,723.70	
420	7800	210	201	\$1,337.63	
420	7800	220	201	\$896.81	
420	7800	230	201	\$2,213.27	
420	7800	232	201	\$71.10	
420	7800	240	201	\$331.80	

420	7800	450	201	\$29,894.90	
420	5100	310	211	\$49,050.00	project 4222210
420	7800	160	211	\$6,826.40	
420	7800	210	211	\$778.87	
420	7800	220	211	\$522.19	
420	7800	230	211	\$1,288.74	
420	7800	232	211	\$41.40	
420	7800	240	211	\$193.20	
420	7800	450	211	\$17,407.14	
420	5100	310	231	\$32,680.03	} project 4222210
420	6300	370	9001	\$2,850.00	
420	6300	390	9001	\$2,000.00	
420	6300	391	9001	\$808.00	
420	6300	510	9001	\$224.00	
420	5100	310	9102	\$13,075.61	
				\$623,214.00	

doesn't have to be
in rank order 10/18/10 RR

**Florida Department of Education
Project Award Notification**

Proj. 4222412

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-2241A-1RT01
3 PROJECT/PROGRAM TITLE Title II Teacher and Principal Training and Recruiting <p align="center">TAPS 11A052</p>	4 AUTHORITY 84.367A Title II, Part A State Grants
5 AMENDMENT INFORMATION Amendment Number: 1 Type of Amendment: Budget: Increase Effective Date: 09/21/2010	6 PROJECT PERIODS Budget Period: 07/01/2010 - 06/30/2011 Program Period: 07/01/2010 - 06/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 158,945.00 Amendment Amount: \$ 476,833.00 Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 635,778.00	8 REIMBURSEMENT OPTION Reimbursement of Expenditures
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>06/30/2011</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2011</u> • Last date for receipt of proposed budget and program amendments: <u>06/30/2011</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date for 2009-10 program annual report: <u>09/30/2010</u> 	
10 DOE CONTACTS Program: Peggy Primicerio Phone: (850) 245 - 0734 Email: Peggy.Primicerio@fldoe.org Grants Management: Unit A (850) 245-0496	11 DOE FISCAL DATA DBS: 44 90 40 EO: G6 Object: 720035
12 TERMS AND SPECIAL CONDITIONS This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. Any unexpended general revenue funds must be returned by check issued to the Florida Department of Education, with the final expenditure report. The check must clearly identify the project number for which funds are being returned. In the event that the Governor and Cabinet are required to impose a mandatory reserve on the current year appropriation, this Agreement shall be amended to place in reserve the amount determined by the Department of Education to be necessary because of the mandatory reserve in the appropriation. Approximately fifty percent (50%) of the funds appropriated for Title II grants became available on July 1, 2010. The LEA is authorized to obligate funds in the amount of \$317,889 until October 1, 2010, when the remaining funds will become available. If the district includes estimated roll-forward funds, the district will be authorized to expend estimated roll-forward funds when the Department of Education Comptroller's Office certifies these funds. The Estimated Roll Forward is \$120,000.00 will be amended into the project when the roll is certified by the Comptroller's Office.	
13 APPROVED: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;">  _____ Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="width: 30%; text-align: center;"> 9/23/10 _____ Date of Signing </div> <div style="width: 15%; text-align: right;">  </div> </div>	

**FLORIDA DEPARTMENT OF EDUCATION
BUDGET DESCRIPTION FORM -
Title II, Part A, Teacher and Principal Training and Recruiting Fund**

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

B) Project Number (DOE USE ONLY): **200-2241A-10T01**

R

E) TAPS Number 11A052

count	Activity	Function	Object	Account Title and Description	FTE	Amount
1	For trainings held during pre-planning and afterschool hours	6400	120	<u>Classroom Teachers</u> Classroom Teachers	0.000	\$20,000.00
2	To support 10 instructional coaches	6400	130	<u>Other Certified Instructional Personnel</u> Classroom teachers	10.000	\$455,000.00
3	Stipends for district sponsored training	6400	130	<u>Other Certified Instructional Personnel</u> Classroom Teachers	0.000	\$20,000.00
4	Substitute teachers to cover classrooms for teachers to attend trainings	6400	140	<u>Substitute Teachers</u> Substitute Teachers	0.000	\$5,000.00
5	Retirement	6400	210	<u>Retirement</u> Retirement	0.000	\$52,000.00
6	Social Security	6400	220	<u>Social Security</u> Social Security	0.000	\$34,808.00
7	Group Insurance	6400	230	<u>Group Insurance</u> Group Insurance	0.000	\$46,680.00
8	Life Insurance	6400	232	<u>Life Insurance</u> Life Insurance	0.000	\$1,500.00
9	Workers Compensation	6400	240	<u>Workers Compensation</u> Workers Compensation	0.000	\$7,000.00
10	Consultants to provide trainings	6400	310	<u>Professional and Technical Services</u> Professional and Technical Servi...	0.000	\$32,564.00
11	Travel for annual meetings and workshops	6400	330	<u>Travel</u> Travel	0.000	\$21,512.00
12	Rentals for online software for professional development	6400	360	<u>Rentals</u> Rentals	0.000	\$4,000.00
13	Materials and supplies for professional development	6400	510	<u>Supplies</u> Supplies	0.000	\$9,000.00
14	School allocation for dues and fees	6400	730	<u>Dues and Fees</u> Dues and Fees	0.000	\$1,000.00
15	Tuition and testing reimbursement for coursework to be highly qualified	6400	730	<u>Dues and Fees</u> Dues and Fees	0.000	\$4,000.00
16	Salary for Director of Staff Development (50%)	7200	110	<u>Administrators</u> Administrator	0.500	\$32,500.00
17	Retirement	7200	210	<u>Retirement</u> Retirement	0.000	\$4,028.00
18	Social Security	7200	220	<u>Social Security</u> Social Security	0.000	\$2,677.00

Grant Reporting

19	Group Insurance	7200	230	Group Insurance Group Insurance	0.000	\$2,334.00
20	Life Insurance	7200	232	Life Insurance Life Insurance	0.000	\$75.00
21	Workers Compensation	7200	240	Workers Compensation Workers Compensation	0.000	\$100.00
Totals:					10.500	\$755,778.00

Project processed as Reimbursement per DOE Leadership. Reimbursement as the payment type prohibits system generated use of the estimated roll function in Block 7 of the DOE 200 Project Award Notification. Estimated Roll Award has been noted on the DOE 200 Block 12 to acknowledge the amount $\frac{1}{4}$. Once the certified Roll letters are released by the comptroller, the budget will be revised to reflect Actual allocation of roll funds



Dr. Eric J. Smith, Commissioner

J. Smith
9/21/16

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7c

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEMS: Budget Amendment Number Two

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

To establish budget for ARRA Equipment for Food Service **\$12,529.00**

FUND SOURCE: 431 Fund

AMOUNT: \$12,529.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

Gadsden County School Board
431 (State Fiscal Stabilization) Fund Appropriations
Budget Amendment Number
Two

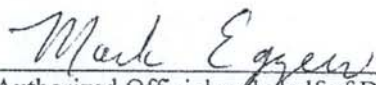

431 FUND		BEGINNING BUDGET 10/11/2010		BUDGET AMENDMENT NUMBER TWO		BUDGET BALANCE 10/11/2010	
FUNCTION/ OBJECT							
5100	100	\$	-	\$	-	\$	-
K-12 Instructional	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
	FUNCTOTAL	\$	-	\$	-	\$	-
5200	100	\$	-	\$	-	\$	-
Exceptional	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
	FUNCTOTAL	\$	-	\$	-	\$	-
5300	100	\$	-	\$	-	\$	-
Vocational Technical	200	\$	-	\$	-	\$	-
	300	\$	-	\$	-	\$	-
FUNCTOTAL	\$	-	\$	-	\$	-	
6400	100	\$	-	\$	-	\$	-
Instructional Staff Training	300	\$	975.00	\$	-	\$	975.00
	500	\$	-	\$	-	\$	-
	700	\$	-	\$	-	\$	-
FUNCTOTAL	\$	975.00	\$	-	\$	975.00	
7600	600	\$	-	\$	12,529.00	\$	12,529.00
Food Service							
FUNCTOTAL	\$	-	\$	12,529.00	\$	12,529.00	
GRANDTOTAL	\$	975.00	\$	12,529.00	\$	13,504.00	

**Gadsden County School Board
 432 (Targeted ARRA Stimulus) Fund Estimated Revenue
 Budget Amendment Number
 Thirty-Nine**

431 REVENUE OBJECT	ESTIMATED REVENUE	10/11/10	BUDGET AMENDMENT NUMBER TWO	ENDING ESTIMATED 10/11/2010		
210	\$	975.00	\$	12,529.00	\$	13,504.00
211	\$	-	\$	-	\$	-
299	\$	-	\$	-	\$	-
GRAND TOTAL	\$	975.00	\$	12,529.00	\$	13,504.00

**Florida Department of Education
Project Award Notification**

Proj 435926S

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-5921S-1CZE1
3 PROJECT/PROGRAM TITLE 2010-11 State Appropriated Equipment Assistance, USDE#S397A90010 <p align="center">TAPS 11BS02</p>	4 AUTHORITY 84.397 LI 102 ARRA State Fiscal Stabilization Fund
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 07/01/2010 - 02/28/2011 Program Period: 07/01/2010 - 02/28/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 12,529.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 12,529.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>02/28/2011</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>04/20/2011</u> • Last date for receipt of proposed budget and program amendments: <u>02/28/2011</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: 	
10 DOE CONTACTS Program: Suzanne Tart Phone: (850) 245 - 9330 Email: Suzanne.Tart@fldoe.org Grants Management: Unit B (850) 245-0496	11 DOE FISCAL DATA DBS: 03 90 60 EO: SV Object: 720035
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. In addition, the sub-recipient must comply with all expenditure, transparency, accountability, and reporting requirements specified in the American Recovery and Reinvestment Act of 2009 (ARRA), ARRA regulations, and the ARRA specific assurances agreed to in the application for ARRA funds. • For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. • Other: 2 CFR 176.210(b) and (d), provides that recipients are to require their sub-recipients to specifically identify Recovery Act funding on their Schedule of Expenditures of Federal Awards (SEFA) by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA and as separate rows on the Data Collection Form (SF-SAC) required by OMB Circular A-133. Further, in identifying Recovery Act expenditures, the prefix "ARRA" must be used in the name of the Federal program. The information allows the recipient to properly monitor sub-recipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office. 	
13 APPROVED: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="width: 45%;">  <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="width: 25%; text-align: center;"> <i>10/1/10</i> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> Date of Signing </div> <div style="width: 25%; text-align: right;">  </div> </div>	

DOE-200
Revised 02/05

**FLORIDA DEPARTMENT OF EDUCATION
BUDGET NARRATIVE FORM - State Fiscal Stabilization Funds**

A) GADSDEN COUNTY SCHOOL BOARD
Name of Eligible Applicant/Fiscal Agent:

C) TAPS NUMBER
11BS02

B) 200-59215-1C2E1
DOE Assigned Project Number:

D) SPECIAL REVENUE FUND CODE
431

Proposed Budget											DOE Use Only					
(1) ARRA			(2) School or District-Based Expenditure	(3) Program Set-Aside Code	(4) Activity	(5) Function	(6) Object	(7) Account Title and Description	(8a) Position Code	(8b) FTE (decimal value)	(9) Amount (decimal value, no dollar sign)	(10) % Allocated to Award	(11) Allowable	(12) Reasonable	(13) Necessary	
Assurance	Principle	Strategy														
									Instructional Position? <input type="checkbox"/> Yes <input type="checkbox"/> No							
D	D	21	SCHOOL		PURCHASE EQUIPMENT FOOD SERVICE DEPT. TO IMPROVE FOOD SAFETY AND STUDENT NUTRITION	7600	641	FOOD SERVICE EQUIPMENT 3-MILK COOLERS - West Gadsden HS, CARTER PARKWAY ACADEMY, CHATTahoochee ES	Instructional Position? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	\$ 8,022.84	100%	✓	✓	✓	
D	D	21	SCHOOL		PURCHASE EQUIPMENT FOOD SERVICE DEPT. TO IMPROVE FOOD SAFETY AND STUDENT NUTRITION	7600	641	FOOD SERVICE EQUIPMENT ICE MACHINE - Greensboro ES	Instructional Position? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	0	\$ 2,678.00	100%	✓	✓	✓	
D	D	21	SCHOOL		PURCHASE EQUIPMENT FOOD SERVICE DEPT. TO IMPROVE FOOD SAFETY AND STUDENT NUTRITION			FOOD SERVICE EQUIPMENT SLICER - Steward Street ES	Instructional Position? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		\$ 1,828.16	68%	✓	✓	✓	
D	D	21	SCHOOL		THE BALANCE \$1,183.84 WILL BE PAID FOR OUT OF CAPITAL OUTLAY FUNDS	999	641		Instructional Position? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
(E) TOTAL											12,529.00					

DOE 101-R
Revised 8/10

Dr. Eric J Smith, Commissioner



Gadsden County School Board
431 (State Fiscal Stabilization) Fund Appropriations
Budget Amendment Number
Two

431 FUND					
FUNCTION/ OBJECT		BEGINNING BUDGET 10/11/2010		BUDGET AMENDMENT NUMBER TWO	BUDGET BALANCE 10/11/2010
5100	100	\$ -		\$ -	\$ -
K-12 Instructional	200	\$ -		\$ -	\$ -
	300	\$ -		\$ -	\$ -
	FUNCTOTAL	\$ -		\$ -	\$ -
5200	100	\$ -		\$ -	\$ -
Exceptional	200	\$ -		\$ -	\$ -
	300	\$ -		\$ -	\$ -
	FUNCTOTAL	\$ -		\$ -	\$ -
5300	100	\$ -		\$ -	\$ -
Vocational Technical	200	\$ -		\$ -	\$ -
	300	\$ -		\$ -	\$ -
	FUNCTOTAL	\$ -		\$ -	\$ -
6400	100	\$ -		\$ -	\$ -
Instructional Staff Training	300	\$ 975.00		\$ -	\$ 975.00
	500	\$ -		\$ -	\$ -
	700	\$ -		\$ -	\$ -
	FUNCTOTAL	\$ 975.00		\$ -	\$ 975.00
7600					
Food Service	600	\$ -		\$ 12,529.00	\$ 12,529.00
	FUNCTOTAL	\$ -		\$ 12,529.00	\$ 12,529.00
GRANDTOTAL		\$ 975.00		\$ 12,529.00	\$ 13,504.00

**Gadsden County School Board
 432 (Targeted ARRA Stimulus) Fund Estimated Revenue
 Budget Amendment Number
 Two**

431 REVENUE OBJECT	ESTIMATED		BUDGET AMENDMENT		ENDING ESTIMATED	
	REVENUE	10/11/10	NUMBER TWO		10/11/2010	
210	\$	975.00	\$	12,529.00	\$	13,504.00
211	\$	-	\$	-	\$	-
299	\$	-	\$	-	\$	-
GRAND TOTAL	\$	975.00	\$	12,529.00	\$	13,504.00

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7d

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEMS: Budget Amendment Number Three

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

To adjust budgets by function/object codes

FUND SOURCE: 432 (TARGETED ARRA STIMULUS FUNDS) Funds

AMOUNT: \$.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

Gadsden County School Board
432 (Targeted ARRA Stimulus) Fund Appropriations
Budget Amendment Number
Three

432 FUND					
FUNCTION/ OBJECT		BEGINNING BUDGET 10/12/2010	BUDGET AMENDMENT NUMBER THREE	BUDGET BALANCE 10/12/2010	
5100	100	\$ 341,644.92	\$ (108,844.36)	\$ 232,800.56	
K-12 Instructional	200	\$ (30,212.94)	\$ 66.38	\$ (30,146.56)	
	300	\$ 398,243.08	\$ -	\$ 398,243.08	
	500	\$ 59,828.18	\$ -	\$ 59,828.18	
	600	\$ 12,140.00	\$ 33,590.43	\$ 45,730.43	
	700	\$ 37,611.00	\$ -	\$ 37,611.00	
FUNCTOTAL		\$ 819,254.24	\$ (75,187.55)	\$ 744,066.69	
5200	100	\$ 56,732.13	\$ -	\$ 56,732.13	
Exceptional	200	\$ 30,368.45	\$ -	\$ 30,368.45	
Instruction	300	\$ -	\$ -	\$ -	
	500	\$ 76,883.03	\$ -	\$ 76,883.03	
	600	\$ 82,328.42	\$ -	\$ 82,328.42	
	700	\$ -	\$ -	\$ -	
FUNCTOTAL		\$ 246,312.03	\$ -	\$ 246,312.03	
5500	100	\$ -	\$ -	\$ -	
Pre-K	200	\$ -	\$ -	\$ -	
	300	\$ -	\$ -	\$ -	
	500	\$ -	\$ -	\$ -	
FUNCTOTAL		\$ -	\$ -	\$ -	
6100	100	\$ 186,438.99	\$ -	\$ 186,438.99	
Pupil	200	\$ 110,928.71	\$ -	\$ 110,928.71	
Personnel	300	\$ 10,230.55	\$ -	\$ 10,230.55	
Services	500	\$ 15,185.54	\$ -	\$ 15,185.54	
	600	\$ -	\$ -	\$ -	
	700	\$ 2,360.25	\$ -	\$ 2,360.25	
FUNCTOTAL		\$ 325,144.04	\$ -	\$ 325,144.04	
6200	100	\$ -	\$ -	\$ -	
Instructional	200	\$ -	\$ -	\$ -	
Media	300	\$ -	\$ -	\$ -	
Service	500	\$ -	\$ -	\$ -	
	600	\$ 29,438.72	\$ 109,726.31	\$ 139,165.03	
	700	\$ -	\$ -	\$ -	
6200 FUNCTOTAL		\$ 29,438.72	\$ 109,726.31	\$ 139,165.03	

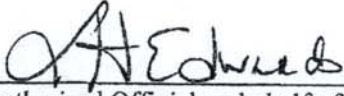
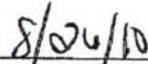

Gadsden County School Board
432 (Targeted ARRA Stimulus) Fund Appropriations
Budget Amendment Number

				Three		
6300	100	\$	-	\$	-	\$
Instructional	200	\$	-	\$	-	\$
Curriculum Dev.	300	\$	23,300.00	\$	-	\$
	500	\$	476.40	\$	-	\$
	600	\$	2,955.16	\$	-	\$
	700	\$	-	\$	-	\$
FUNCTOTAL		\$	26,731.56	\$	-	\$
26,731.56						
6400	100	\$	171,475.09	\$	(15,696.81)	\$
Instructional	200	\$	12,421.35	\$	-	\$
Staff Training	300	\$	36,103.92	\$	(14,016.00)	\$
	500	\$	2,725.95	\$	(2,725.95)	\$
	600	\$	-	\$	-	\$
	700	\$	2,100.00	\$	(2,100.00)	\$
FUNCTOTAL		\$	224,826.31	\$	(34,538.76)	\$
190,287.55						
7200	100	\$	-	\$	-	\$
General Admin.	200	\$	-	\$	-	\$
	300	\$	22,000.00	\$	-	\$
	500	\$	-	\$	-	\$
	600	\$	-	\$	-	\$
	700	\$	75,184.62	\$	-	\$
FUNCTOTAL		\$	97,184.62	\$	-	\$
97,184.62						
7700	100	\$	-	\$	-	\$
Central Services	200	\$	-	\$	-	\$
	300	\$	-	\$	-	\$
FUNCTOTAL		\$	-	\$	-	\$
-						
7800	100	\$	2,016.00	\$	14,250.00	\$
Transportation	200	\$	200.00	\$	10,750.00	\$
	300	\$	-	\$	4,200.00	\$
	400	\$	4,200.00	\$	(4,200.00)	\$
	500	\$	-	\$	-	\$
	600	\$	-	\$	-	\$
	700	\$	27,129.00	\$	(25,000.00)	\$
FUNCTOTAL		\$	33,545.00	\$	-	\$
33,545.00						
GRANDTOTAL		\$	1,802,436.52	\$	(0.00)	\$
1,802,436.52						

**Gadsden County School Board
 432 (Targeted ARRA Stimulus) Fund Estimated Revenue
 Budget Amendment Number
 Three**

432 REVENUE OBJECT	ESTIMATED REVENUE 10/12/10	BUDGET AMENDMENT NUMBER THREE	ENDING ESTIMATED 10/12/2010
230	\$ 660,669.15	\$ -	\$ 660,669.15
240	\$ 1,122,899.92	\$ -	\$ 1,122,899.92
290	\$ -	\$ -	\$ -
299	\$ 18,867.45	\$ -	\$ 18,867.45
GRAND TOTAL	\$ 1,802,436.52	\$ -	\$ 1,802,436.52

**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-2260S-0CZ01
3 PROJECT/PROGRAM TITLE Title I School Improvement Initiative-Targeted USDE #S389A090009A <p align="center">TAPS 10AR06</p>	4 AUTHORITY 84.389 Title I A American Recovery and Reinvestment Act
5 AMENDMENT INFORMATION Amendment Number: 1 Type of Amendment: Budget: Changes Effective Date: 07/23/2010	6 PROJECT PERIODS Budget Period: 09/16/2009 - 09/30/2011 Program Period: 09/16/2009 - 09/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 261,456.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 261,456.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>09/30/2011</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>11/20/2011</u> Last date for receipt of proposed budget and program amendments: <u>09/30/2011</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: 	
10 DOE CONTACTS Program: Anna Moore Phone: (850) 245 - 0726 Email: Anna.Moore@fldoe.org Grants Management: Unit A (850) 245-0496	11 DOE FISCAL DATA DBS: 40 90 20 EO: S7 Object: 720035
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. In addition, the sub-recipient must comply with all expenditure, transparency, accountability, and reporting requirements specified in the American Recovery and Reinvestment Act of 2009 (ARRA), ARRA regulations, and the ARRA specific assurances agreed to in the application for ARRA funds. For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. 2 CFR 176.210(b) and (d), provides that recipients are to require their subrecipients to specifically identify Recovery Act funding on their Schedule of Expenditures of Federal Awards (SEFA) by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA and as separate rows on the Data Collection Form (SF-SAC) required by OMB Circular A-133. Further, in identifying Recovery Act expenditures, the prefix "ARRA" must be used in the name of the Federal program. The information allows the recipient to properly monitor subrecipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office. 	
13 APPROVED: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <hr/> Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="width: 25%; text-align: center;">  <hr/> Date of Signing </div> <div style="width: 25%; text-align: right;">  </div> </div>	

A) Gadsden County School District District/Agency Name B) 200-2260S-0CS01 / 10AR06 Project Number / TAPS Number
00201

C) 3 Amendment Number

FLORIDA DEPARTMENT OF EDUCATION BUDGET AMENDMENT NARRATIVE FORM

D) Total Project Amount Currently Approved \$ <u>261,456</u>	E) Total Project Amount resulting from this Budget Amendment \$ <u>261456</u>
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F) Line Item Description					
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE	AMOUNT INCREASE	AMOUNT DECREASE
6400	330	Travel, training for Riverside		\$10,000	
6400	120	Stipends for teacher training for Riverside		\$25,000	
5100	140	Substitute teachers for substitutes for Riverside training		\$20,000	
5100	120	Classroom Teachers – after school tutoring programs			\$60,000
6400	310	Professional and Technical – consultants for reading, math, science			\$5,000
6400	310	Professional and Technical – training for Riverside data management system		\$10,000	
Total				\$65,000	\$65,000

Amount Increase


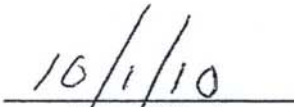

Amount Decrease

0.00

0.00



**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-2260S-0CZ01
3 PROJECT/PROGRAM TITLE Title I School Improvement Initiative-Targeted USDE #S389A090009A <p align="center">TAPS 10AR06</p>	4 AUTHORITY 84.389 Title I A American Recovery and Reinvestment Act
5 AMENDMENT INFORMATION Amendment Number: 2 Type of Amendment: Budget: Changes Effective Date: 09/14/2010	6 PROJECT PERIODS Budget Period: 09/16/2009 - 09/30/2010 Program Period: 09/16/2009 - 09/30/2010
7 AUTHORIZED FUNDING Current Approved Budget: \$ 261,456.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 261,456.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>09/30/2010</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>11/20/2010</u> • Last date for receipt of proposed budget and program amendments: <u>09/30/2010</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: 	
10 DOE CONTACTS Program: Anna Moore Phone: (850) 245 - 0726 Email: Anna.Moore@fldoe.org Grants Management: Unit A (850) 245-0496	11 DOE FISCAL DATA DBS: 40 90 20 EO: S7 Object: 720035
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. In addition, the sub-recipient must comply with all expenditure, transparency, accountability, and reporting requirements specified in the American Recovery and Reinvestment Act of 2009 (ARRA), ARRA regulations, and the ARRA specific assurances agreed to in the application for ARRA funds. • For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. • 2 CFR 176.210(b) and (d), provides that recipients are to require their subrecipients to specifically identify Recovery Act funding on their Schedule of Expenditures of Federal Awards (SEFA) by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA and as separate rows on the Data Collection Form (SF-SAC) required by OMB Circular A-133. Further, in identifying Recovery Act expenditures, the prefix "ARRA" must be used in the name of the Federal program. The information allows the recipient to properly monitor subrecipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office. 	
13 APPROVED: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;">  Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="text-align: center;">  Date of Signing </div> <div style="text-align: right;">  </div> </div>	

DOE-200
Revised 02/05

A) Gadsden County School District District/Agency Name B) 200-2260S-02501 / 10AR06 Project Number TAPS Number
 C) 2 Amendment Number

FLORIDA DEPARTMENT OF EDUCATION BUDGET AMENDMENT NARRATIVE FORM

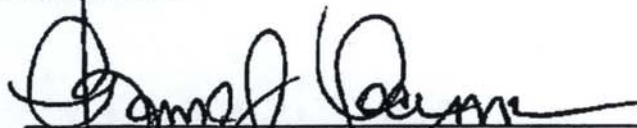

D) Total Project Amount Currently Approved \$ <u>260,414</u>	E) Total Project Amount resulting from this Budget Amendment \$ <u>260,414</u>
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F) Line Item Description

FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE	AMOUNT INCREASE	AMOUNT DECREASE
6400	330	Travel, training for Riverside			\$10,000
6400	120	Stipends for teacher training for Riverside			\$25,000
5100	140	Substitute teachers for substitutes for Riverside training			\$20,000
5100	120	Classroom Teachers – after school tutoring programs			\$49,000
6400	310	Professional and Technical – consultants for reading, math, science			\$5,000
6400	310	Professional and Technical – training for Riverside data management system			\$10,000
6200	644	Computer equipment – non capitalized (purchase of 420 document cameras for the classroom)		\$119,000	
		0.0			
		<i>Amount Decrease</i>			
		10,000.00			
		25,000.00			
		20,000.00			
		49,000.00			
		5,000.00			
		10,000.00			
		119,000.00			
		0.0			
				Total	Total
				\$119,000	\$119,000



**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT Gadsden County School District	2 PROJECT NUMBER 200-2630S-0CY01
3 PROJECT/PROGRAM TITLE IDEA, Part B, ARRA; USDE # H391A090024A <p align="center">TAPS 10CR01</p>	4 AUTHORITY 84.391A IDEA, Part B, ARRA
5 AMENDMENT INFORMATION Amendment Number: 2 Type of Amendment: Budget: Changes Effective Date: 09/14/2010	6 PROJECT PERIODS Budget Period: 04/20/2009 - 09/30/2011 Program Period: 04/20/2009 - 09/30/2011
7 AUTHORIZED FUNDING Current Approved Budget: \$ 1,694,159.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 1,694,159.00	8 REIMBURSEMENT OPTION Federal Cash Advance
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>09/30/2011</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>11/20/2011</u> • Last date for receipt of proposed budget and program amendments: <u>09/30/2011</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: 	
10 DOE CONTACTS Program: Virginia Sasser Phone: (850) 245 - 0475 Email: Virginia.Sasser@fldoe.org Grants Management: Unit C (850) 245-0496	11 DOE FISCAL DATA DBS: 40 90 40 EO: T2 Object: 720036
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the <u>General Assurances for Participation in Federal and State Programs</u>. In addition, the sub-recipient must comply with all expenditure, transparency, accountability, and reporting requirements specified in the American Recovery and Reinvestment Act of 2009 (ARRA), ARRA regulations, and the ARRA specific assurances agreed to in the application for ARRA funds. • For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. • 2 CFR 176.210(b) and (d), provides that recipients are to require their subrecipients to specifically identify Recovery Act funding on their Schedule of Expenditures of Federal Awards (SEFA) by identifying expenditures for Federal awards made under the Recovery Act separately on the SEFA and as separate rows on the Data Collection Form (SF-SAC) required by OMB Circular A-133. Further, in identifying Recovery Act expenditures, the prefix "ARRA" must be used in the name of the Federal program. The information allows the recipient to properly monitor subrecipient expenditure of ARRA funds as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office. 	
13 APPROVED: <div style="display: flex; justify-content: space-between;"> <div data-bbox="162 1701 795 1890">  <hr/> Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div data-bbox="909 1743 1201 1869"> <p align="center">9/20/10 Date of Signing</p> </div> <div data-bbox="1299 1617 1510 1827">  </div> </div>	

26305-0CY01

A) The School Board of Gadsden County
District/Agency Name

B) 200-2630A-0CB01
Project Number

10CR01
TAPS Number

C) 001
Amendment Number

FLORIDA DEPARTMENT OF EDUCATION BUDGET AMENDMENT NARRATIVE FORM

D) Total Project Amount Currently Approved <u>\$ 1,694,159.00</u>	E) Total Project Amount resulting from this Budget Amendment <u>\$ 1,694,159.00</u>
--	--

F) Line Item Description

FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE	AMOUNT INCREASE	AMOUNT DECREASE
7800	650	Motor Vehicles-Purchase busses.			25,000.00
7800	160	Bus aides for Disabled Students	2.00	25,000.00	
				25,000.00	25,000.00
				Total	Total

DOE 151
Revised 12/07

Dr. Eric J. Smith, Commissioner



Proj. 43630S9

2630S-OCY01

The School Board of Gadsden County
 District/Agency Name

B) 200-2630A-0CB01
 Project Number

10CR01
 TAPS Number

C) 001
 Amendment Number

FLORIDA DEPARTMENT OF EDUCATION BUDGET AMENDMENT NARRATIVE FORM

D) Total Project Amount Currently Approved	E) Total Project Amount resulting from this Budget Amendment
\$ 1,694,159.00✓	\$ 1,694,159.00✓

F) Line Item Description

FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE	AMOUNT INCREASE	AMOUNT DECREASE
7800	160	Bus aides for Disabled Students	2.00		10,750 ⁰⁰
	210	Retirement		1400 ⁰⁰	
	220	FICA + Medicare		1000 ⁰⁰	
	230	Medical + Dental		8000 ⁰⁰	
	232	Life Ins.		200 ⁰⁰	
	240	Workman's Comp		150 ⁰⁰	
				25,000.00	25,000.00

Total Total

DOE 151
 Revised 12/07

Dr. Eric J. Smith, Commissioner



From: Sasser, Virginia
To: JacksonW@mail.gcps.k12.fl.us
Cc:
Date: 10/12/10 03:15 pm
Subject: Amendment Inquiry
Attachments:

Dear Wilma:

I verified with our grants office that you will not need to submit another amendment request for approval to include the benefits for the bus aides. This revision can be achieved by the district finance office.

Let me know if you need further assistance.

Virginia Sasser

Program Specialist

Florida Department of Education

Bureau of Exceptional Education and

Student Services

Phone: 850/245-0475; Suncom 205-0475

FAX: 850/245-0953

E-mail: Virginia.Sasser@fldoe.org

Subject: Approval to Transfer Funds
From: "Sasser, Virginia" <Virginia.Sasser@fldoe.org>
Date: Wed, 20 Oct 2010 11:55:52 -0400
To: "melanie king" <king_m1@firn.edu>

Dear Melanie:

This is in response to your request to transfer funds associated with the budget amendment #2, which added two bus aides.

Approval has already been granted to add two bus aides and the transfer of funds to accomplish this amendment can be made without submitting another formal budget amendment request to the DOE for approval.

Let me know if you need further assistance.

Virginia Sasser

Program Specialist
Florida Department of Education
Bureau of Exceptional Education and
Student Services
Phone: 850/245-0475; Suncom 205-0475
FAX: 850/245-0953
E-mail: Virginia.Sasser@fldoe.org

From: melanie king [mailto:king_m1@firn.edu]
Sent: Wednesday, October 20, 2010 11:36 AM
To: Sasser, Virginia
Subject: do an amendment?

Virginia,

This is a request to transfer funds from object 790 to object 160. An error was made on the actual object code for which this **fund transfer has already been approved for the two bus aides**. The budget amendment was number 2 for project 2630S-0CY01. Per the original budget, \$200,000 was allocated for 7800 function and object 650 with \$30,000 being allocated into 7800 function and object 790. The funds in object 650 were completely utilized when the two buses were purchased.

Thank you for your help.

Melanie King
Gadsden County School Board
(850)-627-9651 ext 1288

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7e

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEMS: Budget Amendment Number Four

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

To establish budget for Education Jobs Fund

FUND SOURCE: 435 (Education Jobs Fund) Funds

AMOUNT: \$ 1,116,602.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

Gadsden County School Board
 435 (Education Jobs Fund) Fund Appropriations
 Budget Amendment Number
 Four

435 FUND							
FUNCTION/ OBJECT		BEGINNING BUDGET 10/20/2010		BUDGET AMENDMENT NUMBER FOUR		BUDGET BALANCE 10/20/2010	
5100	100	\$	-	\$	790,000.00	\$	790,000.00
K-12 Instructional	200	\$	-	\$	270,602.00	\$	270,602.00
	300	\$	-	\$	56,000.00	\$	56,000.00
FUNCTOTAL		\$	-	\$	1,116,602.00	\$	1,116,602.00
GRANDTOTAL		\$	-	\$	1,116,602.00	\$	1,116,602.00

Gadsden County School Board
435 (Education Jobs Fund) Fund Estimated Revenue
Budget Amendment Number
Four

435 REVENUE OBJECT	ESTIMATED REVENUE 10/20/10	BUDGET AMENDMENT NUMBER FOUR	ENDING ESTIMATED 10/20/2010
215	\$ -	\$ 1,116,602.00	\$ 1,116,602.00
GRAND TOTAL	\$ -	\$ 1,116,602.00	\$ 1,116,602.00

**Florida Department of Education
Project Award Notification**

*Fund 435
Proj. 435 5411*

1 PROJECT RECIPIENT Gadsden County School District ✓	2 PROJECT NUMBER ✓ 200-54110-1C001
3 PROJECT/PROGRAM TITLE Education Jobs Fund <p align="center">TAPS 11AJ01</p>	4 AUTHORITY ✓84.410A Education Jobs Act, Title I
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 09/14/2010 - 06/30/2012 Program Period: 09/14/2010 - 06/30/2012 ✓
7 AUTHORIZED FUNDING Current Approved Budget: \$ 1,116,602.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$ 1,116,602.00 ✓	8 REIMBURSEMENT OPTION Federal Cash Advance ✓
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>06/30/2012</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2012</u> ✓ • Last date for receipt of proposed budget and program amendments: <u>06/30/2012</u> • Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: • Date(s) for program reports: 	
10 DOE CONTACTS Program: John Newman Phone: (850) 245 - 9610 Email: John.Newman@fldoe.org Grants Management: David Guido (850) 245-0735	11 DOE FISCAL DATA DBS: 03 90 60 ✓ EO: GB ✓ Object: 720035 ✓
12 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> • This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. • For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20th of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. • This subgrant is subject to all of the fiscal and programmatic requirements specified in Public Law 111-226, as described in the attached document: Guidance – Education Jobs Funds; Allocation of Funds, Accountability, and Reporting. A copy of this document can also be found at http://fldoe.org/EducationJobsFund/. 	
13 APPROVED: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> Authorized Official on behalf of Dr. Eric J. Smith Commissioner of Education </div> <div style="text-align: center;"> Date of Signing </div> <div style="text-align: center;"> </div> </div>	

CARDS DKeefe 9/30/10

BUDGET FOR Education Jobs Fund

435	2510	5100	120	9001	4355411	100	775000.00
435	2510	5100	210	9001	4355411	100	97772.00
435	2510	5100	220	9001	4355411	100	65025.00
435	2510	5100	230	9001	4355411	100	90000.00
435	2510	5100	232	9001	4355411	100	2805.00
435	2510	5100	240	9001	4355411	100	15000.00
435	2510	5100	140	9001	4355411	100	15000.00
435	2510	5100	310	9104	4355411	100	56000.00
435	1510		215		4355411		1116602.00

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7E

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEMS: Budget Amendment Number Five

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS:

To budget encumbrances for Head Start stimulus.

FUND SOURCE: 433 (ARRA Stimulus Grant) Funds

AMOUNT: \$5,977.47

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

Gadsden County School Board
433 (Other ARRA Stimulus Grants) Fund Appropriations
Budget Amendment Number
Five

433 FUND			BEGINNING BUDGET 10/20/2010	BUDGET AMENDMENT NUMBER FIVE	BUDGET BALANCE 10/20/2010
FUNCTION/ OBJECT					
5500	100	\$	-	\$	-
Pre-Kindergarten	200	\$	-	\$	-
	300	\$	24,983.00	\$	(21,871.25)
FUNCTOTAL		\$	24,983.00	\$	(21,871.25)
6400	100	\$	-	\$	-
Instruct Training	300	\$	-	\$	1,218.84
	700	\$	-	\$	3,364.50
FUNCTOTAL		\$	-	\$	4,583.34
7200	100	\$	-	\$	-
General Admin	200	\$	-	\$	-
	700	\$	-	\$	1,845.38
FUNCTOTAL		\$	-	\$	1,845.38
7400	100	\$	-	\$	-
Facil Acq & Contr	300	\$	-	\$	-
	400	\$	-	\$	9,000.00
	700	\$	-	\$	-
FUNCTOTAL		\$	-	\$	9,000.00
8100					
Maint of Plant	600	\$	-	\$	12,420.00
FUNCTOTAL		\$	-	\$	12,420.00
GRANDTOTAL		\$	24,983.00	\$	5,977.47
				\$	30,960.47

Gadsden County School Board
433 (Other ARRA Stimulus Grants) Fund Estimated Revenue
Budget Amendment Number
Five

433 REVENUE OBJECT	ESTIMATED REVENUE	10/20/10	BUDGET AMENDMENT NUMBER FIVE	ENDING ESTIMATED 10/20/2020
199	\$	24,983.00	\$ 5,977.47	\$ 30,960.47
GRAND TOTAL	\$	24,983.00	\$ 5,977.47	\$ 30,960.47

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8a

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEM: Contracted Services

DIVISION: Finance Department

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

PURPOSE AND SUMMARY OF ITEM:

Board approval is requested for the following purchase orders:

<u>Vendor</u>	<u>PO#</u>	<u>Amount</u>	<u>Fund</u>
Lamier Technical Services	179287	\$ 8,000.00	110
Sherrie Taylor	179307	\$27,400.00	420

FUND SOURCE: General Fund and Title X

AMOUNT: \$35,400.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

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: _____

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE
10/08/10

PURCHASE ORDER NO.
179287

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

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR VL00115000	SHIP TO THIS ADDRESS
LAMIER TECHNICAL SERVICES 9950 HOSFORD HWY. QUINCY FL 32351	MEDIA/TECH GADSDEN CO SCHL BRD 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR <i>Sonja Bridges</i>	COMPTRROLLER	SUPERINTENDENT
--	--------------	----------------

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
----------	-------------	-------------	------------	-------

ATTN - SONJA BRIDGES

160		TECHNICAL SERVICES TO CONFIGURE CONNECTIONS FOR ALL SCHOOLS OCTOBER - DECEMBER 2010 160 HOURS @ \$50 PER HOUR SOLE SOURCE FROM 175823	50.00	8000.00
-----	--	--	-------	---------

PAY TERMS: NET 30

TOTAL 8,000.00

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

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

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

DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL	8,000.00	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT	PROGRAM	AMOUNT	
110	8200	310	9001	1109990		8000.00	

VENDOR

THE SCHOOL BOARD OF GADSDEN COUNTY

DATE
10/08/10

PURCHASE ORDER NO.

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

179307

FL SALES TAX EXEMPTION # 85-8012621915C-2

FEDERAL ID # 59-6000615

VENDOR VT02760000	SHIP TO THIS ADDRESS
TAYLOR, SHERRIE 217 W. CLARK STREET QUINCY FL 32351	FED PRGMS-SCHOOL BOARD GADSDEN 35 MARTIN LUTHER KING JR BLVD QUINCY FL 32351

PRINCIPAL / SUPERVISOR <i>[Signature]</i>	COMPTROLLER	SUPERINTENDENT
--	-------------	----------------

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
		ATTN - ROSE RAYNAK JB		
1		TO PROVIDE CONTRACTED HOMELESS LIAISON SERVICES TO GADSDEN COUNTY FOR THE 2010-2011 SCHOOL YEAR.	27400.00	27400.00

BID
Sole source?

to be paid monthly in the amount of \$3915.00 for a total of six (6) months and a total of \$3910.00 for the final payment.

Board apvd: _____

PAY TERMS: NET 30 **TOTAL 27,400.00**

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

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

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

DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL PROGRAM	27,400.00 AMOUNT	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT			
420	6100	310	9001	4212710		27400.00	

VENDOR

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8b

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEMS: Contracted Services

DIVISION: Technology Department

PURPOSE AND SUMMARY OF ITEMS:

Board approval is requested for the following purchase order:

<u>Vendor</u>	<u>PO #</u>	<u>Amount</u>
Lamier Technical Services	179287	\$8,000.00

FUND SOURCE: General Fund

AMOUNT \$8,000.00

PREPARED BY: Bonnie Wood

POSITION: Assistant Superintendent for Business Services

THE S

CONTROLLED DOCUMENT
Date and Number PO ONLY
For BOARD approval

PURCHASE ORDER NO.
179287

35 MAR
F

TAX EXEMPTION # 85-

ERAL ID # 59-6000615

VENDOR VL00115000 **SHIP TO THIS ADDRESS**

LAMIER TECHNICAL SERVICES
9950 HOSFORD HWY.
QUINCY FL 32351

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

PRINCIPAL / SUPERVISOR: *Sonja Bridges* COMPTROLLER: SUPERINTENDENT:

QUANTITY	PRODUCT NO.	DESCRIPTION	UNIT PRICE	TOTAL
160		ATTN - SONJA BRIDGES <i>Certified Successmaker technician</i> TECHNICAL SERVICES TO CONFIGURE CONNECTIONS FOR ALL SCHOOLS OCTOBER - DECEMBER 2010 160 HOURS @ \$50 PER HOUR SOLE SOURCE FROM 175823	50.00	8000.00

Board apvd:

PAY TERMS: NET 30 **TOTAL 8,000.00**

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

DISTRIBUTION TO BE COMPLETED BY ORIGINATOR					TOTAL PROGRAM	8,000.00 AMOUNT	FINANCE DEPT USE EXPENDITURE
FUND	FUNCTION	OBJECT	CENTER	PROJECT			
110	8200	310	9001	1109990		8000.00	

Note: This Sole Source Certification will become a public document, open to public inspection; therefore, you should be certain all material facts are true, relevant and clearly understandable.

SCHOOL BOARD OF GADSDEN COUNTY
SOLE SOURCE CERTIFICATION

Sole Source means that the item/service is unique and that the vendor is the only one from whom the item/service can be provided. Best Price alone cannot be used for sole source. If the item/service is available from more than one source of supply, best price must be determined through the competitive bid process.

- A. Sole Source Vendor Company Name, Contact Person, Address, Telephone, Fax Number and Email.
*Lamier Technical Services
9950 Hosford Hwy
Quincy, FL*
- B. Describe in lay language, what the item/service is and how it is to be used.
Technical services to configure SuccessMaker connections for all schools.
- C. What feature or special condition of this item/service is unique and cannot be obtained from any other source?
This product requires the services of a certified SuccessMaker technician in which the company has.
- D. Is this product being purchased directly from the manufacturer? If no, it is available from more than one dealer? If available from more than one deal, why can this item not be bid?
No
- E. Prior to submitting this requisition, did you investigate other possible sources?
If Yes: 1) Did you obtain quotes from other sources?
2) If this Vendor's price lower than other sources
3) If No, please justify the additional cost.
No
- F. Other Sole Source comments or explanations.

I/We, the undersigned, certify the above to be true and correct to the best of my/our knowledge and belief and the user and/or undersigned does not have a financial interest in the above named vendor.

Sanja Brads
Purchaser

8/31/10
Date

Memorandum of Agreement

Between

(Carter's Corner/ GTI Express Cafe)

and

Gadsden Technical Institute

This Letter of agreement addresses the collaborative efforts of (Carter's Corner) and the Gadsden Technical Institute. To provide a student commons dining area on campus for student support. The dining area will provide students with alternative dining for those without transportation.

(Carter's Corner) shall provide Concession Services (single served pre-packaged snacks) as an official contracted site for the Gadsden Technical Institute.

Gadsden Technical Institute shall:

- (A) Provide at no cost, dining facilities (portable) with adequate seating and eating area for students, and any School Board Staff.
- (B) Provide technical assistance, training, reporting forms, information, and all matters as they relate to the provision of services.
- (C) Have joint approval for any and all advertising, media information, and brochures before they are released. Joint approval will be coordinated through (Debra Rackley, GTI Principal), and (Samuel Carter / Carter's Corner)
- (E) Provide monitoring measures for dining hall.

(Carter's Corner) agrees to:


- (A) Provide a service donation of 10% of the weekly gross earnings to the Gadsden Technical Institute general hospitality fund or based on Administrative direction.
- (B) Agrees to provide all vending products for daily sale and responsibility of filling all taxes based on Department of Revenue State laws and regulations.
- (C) Have joint approval for any and all advertising, media information, and brochures before they are released. Joint approval will be coordinated through (Debra Rackley, GTI Principal), and (Samuel Carter / Carter's Corner)

- (D) Make available all weekly earning statements to the Gadsden Technical Institute business office manager at the end of the final work day that week.
- (E) Provide at no cost, Life Skills Trainings and Informational Dialogue (health, community service, business skills, career planning, etc.) to students and staff during each semester. These training are in collaboration with the local County Health Department / Work force Plus and other community providers.
- (F) Agrees to have all working staff (non-students) screened through the Gadsden County School Board.

This agreement shall begin on (October 1, 2010) or on the date that both parties have signed, whichever is greater.

This agreement may be terminated by either party upon no less than 30 days notice without cause, unless a lesser time is mutually agreed upon by both parties. Termination with cause (breach of agreement) may result in a lesser time, determined by both parties. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery.

In witness thereof, the parties hereto have caused this agreement to be executed by their undersigned officials as duly authorized.

signed by 
(Samuel L. Carter/Administrator)
(Carter's Corner/ GTI Express)

Date: 10/7/2010

signed by 
(Debra Rackley, Director/Administrator)
(Gadsden Technical Institute)

Date: 10/8/10

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 10a

DATE OF SCHOOL BOARD MEETING: **October 26, 2010**

TITLE OF AGENDA ITEM: Five Year District Facilities Work Plan

DIVISION: Facilities

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

PURPOSE AND SUMMARY OF ITEM: Request for Board approval of the 2010-2011 through 2014-2015 District Facilities Work Plan

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Wayne Shepard

POSITION: Director of Facilities

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

1 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered 1

CHAIRMAN'S SIGNATURE: page(s) numbered not applicable

Be sure that the COMPTROLLER has signed the budget page.

This form is to be duplicated on light blue paper.

INTRODUCTION

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

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

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

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

	2010 - 2011	2011 - 2012	2012 - 2013	2013 - 2014	2014 - 2015	Five Year Total
Total Revenues	\$47,269	(\$920,211)	(\$543,269)	(\$568,058)	(\$486,950)	(\$2,471,219)
Total Project Costs	\$0	\$0	\$0	\$0	\$0	\$0
Difference (Remaining Funds)	\$47,269	(\$920,211)	(\$543,269)	(\$568,058)	(\$486,950)	(\$2,471,219)

District GADSDEN COUNTY SCHOOL DISTRICT
Fiscal Year Range

CERTIFICATION

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

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

Expenditures

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

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

Item	2010 - 2011 Actual Budget	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Total
HVAC	\$75,000	\$150,000	\$175,000	\$150,000	\$200,000	\$750,000
Locations:	GADSDEN ELEMENTARY MAGNET SCHOOL, HAVANA ELEMENTARY, HAVANA MIDDLE (NEW), M D WALKER ADMINISTRATIVE CENTER					
Flooring	\$75,000	\$50,000	\$75,000	\$75,000	\$90,000	\$365,000
Locations:	GADSDEN ELEMENTARY MAGNET SCHOOL, SAINT JOHNS ELEMENTARY					
Roofing	\$100,000	\$150,000	\$175,000	\$125,000	\$150,000	\$700,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, HAVANA ELEMENTARY, SAINT JOHNS ELEMENTARY					
Safety to Life	\$75,000	\$25,000	\$30,000	\$40,000	\$50,000	\$220,000
Locations:	JAMES A SHANKS MIDDLE SCHOOL, WEST GADSDEN HIGH SCHOOL (NEW)					
Fencing	\$0	\$0	\$0	\$0	\$20,000	\$20,000
Locations:	M D WALKER ADMINISTRATIVE CENTER					
Parking	\$25,000	\$25,000	\$25,000	\$35,000	\$25,000	\$135,000
Locations:	GEORGE W MUNROE ELEMENTARY, WEST GADSDEN HIGH SCHOOL (NEW)					
Electrical	\$20,000	\$10,000	\$25,000	\$15,000	\$25,000	\$95,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL					
Fire Alarm	\$15,000	\$0	\$30,000	\$25,000	\$50,000	\$120,000
Locations:	GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA ELEMENTARY					
Telephone/Intercom System	\$0	\$0	\$0	\$0	\$0	\$0
Locations:	No Locations for this expenditure.					
Closed Circuit Television	\$0	\$0	\$0	\$0	\$0	\$0
Locations:	No Locations for this expenditure.					
Paint	\$75,000	\$100,000	\$100,000	\$75,000	\$100,000	\$450,000
Locations:	GADSDEN TECHNICAL INSTITUTE, HAVANA ELEMENTARY, SAINT JOHNS ELEMENTARY					
Maintenance/Repair	\$53,939	\$222,743	\$151,050	\$344,135	\$180,000	\$951,867
Locations:	CHATTAHOOCHEE ELEMENTARY, EAST GADSDEN HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), GRETNA ELEMENTARY, HAVANA ELEMENTARY, HAVANA MIDDLE (NEW), JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, SAINT JOHNS ELEMENTARY, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN HIGH SCHOOL (NEW)					
Sub Total:	\$513,939	\$732,743	\$786,050	\$884,135	\$890,000	\$3,806,867

PECO Maintenance Expenditures	\$522,897	\$299,203	\$729,452	\$802,748	\$889,721	\$3,244,021
1.50 Mill Sub Total:	\$1,042	\$443,540	\$66,598	\$91,387	\$10,279	\$612,846

Other Items	2010 - 2011 Actual Budget	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Total
upgrade marker boards	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Locations	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREYNA ELEMENTARY, HAVANA ELEMENTARY, HAVANA MIDDLE (NEW), JAMES A SHANKS MIDDLE SCHOOL, SAINT JOHNS ELEMENTARY, STEWART STREET ELEMENTARY					
Total:	\$523,939	\$742,743	\$796,050	\$894,135	\$900,000	\$3,856,867

Local 1.50 Mill Expenditure For Maintenance, Repair and Renovation

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

Item	2010 - 2011 Actual Budget	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Total
Remaining Maint and Repair from 1.5 Mills	\$2,008	\$443,540	\$66,598	\$91,387	\$10,279	\$613,812
Maintenance/Repair Salaries	\$0	\$0	\$0	\$0	\$0	\$0
School Bus Purchases	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
Other Vehicle Purchases	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Capital Outlay Equipment	\$497,992	\$200,000	\$200,000	\$200,000	\$200,000	\$1,297,992
Rent/Lease Payments	\$0	\$0	\$0	\$0	\$0	\$0
COP Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
Rent/Lease Relocatables	\$0	\$0	\$0	\$0	\$0	\$0
Environmental Problems	\$0	\$0	\$0	\$0	\$0	\$0
s.1011.14 Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
Special Facilities Construction Account	\$0	\$0	\$0	\$0	\$0	\$0
Premiums for Property Casualty Insurance - 1011.71 (4a,b)	\$0	\$0	\$0	\$0	\$0	\$0
Qualified School Construction Bonds (QSCB)	\$0	\$0	\$0	\$0	\$0	\$0
Qualified Zone Academy Bonds (QZAB)	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling and Renovations	\$1,915,000	\$1,900,000	\$1,900,000	\$1,900,000	\$1,900,000	\$9,515,000
Local Expenditure Totals:	\$3,015,000	\$3,143,540	\$2,766,598	\$2,791,387	\$2,710,279	\$14,426,804

Revenue

1.50 Mill Revenue Source

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

Item	Fund	2010 - 2011 Actual Value	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Total
(1) Non-exempt property assessed valuation		\$1,510,065,583	\$1,510,065,583	\$1,510,065,583	\$1,510,065,583	\$1,510,065,583	\$7,550,327,915
(2) The Millege projected for discretionary capital outlay per s.1011.71		1.50	1.50	1.50	1.50	1.50	
(3) Full value of the 1.50-Mill discretionary capital outlay per s.1011.71		\$2,536,910	\$2,536,910	\$2,536,910	\$2,536,910	\$2,536,910	\$12,684,550
(4) Value of the portion of the 1.50 -Mill ACTUALLY levied	370	\$2,174,494	\$2,174,494	\$2,174,494	\$2,174,494	\$2,174,494	\$10,872,470
(5) Difference of lines (3) and (4)		\$362,416	\$362,416	\$362,416	\$362,416	\$362,416	\$1,812,080

PECO Revenue Source

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

Item	Fund	2010 - 2011 Actual Budget	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Total
PECO New Construction	340	\$0	\$0	\$0	\$0	\$0	\$0
PECO Maintenance Expenditures		\$522,897	\$299,203	\$729,452	\$802,748	\$889,721	\$3,244,021
		\$522,897	\$299,203	\$729,452	\$802,748	\$889,721	\$3,244,021

CO & DS Revenue Source

Revenue from Capital Outlay and Debt Service funds.

Item	Fund	2010 - 2011 Actual Budget	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Total
CO & DS Cash Flow-through Distributed	360	\$46,313	\$46,313	\$46,313	\$46,313	\$46,313	\$231,565
CO & DS Interest on Undistributed CO	360	\$2,522	\$2,522	\$2,522	\$2,522	\$2,522	\$12,610
		\$48,835	\$48,835	\$48,835	\$48,835	\$48,835	\$244,175

Fair Share Revenue Source

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

Nothing reported for this section.

Sales Surtax Referendum

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

Did the school district hold a surtax referendum during the past fiscal year 2009 - 2010?

No

Additional Revenue Source

Any additional revenue sources

Item	2010 - 2011 Actual Value	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Total
Proceeds from a s.1011.14/15 F.S. Loans	\$0	\$0	\$0	\$0	\$0	\$0
District Bonds - Voted local bond referendum proceeds per s.9, Art VII State Constitution	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from Special Act Bonds	\$0	\$0	\$0	\$0	\$0	\$0
Estimated Revenue from CO & DS Bond Sale	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from Voted Capital Improvements millage	\$0	\$0	\$0	\$0	\$0	\$0
Other Revenue for Other Capital Projects	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from 1/2 cent sales surtax authorized by school board	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from local governmental infrastructure sales surtax	\$0	\$0	\$0	\$0	\$0	\$0
Proceeds from Certificates of Participation (COP's) Sale	\$0	\$0	\$0	\$0	\$0	\$0
Classrooms First Bond proceeds amount authorized in FY 1997-98	\$0	\$0	\$0	\$0	\$0	\$0
Classrooms for Kids	\$0	\$0	\$0	\$0	\$0	\$0
District Equity Recognition	\$0	\$0	\$0	\$0	\$0	\$0
Federal Grants	\$0	\$0	\$0	\$0	\$0	\$0
Proportionate share mitigation (actual cash revenue only, not in kind donations)	\$0	\$0	\$0	\$0	\$0	\$0
Impact fees received	\$0	\$0	\$0	\$0	\$0	\$0
Private donations	\$0	\$0	\$0	\$0	\$0	\$0
Grants from local governments or not-for-profit organizations	\$0	\$0	\$0	\$0	\$0	\$0
Interest, Including Profit On Investment	\$0	\$0	\$0	\$0	\$0	\$0
Revenue from Bonds pledging proceeds from 1 cent or 1/2 cent Sales Surtax	\$0	\$0	\$0	\$0	\$0	\$0
Total Fund Balance Carried Forward	\$838,940	\$0	\$0	\$0	\$0	\$838,940
General Capital Outlay Obligated Fund Balance Carried Forward From Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0
Special Facilities Construction Account	\$0	\$0	\$0	\$0	\$0	\$0
One Cent - 1/2 Cent Sales Surtax Debt Service From Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0

Capital Outlay Projects Funds Balance Carried Forward From Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$838,940	\$0	\$0	\$0	\$0	\$838,940

Total Revenue Summary

Item Name	2010 - 2011 Budget	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Five Year Total
Local 1.5 Mill Discretionary Capital Outlay Revenue	\$2,174,494	\$2,174,494	\$2,174,494	\$2,174,494	\$2,174,494	\$10,872,470
PECO and 1.5 Mill Maint and Other 1.5 Mill Expenditures	(\$3,015,000)	(\$3,143,540)	(\$2,766,598)	(\$2,791,387)	(\$2,710,279)	(\$14,426,804)
PECO Maintenance Revenue	\$522,897	\$299,203	\$729,452	\$802,748	\$889,721	\$3,244,021
Available 1.50 Mill for New Construction	(\$840,506)	(\$969,046)	(\$592,104)	(\$616,893)	(\$535,785)	(\$3,554,334)

Item Name	2010 - 2011 Budget	2011 - 2012 Projected	2012 - 2013 Projected	2013 - 2014 Projected	2014 - 2015 Projected	Five Year Total
CO & DS Revenue	\$48,835	\$48,835	\$48,835	\$48,835	\$48,835	\$244,175
PECO New Construction Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Other/Additional Revenue	\$838,940	\$0	\$0	\$0	\$0	\$838,940
Total Additional Revenue	\$887,775	\$48,835	\$48,835	\$48,835	\$48,835	\$1,083,115
Total Available Revenue	\$47,269	(\$920,211)	(\$543,269)	(\$568,058)	(\$486,950)	(\$2,471,219)

Tracking

Capacity Tracking

Location	2010 - 2011 Satis. Stu. Sta.	Actual 2010 - 2011 FISH Capacity	Actual 2009 - 2010 COFTE	# Class Rooms	Actual Average 2010 - 2011 Class Size	Actual 2010 - 2011 Utilization	New Stu. Capacity	New Rooms to be Added/Removed	Projected 2014 - 2015 COFTE	Projected 2014 - 2015 Utilization	Projected 2014 - 2015 Class Size
CHATTAHOOCHEE SENIOR HIGH	0	0	0	0	0	0.00 %	0	0	0	0.00 %	0
GEORGE W MUNROE ELEMENTARY	877	877	655	47	14	75.00 %	0	0	620	71.00 %	13
GREENSBORO ELEMENTARY SCHOOL (NEW)	513	513	352	27	13	69.00 %	0	0	303	59.00 %	11

HAVANA NORTHSIDE SENIOR HIGH	0	0	0	0	0	0.00 %	0	0	0	0.00 %	0
HAVANA ELEMENTARY	838	838	492	44	11	59.00 %	0	0	446	53.00 %	10
GADSDEN ELEMENTARY MAGNET SCHOOL	246	246	124	15	8	50.00 %	0	0	123	50.00 %	8
WEST GADSDEN HIGH SCHOOL (NEW)	757	681	466	32	15	68.00 %	0	0	502	74.00 %	16
CARTER-PARRAMORE ALTERNATIVE SCHOOL	1,041	1,041	356	48	7	34.00 %	0	0	273	26.00 %	6
HAVANA MIDDLE (NEW)	575	517	187	25	7	36.00 %	0	0	132	26.00 %	5
EAST GADSDEN HIGH SCHOOL	1,542	1,464	873	65	13	60.00 %	0	0	807	55.00 %	12
GADSDEN TECHNICAL INSTITUTE	313	313	14	15	1	4.00 %	0	0	0	0.00 %	0
GREENSBORO ELEMENTARY (OLD)	524	0	0	28	0	0.00 %	0	0	0	0.00 %	0
CHATTAHOOCHEE ELEMENTARY	485	485	213	25	9	44.00 %	0	0	251	52.00 %	10
GRETNA ELEMENTARY	457	457	276	25	11	60.00 %	0	0	227	50.00 %	9
SAINT JOHNS ELEMENTARY	462	462	318	25	13	69.00 %	0	0	270	58.00 %	11
STEWART STREET ELEMENTARY	783	783	547	42	13	70.00 %	0	0	540	69.00 %	13
JAMES A SHANKS MIDDLE SCHOOL	1,183	1,064	576	51	11	54.00 %	0	0	529	50.00 %	10
	10,596	9,741	5,446	514	11	55.91 %	0	0	5,023	51.57 %	10

The COFTE Projected Total (5,023) for 2014 - 2015 must match the Official Forecasted COFTE Total (5,023) for 2014 - 2015 before this section can be completed. In the event that the COFTE Projected Total does not match the Official forecasted COFTE, then the Balanced Projected COFTE Table should be used to balance COFTE.

Projected COFTE for 2014 - 2015	
Elementary (PK-3)	2,136
Middle (4-8)	1,875
High (9-12)	1,012
	5,023

Grade Level Type	Balanced Projected COFTE for 2014 - 2015
Elementary (PK-3)	0
Middle (4-8)	0
High (9-12)	0
	5,023

Relocatable Replacement

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

Location	2010 - 2011	2011 - 2012	2012 - 2013	2013 - 2014	2014 - 2015	Year 5 Total
Total Relocatable Replacements:	0	0	0	0	0	0

Charter Schools Tracking

Information regarding the use of charter schools.

Location-Type	# Relocatable units or permanent classrooms	Owner	Year Started or Scheduled	Student Stations	Students Enrolled	Years in Contract	Total Charter Students projected for 2014 - 2015
Crossroad Academy Charter School of Business	12	PRIVATE	1998	285	277	10	285
	12			285	277		285

Special Purpose Classrooms Tracking

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

School	School Type	# of Elementary K-3 Classrooms	# of Middle 4-8 Classrooms	# of High 9-12 Classrooms	# of ESE Classrooms	# of Combo Classrooms	Total Classrooms
Total Educational Classrooms:		0	0	0	0	0	0

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

Infrastructure Tracking

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

Not Specified

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

Not Specified

Consistent with Comp Plan? No

Net New Classrooms

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

List the net new classrooms added in the 2009 - 2010 fiscal year.					List the net new classrooms to be added in the 2010 - 2011 fiscal year.			
"Classrooms" is defined as capacity carrying classrooms that are added to increase capacity to enable the district to meet the Class Size Amendment.					Totals for fiscal year 2010 - 2011 should match totals in Section 15A.			
Location	2009 - 2010 # Permanent	2009 - 2010 # Modular	2009 - 2010 # Relocatable	2009 - 2010 Total	2010 - 2011 # Permanent	2010 - 2011 # Modular	2010 - 2011 # Relocatable	2010 - 2011 Total
Elementary (PK-3)	0	0	0	0	0	0	0	0

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

Relocatable Student Stations

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

Site	2010 - 2011	2011 - 2012	2012 - 2013	2013 - 2014	2014 - 2015	5 Year Average
STEWART STREET ELEMENTARY	100	122	122	122	0	93
JAMES A SHANKS MIDDLE SCHOOL	140	0	0	0	0	28
CARTER-PARRAMORE ALTERNATIVE SCHOOL	101	0	0	0	0	20
HAVANA MIDDLE (NEW)	0	0	0	0	0	0
SAINT JOHNS ELEMENTARY	36	36	36	36	0	29
HAVANA NORTHSIDE SENIOR HIGH	0	0	0	0	0	0
HAVANA ELEMENTARY	94	152	152	152	0	110
GADSDEN ELEMENTARY MAGNET SCHOOL	0	0	0	0	0	0
GREENSBORO ELEMENTARY (OLD)	56	0	0	0	0	11
CHATTAHOOCHEE ELEMENTARY	76	0	0	0	0	15
GRETNA ELEMENTARY	36	36	36	36	0	29
GADSDEN TECHNICAL INSTITUTE	100	100	0	0	0	40
WEST GADSDEN HIGH SCHOOL (NEW)	0	0	0	0	0	0
EAST GADSDEN HIGH SCHOOL	0	0	0	0	0	0
CHATTAHOOCHEE SENIOR HIGH	0	0	0	0	0	0
GEORGE W MUNROE ELEMENTARY	196	178	178	178	0	146
GREENSBORO ELEMENTARY SCHOOL (NEW)	142	144	144	144	0	115

Totals for GADSDEN COUNTY SCHOOL DISTRICT						
Total students in relocatables by year.	1,077	768	668	668	0	636
Total number of COFTE students projected by year.	5,266	5,155	5,088	5,063	5,023	5,119
Percent in relocatables by year.	20 %	15 %	13 %	13 %	0 %	12 %

Leased Facilities Tracking

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

Location	# of Leased Classrooms 2010 - 2011	FISH Student Stations	Owner	# of Leased Classrooms 2014 - 2015	FISH Student Stations
HAVANA ELEMENTARY	0	0	William Scottsman	2	36
GREENSBORO ELEMENTARY (OLD)	2	23	Modular Space Corporation	0	0
CHATTAHOOCHEE SENIOR HIGH	0	0		0	0
GEORGE W MUNROE ELEMENTARY	0	0		0	0
HAVANA NORTHSIDE SENIOR HIGH	0	25		0	0
GADSDEN ELEMENTARY MAGNET SCHOOL	0	0		0	0
WEST GADSDEN HIGH SCHOOL (NEW)	0	0		0	0
CARTER-PARRAMORE ALTERNATIVE SCHOOL	0	0		0	0
HAVANA MIDDLE (NEW)	0	0		0	0
EAST GADSDEN HIGH SCHOOL	0	0		0	0
GADSDEN TECHNICAL INSTITUTE	0	0		0	0
GRETNA ELEMENTARY	0	0		0	0
SAINT JOHNS ELEMENTARY	0	0		0	0
STEWART STREET ELEMENTARY	0	0		0	0
JAMES A SHANKS MIDDLE SCHOOL	0	0		0	0
CHATTAHOOCHEE ELEMENTARY	0	0		0	0
	2	48		2	36

Failed Standard Relocatable Tracking

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

Nothing reported for this section.

Planning

Class Size Reduction Planning

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

School Closure Planning

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

Not Specified

Long Range Planning

Ten-Year Maintenance

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

Nothing reported for this section.

Ten-Year Capacity

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

Nothing reported for this section.

Ten-Year Planned Utilization

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

Grade Level Projections	FISH Student Stations	Actual 2009 - 2010 FISH Capacity	Actual 2009 - 2010 COFTE	Actual 2009 - 2010 Utilization	Actual 2010 - 2011 / 2019 - 2020 new Student Capacity to be added/removed	Projected 2019 - 2020 COFTE	Projected 2019 - 2020 Utilization
Elementary - District Totals	4,661	4,661	2,975.34	63.83 %	0	2,951	63.31 %
Middle - District Totals	2,515	2,262	1,228.42	54.29 %	0	1,075	47.52 %
High - District Totals	1,542	1,464	872.63	59.63 %	0	986	67.35 %
Other - ESE, etc	1,878	1,354	369.74	27.33 %	0	0	0.00 %
	10,596	9,741	5,446.13	55.91 %	0	5,012	51.45 %

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

No comments to report.

Ten-Year Infrastructure Planning

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

Nothing reported for this section.

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

Nothing reported for this section.

Twenty-Year Maintenance

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

Nothing reported for this section.

Twenty-Year Capacity

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

Nothing reported for this section.

Twenty-Year Planned Utilization

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

Grade Level Projections	FISH Student Stations	Actual 2009 - 2010 FISH Capacity	Actual 2009 - 2010 COFTE	Actual 2009 - 2010 Utilization	Actual 2010 - 2011 / 2029 - 2030 new Student Capacity to be added/removed	Projected 2029 - 2030 COFTE	Projected 2029 - 2030 Utilization
Elementary - District Totals	4,661	4,661	2,975.34	63.83 %	0	3,118	66.90 %
Middle - District Totals	2,515	2,262	1,228.42	54.29 %	0	1,413	62.47 %
High - District Totals	1,542	1,464	872.63	59.63 %	0	1,171	79.99 %
Other - ESE, etc	1,878	1,354	369.74	27.33 %	0	350	25.85 %
	10,596	9,741	5,446.13	55.91 %	0	6,052	62.13 %

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

No comments to report.

Twenty-Year Infrastructure Planning

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

Nothing reported for this section.

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

Nothing reported for this section.

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 11a

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEM: School Advisory Council Rosters

DIVISION:

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

PURPOSE AND SUMMARY OF ITEM:

According to Florida Statutes each school is to submit School Advisory Council Rosters to the School Board for approval. Each advisory council shall be composed of the principal and an appropriately balanced number of teachers, education support employees, students, parents, and other business and community citizens who are representative of the ethnic, racial, and economic community served by the school. Attached are School Advisory Council Rosters.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Audrey Lewis

POSITION: Parent Services Coordinator

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 _____

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REVIEWED BY: _____

**Gadsden County
School Advisory Council Membership Roster**

School Year 2010-2011

Greensboro Elementary School

Telephone # 442-6327

Principal's Signature Steph Pitts Date 9.23.10

SAC Chairperson's Signature Jennifer Rodriguez Date 9-23-10

Name	Address	Phone #	Sex	Race	Position	Method of Selection
Earline Williams	678 Williams Rd, Chattahoochee, Fl 32324	442-9223	F	B	Parent	Chosen by peers
Anastasia McMillian	2640 Providence Rd, Quincy, Fl 32330	442-4871	F	B	Parent	Chosen by peers
Jennifer Rodriguez	187 Juniper Rd Greensboro, Fl 32330	442-6281	F	H	Chairperson	Chosen by peers
Lorena Salais	Bristol Highway Quincy, Fl 32330	442-4773	F	H	Parent	Chosen by peers
Anna Placensio	315 Selman Street Greensboro, Fl 32330	442-4160	M	H	Parent	Chosen by peers
Melissa Pride	PO 292 Greensboro,FL 32330	508-5610	F	W	Parent	Chosen by peers
Stephen Pitts	559 Greensboro Hwy Quincy, Fl 32351	442-6327	M	W	Principal	assigned
Cynthia Bryant	559 Greensboro, Hwy, Quincy, Fl, 32351	442-6327	F	B	Teacher	Voted by peers
Sandra Joseph	559 Greensboro, Hwy, Quincy, Fl, 32351	442-6327	F	B	Teacher	Voted by peers
Joanie Bradwell	559 Greensboro, Hwy, Quincy, Fl, 32351	442-6327	F	B	Teacher	Voted by peers
Kathryn Pouncey	35 Martin Luther King Jr. Quincy, Fl 32351	627-9651	F	H	District Support	assigned
Buddy Pitts	P.O Box 226 Greensboro, Fl,32330	442-4488	M	W	Business Partner	assigned
Sycamore Methodist Church Sharon Bentley	Sycamore Rd. Quincy, Florida 32351	442-4543	M	W	Business Partner	assigned
Greensboro United Methodist Church Patsy Pitts	PO Box 226 Greensboro, FL 32330	442-4488	F	W	Business Partner	assigned
Hackney Nursery Debbie Crosby	3690 Juniper Creek Rd Quincy, Fl 32330	442-4720	F	W	Business Partner	assigned
Miracle Temple Church of God Shirley Walker	PO BOX 477 Gretna, Florida 32332	856-9211	F	B	Business Partner	assigned

**Gadsden County
School Advisory Council Membership Roster**

School Year 2010-2011

School George W. Munroe Elementary Telephone # 850-875-8800

Principal's Signature *Hilda J. Fulk* Date 10/6/10

SAC Chairperson's Signature *Rosa H. B. ...* Date 10/6/10

Name	Address	Phone #	Sex	Race	Position	Method of Selection*
Nelda Hodges	520 Williams St. Quincy, FL	(850)875-2886	F	B	Parent	Elected
Daemari Wade	29 Frank Phillips Rd. Quincy, FL	(850) 875-7879	M	B	Parent	Elected
Monica Wade	29 Frank Phillips Rd. Quincy, FL	(850) 875-7879	M	B	Parent	Elected
Maxine Scott	11 Sincy Court Quincy, FL	(850) 875-2054	F	W	Community	Elected
Hazel Wiley	74 David Thomas Lane Quincy, FL	(850) 627-9660	F	B	Teacher	Elected
Diane Keaton	796 S. Virginia St. Quincy, FL	(850) 875-1332	F	B	Teacher	Elected
Joyce Redding	514 S. Main Street Quincy, FL	(850) 627-8347	F	B	Community	Elected
Michael Oneal	1466 St. Hebron Quincy, FL	(850) 228-8017	M	B	Parent	Elected
Shelanda Shaw	1356 St. Hebron Quincy, FL	(850) 228-1232 (850) 875-2832	F	B	Parent	Elected
Zola Akins	119 Grade Cunningham Rd. Quincy, FL	(850) 509-3282	F	B	Teacher	Elected
Anthony Clum	428 Rosewood Quincy, FL	(850) 627-4772	M	W	Teacher	Elected
Betty James	P.O. Box 124 Quincy, FL	(850) 875-3417	F	B	Teacher	Elected
Clementine Murray	P.O. Box 7 Gretna, FL	(850) 856-5290	F	B	Parent	Elected
Sonja Wilson- Lewis	420 Shiloh Road Quincy, FL	(850) 868-5290	F	B	Parent	Elected
Sarah Graham	P.O. Box 400 Gretna, FL	(850) 856-5237	F	B	Teacher	Elected
Mimi Robinson	81 Live Oak Lane Quincy, FL	(850) 878-1585	F	B	Parent	Elected
Joannie Graf	2210 Demeron Road Quincy, FL	(850) 766-695	F	W	Teacher	Elected

Gadsden County School Advisory Council Membership Roster

School Year 2010/2011

School: Havana Middle School

Telephone #: (850) 539-2043

Principal's Signature

[Handwritten Signature]

Date

10-6-10

SAC Chairperson's Signature

[Handwritten Signature]

Date

10-7-10

Name	Address	Phone #	Sex	Race	Position	Method of Selection*
McLaurin, Nernadette	161 Hidden lake Rd. Havana, FL 32333	850-228-1874	F	Black	Parent	Peer Elect
Chandler, Rheunette	215 S.E. 3 rd St. Havana, FL 32333	850-559-0955	F	Black	President	Peer Elect
Shaw, Linda	P.O. Box 2382 Havana, FL 32333	850-545-8377	F	Black	Parent	Peer Elect
Daniels, Terry	7158 FL/GA HWY Havana, FL 32333	850-539-7716	M	Black	Parent	Peer Elect
Woodard, Vonita	557 Ponderosa Circle Midway, FL 32342	850-539-8983	F	Black	Parent	Peer Elect
Harris, Beverly	2096 Concord RD Havana, FL 32333	850-539-0377	F	Black	Parent	Peer Elect
Smith, Stephanie	231 S.W. 5 th St. Havana, FL 32333	215-908-2497	F	Black	Parent	Peer Elect
Richardson, Trina	P.O. Box 37182 Tallahassee, FL 32315	850-539-6740	F	Black	Parent	Peer Elect
Jackson, Tammie	295 Sumpter RD Midway, FL 32342	850-575-8542	F	Black	Parent	Peer Elect
Simmons, Michael	67 Azeala TR. Havana, FL 32333	850-210-6974	M	Black	Parent	Peer Elect
Willis, Sheryl	10 Barber RD Havana, FL 32333	850-539-7211	F	Black	Parent	Peer Elect
Geathers, Beatrice	217 S.E. 4 th St. Havana, FL 32333	850-539-3458	F	Black	Parent	Peer Elect
Peterson, Cheryl	137 N. Charles Willis Dr. Midway, FL 32342	850-539-1481	F	Black	Teacher	Peer Elect
Robinson, Portia	440 Rustling Pine BLVD Midway, FL 33342	850-539-2043	F	Black	Teacher	Peer Elect
Jefferson, Tracy	8412 Lenova Lane Tallahassee, FL 32305	850-251-7973	M	Black	Teacher	Peer Elect
McGill, Andrea	29 Sugarmil CT Havana, FL 32333	850-443-8707	F	Black	Parent	Peer Elect
Johnson, Lillian	2350 Kemp RD Havana, FL 32333	850-539-5970	F	Black	Community Leader	Peer Elect
Jackson, Willie	107 S. Love St. Quincy, FL 32351	850-539-2043	M	Black	Principal	Peer Elect

**Gadsden County
School Advisory Council Membership Roster**

School Year 2010.2011

School Gadsden Technical Institute

Telephone (850) 875-8324

Principal's Signature *Michael S. [Signature]*

Date 10/8/10

SAC Chairperson's Signature TBA

Date

Name	Address	Phone #	Sex	Race	Position	Method of Selection
Akins, Anthony <i>Student</i>	75 Noah Lane Quincy, Florida	850 590-7224	M	B	Business Partner	Elected
Bell, John <i>Lolley's Equip</i>	421 W. Jefferson St. Quincy, Florida	850 627-8380	M	W	Business Partner	Elected
Blackshear, Linda <i>Riverchase Care</i>	1017 Strong Road Quincy, Florida 32351	850 875-3711	F	B	Business Partner	Elected
Blanchard, Terry <i>Champion Chevy</i>	3127 W. Tennessee St. Tallahassee, FL 32304	850 402-9900	M	W	Business Partner	Elected
Brown, Patricia <i>Community Action</i>	104 N. Adams Street Quincy, Florida 32351	850 875-4250	F	B	Business Partner	Elected
Burns, Rose <i>Retired RN</i>	5209 Greensboro Hwy Quincy, Florida, 32351	850 627-8340	F	W	Business Partner	Elected
Carter, Sam <i>DOH</i>	Early Intervention Dept. of Health/Leon HD	850 606 -8269	M	B	Business Partner	Elected
Christopher, Jeff <i>Automotive</i>	201 MLK, Jr. Blvd. Quincy, Florida 32351	850 875-8324	M	W	Teacher	Elected
Clark, Dwight <i>Clark Munroe Trac</i>	526 E. Jefferson Street Quincy, Florida 32351	850 875-3100	M	W	Business Partner	Elected
Clark, Michael <i>GTI/ Welding</i>	201 MLK, Jr. Blvd. Quincy, Florida 32351	850 875-8324	M	W	Teacher	Elected
Cobb, Matt <i>Green South</i>	2890 Industrial Plaza Tallahassee, Florida	850 877-5522	M	W	Business Partner	Elected
Colston, James <i>Colston Body Shop</i>	1715 Mainline Drive Quincy, Florida 32351	850 875-2388	M	W	Business Partner	Elected
Conlin, Judy <i>Retired RN</i>	2774 Tallavanna Trail Havana, FL 32333	850 539- 8062	W	B	Business Partner	Elected
Edge, Cliff <i>Bells & Bates</i>	10 N. Duval Street Quincy, Florida 32351	850 627-6115	M	W	Business Partner	Elected
Farmer, Margaret <i>GTI/Adult Ed</i>	201 MLK, Jr. Blvd. Quincy, Florida 32351	850 875-8324	F	B	Staff	Elected
Farmer, Thomas <i>GTI/Adult Ed</i>	201 MLK, Jr. Blvd. Quincy, Florida 32351	850 875-8324	M	B	Teacher	Elected
Faison, Charlie <i>Faison's Sausage</i>	312 Church Street Gretna, Florida	850 442-4447	M	B	Business Partner	Elected
George, Marva <i>S & M Hair</i>	712 South Adams St Quincy, Florida 32351	850 627-3096	F	B	Business Partner	Elected
Gibson, Don <i>GTI/Cosm-Barb</i>	201 MLK, Jr. Blvd. Quincy, Florida 32351	850 875-8324	M	B	Teacher	Elected
Hackley, Cyrilla <i>GTI/Business</i>	201 MLK, Jr. Blvd. Quincy, Florida 32351	850 875-8324	F	B	Teacher	Elected
Henderson, Angela <i>Private</i>	6615 Mahan Drive #104 Tallahassee, FL 32308	850 656-1192	F	B	Business Partner	Elected

GTI

Name	Address	Phone #	Sex	Race	Position	Method of Selection
Jefferies, Cannella <i>Gad.Co.Health Dept</i>	278 LaSalle Leffal Dr. Quincy, Florida 32351	850 875-7200	F	B	Business Partner	Elected
Johnson, Rodtarious <i>AGE</i>	304 M & M lane Quincy, Florida 32351	850 875-4106	M	B	Student	Elected
Lawson, Keith, II <i>Welding</i>	PO Box 37309 Tallahassee, FL.32315	850 562-2600	M	W	Business Partner	Elected
Ledbetter, Johnn <i>W & L Tires</i>	820 W. Jefferson Street Quincy, Florida 32351	850 627-8330	M	W	Business Partner	Elected
McMillan, Bill <i>Concrete Serv</i>	1131 Dade St. Quincy, Florida 32351	850 875-1471	M	W	Business Partner	Elected
McMillian, M.E. <i>CAN</i>	434 Rosewood Street Quincy, Florida 32351	850 559-6098	F	W	Business Partner	Elected
McPhaul, David <i>GTI/Small Eng</i>	201 MLK, Jr. Blvd. Florida 32351	850 875-8324	M	W	Teacher	Elected
Menalisco, Richard <i>Stereo Sales</i>	1015 Commercial Dr Tallahassee, Florida	850 224-2635	M	W	Business Partner	Elected
McIntyre, Vera <i>Straight Talk</i>	P.O. Box 394 Havana, Florida 32333	850	F	B	Business Partner	Elected
McSwain, Lamorris <i>Student</i>	201 MLK, Jr. Blvd. Quincy, Florida 32351	850 875-8324	F	B	Student	Elected
Morales, Lydia <i>Premier Bank</i>	P.O. Box 518 Greensboro, Fl 32330	850 442-9036	F	H	Business Partner	Elected
Moore, Roy <i>Piggly Wiggly</i>	6761 Ben Bostick Rd. Quincy, Fl 32351	850 627-2222	M	B	Business Partner	Elected
Monroe, Dwanna <i>HOC/RN</i>	1780 St. Hebron Rd. Quincy, Florida 32351	850 627-6374	F	B	Business Partner	Elected
Oriega, Rosa <i>Miracle Hill</i>	1329 Alabama Street Tallahassee, FL 32304	850 224-8486	F	H	Business Partner	Elected
Parramore, Dan <i>TNT Chrysler</i>	719 W. Jefferson Street Quincy, Fl 32351	850 627-7200	M	W	Business Partner	Elected
Pouncey, Maria <i>PAEC/Migrant</i>	500 W. King Street Quincy, Florida 32351	850 875-3806	F	H	Business Partner	Elected
Pringley, Angel <i>Auto/AE</i>	304 M & M lane Quincy, Florida 32351	850 875-4106	F	B	Parent	Co-Chair
Randolph, Fred <i>GTI/Adult Ed</i>	201 MLK, Jr. Quincy, Florida 32351	850 875-8324	M	B	Teacher	Elected
Reffner, Georgeann <i>GTI/PCT</i>	201 MLK, Jr. Quinc. Quincy, Florida 32351	850 875-8324	F	W	Teacher	Elected
Roberts, T.R. <i>Quincy Joist</i>	520 S. Virginia Street Quincy, Florida 32351	850 875-1075	M	B	Business Partner	Elected
Russell, Nick <i>O'Reilly</i>	1741 W. Jefferson St. Quincy, Florida 32351	850 510-6965	M	W	Business Partner	Elected
Scott, Brian <i>Scott Brothers</i>	15 S. Main Street Quincy, FL 32351	850 875-1019	M	W	Business Partner	Elected
Sembler, Clayton <i>CDS Inc.</i>	441 S. Virginia Street Quincy, Florida	850 875-4651	M	W	Business Partner	Elected
Starks, Tyrone <i>All-Pro</i>	2800 Mahan Drive. Tallahassee, Florida	850 656-0208	M	B	Business Partner	Elected

GTI

Name	Address	Phone #	Sex	Race	Position	Method of Selection
Flowers, Vick <i>Airgas</i>	945 Yulee Street Tallahassee, Florida	850 576-2192	M	W	Business Partner	Elected
Thompson, Net <i>G.C. Food Service</i>	35 MLK, Jr. Blvd. Quincy, Florida 32351	850 627-9651	F	B	Business Partner	Elected
<i>Walke, Louise</i> <i>Retired RN</i>	401 N. 9 th Street Quincy, FL 32351	850 875-2905	F	W	Business Partner	Elected
<i>Washington-</i> <i>Collins, Nebria</i>	215 E. 5 th Ave Tallahassee, FL 32301	850	F	B	Business Partner	Elected
<i>Vidal, Vidyan</i> <i>Welding student</i>	627 Greensboro Hwy Quincy, FL 32351	850 339-6533	M	H	Student	Elected
<i>Wheless, Judy</i> <i>LPN</i>	201 MLK, Jr. Blvd. Quincy, FL 32351	850 875-8324	F	W	Teacher	Elected
<i>Williams, Tracy</i> <i>Welding/AE</i>	714 7 th Street Quincy, Florida 32351	850 627-7414	F	B	Parent	Elected
<i>Wright, Lauren</i> <i>City of Quincy</i>	404 W. Jefferson Street Quincy, Florida 32351	850 627-7681	F	B	Business Partner	Elected
<i>Young, Alvin</i> <i>Parmer Welding</i>	516 E. Jefferson Street Quincy, Florida 32351	850 627-6476	M	W	Business Partner	Elected

Gadsden County School Advisory Council Membership Roster

School Year 2010-2011

School Gretna Elementary Telephone # 850.856.5249

Principal's Signature *Delshuana Jackson* Date 10/8/10

SAC Chairperson's Signature *Jewel Williams* Date _____

Name	Address	Phone #	Sex	Race	Position	Method of Selection*
Sophia Gonzales	295 BW Martin Road Gretna, Florida 32332	850.856.5033	F	H	Member	Elected
Kayla Carranza	1638 Mt. Pleasant Road Quincy, Florida 32351	850.294.2288	F	H	Member	Elected
Jewel Williams	59 Hester Lane Gretna, Florida 32332	850.856.5334	F	B	Chair	Elected
Tonya Crittenden	3070 Providence Road Quincy, Florida 32351	850.508-4235	F	B	Member	Elected
Dariel Price	2465 Lincoln Drive Chattahoochee, FL 32324	850.544-3888	F	B	Member	Elected
Sharicka Reed	15569 Main St. Hwy 90 Gretna, Florida 32332	850.509-4801	F	B	Member	Elected
Blossie McCloud	103 M & M Lane Quincy, Florida 32351	850.875-3869	F	B	Member	Elected
Tracye Davis	33 Church Street Apt #38 Gretna, Florida 32332	850.831-0010	F	B	Member	Elected
Charlene Hobbs	113 Periwinkle Drive Port. St. Joe, Florida 32457	850.899-1666	F	W	Member	Elected
Delshuana Jackson	3056 Bidhurst Court Tallahassee, Florida 32317	850.878.4695	F	B	Principal	Elected

Gadsden County
School Advisory Council Membership Roster

School Year: 2010-2011

School: Havana Elementary

Telephone #: 539-2009

Principal's Signature: Annette Harris Date: October 7, 2010

SAC Chairperson's Signature: Karen Hall Date: 10/7/10

Name	Address	Phone #	Sex/ Race	Position	Method of Selection*
Andrews, Kimberly	292 John Yawn Place Havana, Florida 32333	539-7793 245-4444 – Ex. 2512	F/B	Parent	Peer Elected
Cruz, Delfino	131 Mays Road Havana, Fl. 32333	1-229-221- 3168	M/H	Parent	Peer Elected
Hall, Karen	318 Wayne Gregory R Havana, Florida 32333	539-5919 508-4100	F/B	Parent	Peer Elected
Harris, Patricia	1907 Hamilton Street Quincy, Florida 32351	875-2017	F/B	Counselor	Peer Elected
Henderson, Warkeen	707 S. Main Street Havana, Florida 33233	539-1075	F/B	Parent/ Teacher	Peer Elected
Holmes, Cathy	6133 Fairbanks Ferry Havana, Florida 32333	539-7386	F/B	Teacher	Peer Elected
Harris, Annette	705 US 27 South Havana, Florida 32333	539-2877	F/B	Principal	Appointed
Jackson, Davetta	310 Wayne Gregory Rd./ Havana, Fl. 32333	539-5774 251-2137	F/B	Community Member	Peer Elected
Lamb, Verricka	240 Ponderosa Circle Midway, Florida 32343	539-9122 488-4220	F/B	Parent	Peer Elected
Rev. Harris, Julius	114 Stevens Drive Midway, Fl. 32343	575-5664 210-5806	M/B	Parent	Peer Elected
McGill, Henry	512 Conyers Street Havana, Fl. 32333	539-6585 510-1182	M/B	Parent	Peer Elected
Rittman, Andreka	1801 M.L. King Blvd Midway, Fl. 32343	765-0720 264-4781	F/B	Parent	Peer Elected
Stokes, Maurice	703 S. Main Street Havana, Florida 32333	539-5058	M/B	Behavior Specialist	Peer Elected
Wester, Yolanda	209 N.E. 5 th Street Havana, Fl. 32333	539-1773 251-5794	F/B	Parent	Peer Elected
Williams, Parish	160 Washington Ave Havana, Florida 32333	574-9067	M/B	Teacher	Peer Elected
Williams, Shirley	72 Shervis Lane Havana, Florida 3233	539-2208	F/B	Teacher	Peer Elected

**Gadsden County
School Advisory Council Membership Roster**

School Year: 2010-2011

School: West Gadsden School Telephone # 850-442-9500

Principal's Signature Juliette Fisher-Jackson Date 10/13/10

SAC Chairperson's Signature Tonya McMillon Date 10/13/10

Name	Address	Phone #	Sex	Race	Position	Method of Selection*
Tonya McMillon	411 Lincoln Drive Chattahoochee, FL 32324	850-363-3849	F	B	Chair	Peer
Janie M. Johnson	P.O. Box 245 Gretna, FL 32332	850-856-9991	F	B	Parent	Peer
Mary E. Jackson	19 Atsco Street Quincy, FL 32351	850-875-1099	F	B	Parent	Peer
Anitria Daniels	64 N. Cleveland Apt 1106 Quincy, FL 32351	850-627-9651	F	B	Secret	Peer
Ronte Harris	200 Providence Road Quincy, FL 32351	850-442-9500	M	B	Teacher	Peer
Linda Bryant	141 Hopkins Lane Quincy, FL 32351	850-284-1045	F	B	Coach	Peer
Earline Williams	678 Williams Road Chattahoochee, FL 32324	850-442-9223	F	B	Parent	Peer
Carol Martin	7389 Blue Star Memorial Chattahoochee, FL 32324	850-856-5975	F	B	Parent	Peer
Sheryl Brown	344 Rosedale Tower Dr Chattahoochee, FL 32324	850-663-2579	F	B	Parent	Peer
Velyetta Mabry	656 Carolina Road Quincy, FL 32351	850-408-9465	F	B	Parent	Peer
Juliette Jackson	200 Providence Road Quincy, FL 32351	850-442-9500	F	B	Admin	Peer
Lorianne Salais	200 Providence Road Quincy, FL 32351	850-442-9500	F	H	Staff	Peer

West Gadsden High

Maria Santander	85 Primrose Lane Quincy, FL 32351	850-627-1832	F	H	Parent	Peer
David Placensio	315 Selman St Quincy, FL 32351	850-442-6190	M	H	Parent	Peer
Juan Hernandez	5848 Sycamore Road Quincy, FL 32351	850-442-4649	M	H	Parent	Peer
Allison Richardson	2678 Juniper Creek Rd Quincy, FL 32351	850-442-9266	W	F	Parent	Peer
Lorraine Anzualda	230 Julio Road Quincy, FL 32351	850-933-9650	H	F	Parent	Peer
John Price	1262 Henrietta Road Quincy, FL 32351	850-4426567	M	W	Parent	Peer
Maria Trejo	P.O. Box 594 Quincy, FL 32351	850-627-7300	F	H	Parent	Peer
Roy Moore	6761 Ben Bostick Road Quincy, FL 32351	850-627-2222	M	B	Business	Peer
Bis. Titus Deas	5715 Hardaway Hwy Chattahoochee, FL 32351	850-856-8443	M	B	Business	Peer
Rev, John Lee	Memorial Blue Star Hwy Quincy, FL 32351	850-856-9211	M	B	Business	Peer
Stephaine Tolbert	200 Providence Rd. Quincy, Fl 32351	850-442-9500	F	B	Teacher	Peer
Shameka Hogan-Mathews	200 Providence Rd. Quincy, Fl 32351	850-442-9500	F	B	Teacher	Peer
Deputy Jones	200 Providence Rd Quincy, Fl 32351	850-442-9500	M	B	Officer	Peer

**Gadsden County
School Advisory Council Membership Roster**

School Year 2010-2011

School: Carter-Parramore Academy Telephone # (850) 627-6030

Principal's Signature *Reahyn E. Smith* Date 10/12/10

SAC Chairperson's Signature *Tony Hannah* Date 10/12/10

Name	Address	Phone #	Sex	Race	Position	Method of Selection*
Tony Hannah	P.O. Box 481	875-2810	M	B	Chair	Elected
Lomar Barkley	P.O. Box 1726	627-2151	F	B	Business	Elected
Arrie Battles	919 Hardin Street	570-1296	F	B	Community	Elected
Richard Lockwood	1850 St. Hebron Road	508-1333	M	B	Business	Elected
Norman Jackson	400 Deerwood	627-2794	M	B	Community	Elected
Thomas Murray	121 E. Jefferson St.	627-7111	M	B	Community	Elected
Lillian Wells	902 Magnolia Drive	627-2643	F	B	Community	Elected
Daniel Wells	902 Magnolia Drive	627-2643	M	B	Community	Elected
Cassandra Carter	412 S. Cleveland St.	408-4845	F	B	Parent	Elected
Anthony Thomas	159 Strong Road	627-3821	M	B	Community	Elected
Johnny Sailor	1228 Berry Street	875-4383	M	B	Community	Elected
Yvette Bittle	424 Line St. Apt. D2 Chattahoochee 32324	688-1174	F	B	Parent	Elected
Joyce Cunningham	440 N. Cone St.	567-8638	F	B	Parent	Elected
Avonette Henry	635 S. Cleveland St.	879-7339	F	B	Community	Elected
Johnny Jackson	427 S. Stewart #24	605-6094	F	B	Parent	Elected
Julia Jackson	461 Hogan Lane	875-2685	F	B	Parent	Elected
Pamela Jackson	427 S. Stewart #24	605-6094	F	B	Parent	Elected

Carter-Parramore Academy

Lula Lee	1375 Selman Road	875-4461	F	B	Parent	Elected
Patricia Lindsey	P.O. Box 1974	339-0586	F	B	Parent	Elected
Tennille Smith	217 E. Clark Street	363-5995	F	B	Parent	Elected
Emanuel Sapp	P.O. Box 1308	618-0068	M	B	Community	Elected
Gloria Gaines	97 Neal Temple	539-5571	F	B	Parent	Elected
Sandra Moore	37 Annie Brown Lane	875-2070	F	H	Parent	Elected
Sylvester Henders	811 7 th Street	766-1838 627-1117	M	B	Community	Elected
Jamel Williams	120 Lanier Lane	856-5017	M	B	Student	Elected
Felita Henry	300 MLK	627-9651	F	B	Parent	Elected
Devonteri Bush	1085 Lincoln Dr. Chatta. FL 32324	663-5139	M	B	Student	Elected
Aldontae Davis	1 McDonald Avenue	663-2362	M	B	Student	Elected
Diaz Whitney	37 Annie Brown Lane	875-2070	F	H	Student	Elected
Cornell Moore	218 Anderson Avenue	539-4010	M	B	Student	Elected
Keldrick Peoples	187 Serenity Lane	627-7690	M	B	Student	Elected
K-Dentis Yarn	336 Holly Circle	627-1772	M	B	Student	Elected
Al Vealy	631 S. Stewart Street	627-6030	M	W	Faculty	Elected
Shereka Hutley	631 S. Steward Street	627-6030	F	B	Faculty	Elected
Annette Baker	631 S. Stewart Street	627-6030	F	B	Faculty	Elected
Erica Farmer	631 S. Stewart Street	627-6030	F	B	Faculty	Elected
Kimberly Truitt	631 S. Stewart Street	627-6030	F	B	Faculty	Elected
Edgar Griffin	631 S. Stewart Street	627-6030	M	B	Faculty	Elected

**Gadsden County
School Advisory Council Membership Roster**

School Year 2010-2011
School Stewart Street Elementary

Telephone # (850) 627-3145

Principal's Signature: Lisa Robinson

Date September 28, 2010

SAC Chairman Signature Crawlynn M. Wood

Date: 10/13/10

Name	Address	Phone #	Sex	Race	Position	Method of Section
1. Linda Battles	3392 Attapulugus Hwy, Quincy FL 32352	(850)875-2988	F	B	Parent	Voted
2. Gracie Powell-Jones	538 Lincoln Street Quincy, FL 32351	(850)627-7486	F	B	Teacher	Voted
3. Karen Toussaint	1630 Balkin Road apt # 87 Tallahassee FL,	(850) 510-8275	F	B	Teacher	Voted
4. Dorothy Dennis	P.O. Box 1121 Quincy, FL 32352	(850)875-3039	F	B	Teacher	Voted
5. Donald Woods Sr.	P.O. Box 1507 Quincy, FL 32353	(850) 342-4554	M	B	Teacher	Voted
6. Martina Evans	247 Sand Pine Tr. Crawfordville FL	(850) 567-1267	F	B	Teacher	Voted
7. Shamara McCray	112 Collins Street Quincy, FL	(850) 345-9638	F	B	Parent	Voted
8. Moneek Walker	P.O. Box 1603 Quincy, FL	(850)627-0808 (850)345-9514	F	B	Teacher	Voted
9. Calandra Robinson	1498 High Bridge Road Quincy, FL 32352	545-6476 922-8324	F	B	Parent	Voted
10. Gwen Bryant	913 West Crawford Street	(850)274-0613	F	B	Parent	Voted
11. Samantha Love	802 MLK Jr. Blvd Quincy, Fl	566-7134	F	B	Parent	Voted
12. Debra Outley	112 Serenity Lane Quincy, Fl	875-3405	F	B	Grandparent	Voted
13. Vigielen Anthony	331 Walsh Road	875-1531	F	B	Grandparent	Voted
14. Deiedre Jones	515 Spring Meadows Road	228-8195	F	B	Parent	Voted
15. DeJuan Ellis	31 Dezel Street Quincy	627-6011	F	B	Parent	Voted
16. Dorothy Thomas	586 Shiloh Road	558-3620	F	B	Flager/ Intern	Voted
17. Carolyn Smith	P.O. Box 3Grenta, Fl	856-5264	F	B	Teacher	Voted
18. Melissa Dantzler	1302 Smoke Rise Lane	942-5136	F	B	Teacher	Voted

Stewart Street Elementary

19. Regina Goldwire	232 East. Clark Street	627-3380	F	B	Parent	Voted
20. Angel Roby	111 Johnson Street	627-2483 875-1149	F	B	Parent	Voted
21. Mrs. Sapp	P.O. Box 701 Midway, Fl	766-6999	F	B	Parent	Voted
22. Jose Barcanus	P.O. Box 553 Quincy	627-9315	M	H	Parent	Voted
23. Donna Osteen	2706 Lifford Count Tallahassee Fl, 32309	668-6530 528-6606	F	W	Parent	Voted
24. Coswellyn Wood	165 Cypress Cr. Quincy, Florida	442-4982	F	B	SAC Chair	Voted

School Year 2010 - 2011

Telephone # (850) 875-8737

School James A. Shanks Middle School

Principal's Signature Juanita B. Ellis

Date 10/12/10

SAC Chairperson's Signature Janey Dupont-Butler

Date 10/12/10

Name	Address: QUINCY, FL 32351	Phone# (850)	Sex	Race	Position	Method of Selection
Ellis, Juanita B.	233 China Doll Dr., Tallahassee, FL 32312	893-2910	F	B	Principal	-----
Dupont-Butler, Janey	P.O. Box 60, Quincy, FL 32351	875-9583	F	B	SAC Chair	Elected
Robinson, Christina	320 David Thomas Lane, Quincy, FL 32351	509-9028	F	B	Parent	Elected
Butler-Fields, Sherika	335 Goldwire Road, Quincy, FL 32351	274-8451	F	B	Parent	Elected
Thompson, Jr., Billy J.	432 Holland Street, Quincy, FL 32351	875-0705	M	B	Parent	Elected
Forehand, Gwendolyn	318 Dusty House Road, Quincy FL 32351	627-3116	F	B	Parent	Elected
Henderson, Sylvester	811 7th Street, Quincy, FL 32351	627-1117	M	B	Community Leader	Elected
Stinson, Bill	5800 Old Federal Road, Quincy, FL 32351	875-4808	M	W	Community Leader	Elected
Combs, Eugenia	P.O. Box 382 Quincy, FL 32351	875-8737	F	B	Teacher	Elected
Henry, Earnestine	1507 Pat Thomas Parkway, Quincy, FL 32351	875-2053	F	B	Community Leader	Elected
Dennis, Hilary	4377 Cool Emerald Drive, Quincy, FL 32351	867-2500	M	B	Teacher	Elected
Brown, Germaine	6270 Attapulugus Hwy, Quincy, FL 32352	875-8737	F	B	Teacher	Elected
Garcia, Fabiola	315 N Key Street, Quincy, FL 32351	875-3806	F	H	Community Leader	Elected
Beavers, Martha	45 Oak Grove Lane, Quincy, FL 32351	627-2752	F	B	School support personnel	Elected
Ruiz, Anna Maria	1115 West King Street, Quincy, FL 32351	875-2546	F	H	Parent	Elected
Woods, Coswellyn	165 Cypress Circle Quincy, FL 32351	442-4982	F	B	Parent	Elected
Jones, James	156 Jack Scott Road, Quincy, FL 32351	875-0198	M	B	Parent	Elected
Commodore, Shirley	3337 Little Zion Road, Sneads, FL	592-8768	F	B	Teacher (272-6384)	Elected
Black, Doris	433 S. Williams St., Quincy, FL 32351	875-1209	F	B	Teacher (879-2298)	Elected
Green, Tim	575 Deerwood Circle, Quincy, FL 32351	875-1584	M	B	Teacher (445-1642)	Elected
Lowman, Donna	2465 Concord Road, Havana, FL 32333	539-9437	F	W	Teacher (445-3747)	Elected
Sailor, Barbara	455 Slosh Circle, Midway, FL 32343	539-7891	F	B	Parent Liaison (566- 6747)	Elected
Michael, Melinda	6981 Shady Grove Rd., Grand Ridge, FL 32442	272-3537	F	W	Teacher (592-9990)	Elected

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 12a

DATE OF SCHOOL BOARD MEETING: October 26, 2010

TITLE OF AGENDA ITEM: Discussion and Request to Advertise the Board's Intent to Create School Board Rules Numbered 8.71 (Information Technology Data and Computer Systems: Security, Audits and Controls) and 8.72 (Information Technology Data and Computer Systems: System Passwords and Access).

DIVISION:

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

PURPOSE AND SUMMARY OF ITEM:

The purpose of this item is to request creation of School Board Rules Numbered 8.71 (Information Technology Data and Computer Systems: Security, Audits and Controls) and 8.72 (Information Technology Data and Computer Systems: System Passwords and Access) and to request approval to advertise the Notice of Intent to Create a Rule.

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Sonja D. Bridges, Ed.D. *S Bridges*

POSITION: Director of Technology

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: _____

**THE SCHOOL BOARD OF GADSDEN COUNTY, FLORIDA
NOTICE OF INTENT TO CREATE A RULE**

DATE OF THIS NOTICE: October 26, 2010

The School Board of Gadsden County, Florida hereby gives notice of its intent to amend its Gadsden County School Board Policies by creating new Rules 8.71 (Information Technology Data and Computer Systems: Security, Audits and Controls) and 8.72 (Information Technology Data and Computer Systems: System Passwords and Access).

PURPOSE AND EFFECT: The purpose and effect of these rules are to update School Board Policies.

RULEMAKING AUTHORITY: Subsection 1000.41, and 1000.43, Florida Statutes

LAWS IMPLEMENTED: 1000.40, 1000.42, and 1000.43, 1003.31 Florida Statutes

SUMMARY OF THE ESTIMATED ECONOMIC IMPACT: NONE

FACTS AND CIRCUMSTANCES JUSTIFYING RULE: It is necessary to create new Rules 8.71 (Information Technology Data and Computer Systems: Security, Audits and Controls) and 8.72 (Information Technology Data and Computer Systems: System Passwords and Access) in order to update the School Board Policies.

A PUBLIC HEARING WILL BE HELD DURING THE BOARD MEETING SCHEDULED FOR 6:00 P.M. ON: Tuesday, December 21, 2010.

PLACE: Max D. Walker School Administration Building
35 Martin Luther King, Jr., Blvd.
Quincy, Florida 32351

IF A PERSON DESIRES TO APPEAL ANY DECISION MADE BY THE SCHOOL BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT ANY SUCH HEARING, HE/SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE/SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

NAME OF THE PERSON ORIGINATING THIS RULE: Sonja D. Bridges., Ed.D.
Director of Technology

NAME OF THE PERSON WHO APPROVED THIS RULE: Reginald C. James
Superintendent of Schools

DATE OF SUCH APPROVAL: October 26, 2010

A COPY OF THE RULE PROPOSED FOR AMENDMENT MAY BE EXAMINED DURING BUSINESS HOURS AT THE MAX D. WALKER SCHOOL ADMINISTRATION BUILDING, 35 MARTIN LUTHER KING, JR. BLVD., QUINCY, FLORIDA 32351.

Reginald C. James, Superintendent of Schools
For Gadsden County, Florida, and Secretary and
Chief Executive Officer of the School Board of
Gadsden County, Florida.

**Information Technology Data and Computer Systems:
Security, Audits and Controls**

8.71

I. Physical Security of Equipment.

- a. Physical access to the school district's AS400/TERMS/NOVELL computers, site core networking equipment and servers, and peripheral equipment shall be restricted at all times to authorized individuals only. The Director in the Office of Technology & Information Services (OTIS), with the Superintendent's approval, shall determine those persons to whom access will be granted.
- b. Access to the district networks shall be restricted to authorized individuals only.

II. Security of Computer Networks.

- a. The Superintendent shall establish procedures to assure that programs and data used in district administrative applications are not accessible for unauthorized modification or unauthorized use. Access shall be restricted based upon training, certification, confidentiality and legitimate work related interest. Resources available over computer networks shall be appropriate for the intended educational purposes and for the particular user.
- b. Filters and firewalls shall be put into place to assist in restricting student or staff access to inappropriate materials. The Superintendent shall insure that there is a plan for restricting such access, including assignment of "passwords" to each person authorized to access information systems. It shall be a violation of this policy for any person to disclose any assigned password to any other person, except to staff members of the Department of Technology & Information Services for the purpose of resolving network problems. All requests for this purpose shall be made in writing to the Director in the OTIS.

III. Security of Data.

- a. All active data used in any district administrative application, whether stored on paper or magnetic media, shall be secured from access by unauthorized persons, unless such data have been affirmatively designated otherwise by policy or internal management directive. The Superintendent shall establish procedures to ensure that access to secure data is restricted to authorized users.
- b. It shall be a violation of this policy for any person to supply secure data to any other person or agency for any reason other than to satisfy reporting requirements imposed by a governmental agency, or to perform legitimate assigned duties under conditions of employment by the Board.

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- IV. **Safety of Programs and Data.** All active computer files, including programs/systems libraries, shall be "backed-up" periodically, on a scheduled basis. ("Back-up" means that copies of active files are made as of a date certain, so that in the event of a catastrophe only those transactions completed since the last copies were made must be re-entered.) The Superintendent shall establish a disaster recovery plan of action for insuring periodic back-up, which shall include provisions for storing backup file copies in a secure location well away from the district data center site. (The site to be used for this purpose will be the NWRDC)
- V. **Internet Filter & Firewall** – A firewall and filter of transmissions, both outside and within the Gadsden County Schools' network, to help ensure access to only appropriate resources and to help ensure consistency in the quality of information/communication services provided for all users and mission-critical school functions.
- VI. **Least Privilege** - Physical and logical access to any system will be granted based on least privilege. When establishing accounts, standard security principles of "least privilege" to perform a function must always be used, where administratively feasible. Access privileges should be limited to those that the user has a genuine need for to complete job responsibilities and functions. For example, a root or administrative privileged account must not be used when a non-privileged account will do. Privileges must never be granted "in case" a user might need them.
- VII. **Security Incident Reporting & Response** - User will report actual or suspected electronic security incidents to the Gadsden County Public School OTIS at 850-627-9651 x 1296 and ceases use of the computer immediately, understanding that continued use may inadvertently damage the network and any potential evidence in the event that the electronic security incident becomes part of a criminal case. The user will provide a brief description as to why he/she thinks an incident has occurred.
- VIII. **Information Technology (IT) technicians and or the Network Administrator (NA)** will disable the port of the affected information technology device, if appropriate and contact the user of and/or technology liaison for the compromised device and provide instructions for any actions that need to be taken to possibly reestablish service. When required both the IT technician and the NA will work together along with Law Enforcement to gather any evidence required to assist in building a criminal case.
- IX. **System Modifications** – System changes and modifications are requested by submitting a System Change Request form to the Office of Technology and Information Services

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(OTIS). The Director of OTIS is responsible for approving all change requests and assigning appropriate prioritization.

- a. All Change Request will be submitted to the Technology Director in writing, the request should include a detailed description of the proposed change.
- b. The change management group will evaluate the requestor's proposal in light of their knowledge of business processes, and interdependencies and approve or deny the change.
- c. If the request is approved, the change management group will assign responsibility for making the change to qualified personnel. The change management group assigns responsibility for making the change. The Committee will furthermore establish the relative priority of approved change request in relation to any other approved requests.
- d. The change management group will make sure that all stakeholders are aware of the nature and potential impact of the proposed change.
- e. The change management group will track progress on the proposed changes and have final approval.
- f. The change management group will perform a follow-up on all changes. Successful changes, as well as reasons why a change did not go through as planned, and lessons learned from the experience will be included in the change log.

STATUTORY AUTHORITY: 1001.41, F.S.

LAW(S) IMPLEMENTED: 1001.11 and 1008.385, F.S.

HISTORY: ADOPTED:

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Information Technology Data and Computer Systems:	8.72
<u>System Passwords and Access</u>	

I. Authorized User Passwords

- a. The administrator of each school or any other organizational unit or school user that uses computer equipment to communicate with the district's AS400/TERMS/NOVELL computers, or other servers either at the district or school level is responsible for notifying, in writing, the Office of Technology & Information Services of the names and positions of all persons who should be authorized to access AS400/TERMS/NOVELL data files and computer programs.
- b. Appropriate persons may be properly authorized to operate computer equipment and to access mainframe data files and computer programs, only if such operation is clearly a part of, or directly related to, the administrative workload of the school or administrative unit. In all cases they must be properly authorized (i.e. have a signed and approved security user-id agreement) before access is permitted.
- c. Students, volunteers and non-school staff will not be provided access to confidential AS400/TERMS data files and computer programs. At the direction of the program administrator, access may only be provided to such persons if prior written consent is obtained from the parents/guardian of each individual student whose records are involved. Non-school staff must be directly supervised by a regular employee of the district who also has been authorized to operate such equipment, and who shall be responsible for proper use of equipment and information access by such persons. All requests must be made by school administrators must be in writing to the Office of Technology & Information Services (OTIS).
- d. The Office of Technology & Information Services (OTIS) shall supply each duly authorized user with a unique user identification code and password which will permit the user to sign on to the network. The OTIS committee will determine the minimal level of access needed to perform the job requested.
- e. All users will be required to update network passwords at least once every three months. It shall be the responsibility of the site or department manager to require more frequent password changes according to and as appropriate for the specific duties assigned, nature of information accessed, and work location. Any site administrator, through the district's tech director/coordinator/network administrator, may further impose restrictions at local sites when a concern for access or confidentiality occurs for specific circumstances or positions. Training

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for district level site tech contacts to be able to make these adjustments independently will be provided on request or as necessary through the district's Office of Technology & Information Services.

- f. In secure password situations it is recommended that:
 - i. Passwords should be at least 8 characters, with at least one being a special character;
 - ii. the password should be changed on a regular basis and at least once every three months where there is significant risk relating to personally identifiable confidential information being accessed;
 - iii. new passwords should be unique in terms of those used recently;
 - iv. screen saver and session time-outs and monitor orientation should be set to preclude casual screen viewing by others; and
 - v. any user who refuse to comply with this recommendation will be denied access to the system
- g. For Network and System Administrators it is recommended that:
 - i. a user account that has system level ("administrator") privileges or programs such as "root" access shall have a different password from all other accounts known by that user.
 - ii. i an employee has dual roles as user and administrator, whenever possible, the employee should log into the account with the least privileges to perform their work.
 - iii. as an exception to 90 days password expiration, a password on an administrator account must be changed whenever the administrator responsible for the account leaves the organization or changes roles.
- h. Each authorized user will be responsible for use of his or her assigned computer equipment. Each user must protect all data files and computer programs, by signing off the system or the system will automatically logged users off after 3 minutes of inactivity.

II. Site Administrators Responsibilities at the School Sites

- a. Site Administrators shall be responsible for notifying the Office of Technology & Information Services of any change in personnel or their authorization. In particular, persons whose duties are changed so that access to terminal equipment or data files is no longer required, and persons whose employment are terminated, shall be reported at once.
- b. Authorization to access AS400/TERMS/NOVELL data files and computer programs may be withdrawn by the appropriate administrator at any time, by sending an email to the Office of Technology & Information Services and giving the names of the employees whose authorization is withdrawn. However, the

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withdrawal of authorization must be confirmed in writing by the administrator by submitting a completed Computer Access form to the OTIS.

III. **Disclosure of Passwords**

- a. It is a violation of Board policy for any person to disclose any assigned password to any other person, except to a member of the Technology & Information Services staff for problem resolution purposes.
- b. It is the responsibility of each employee to whom a password is assigned to maintain the confidentiality of the password. Under no circumstances shall passwords be posted or kept in a place which is accessible to unauthorized persons.

IV. **Access to program libraries and program development tools.**

Users shall not be given access to program libraries or to program development and productivity tools. Specific exceptions may be made by the Office of Technology & Information Services, who may place additional restrictions on such access on an individualized basis.

V. **Security Awareness Training and Application Training**

All persons receiving access to the AS400/TERMS/NOVELL are responsible for obtaining appropriate training from the districts OTIS for each application they are authorized to access.

VI. **Vendors**

All vendor-supplied default passwords e.g. default passwords supplied with routers, switches or software such as operating systems and databases must be changed before any computer or communications system is used.

VII. **Assisted Password Resets**

User account passwords will not be reset if the password administrator cannot identify the user requesting the password change/reset with correctly answering two of the three challenge-responses in a self service application.

- VIII. A copy of this directive shall be provided to each authorized user when a password is initially assigned.

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STATUTORY AUTHORITY: 1001.11, 1001.42, 1001.51 and 1008.385 F.S.

LAW(S) IMPLEMENTED: 1001.41 F.S.

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