

AGENDA

REGULAR SCHOOL BOARD MEETING

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

November 16, 2021

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

- a. October 26, 2021, 4:30 p.m. – School Board Workshop
- b. October 26, 2021, 6:00 p.m. – Regular School Board Meeting

ACTION REQUESTED: The Superintendent recommends approval.

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

- a. Personnel 2021 -2022

ACTION REQUESTED: The Superintendent recommends approval.

7. BUDGET AND FINANCIAL

- a. Superintendent's Annual Financial Report 2020 – 2021 - **SEE PAGE #6**

Fund Source: All Funds Listed in the Budget
Amount: Refer to Annual Financial Report (AFR)

ACTION REQUESTED: The Superintendent recommends approval.

8. AGREEMENT/CONTRACT/PROJECT APPLICATIONS

- a. Project Manager American Rescue Plan (ARP) – **SEE PAGE #36**

Fund Source: ARP Grant
Amount: To Be Determined (TBD)

ACTION REQUESTED: The Superintendent recommends approval.

- b. Cooperative Agreement between Gadsden County School Board and Positive Behavior Supports Corporation – **SEE PAGE #39**

Fund Source: IDEA
Amount: Registered Behavior Technicians: \$30 per/hour (as needed)
Board Certified Behavior Analyst: \$75.00 per/hour (as needed)

ACTION REQUESTED: The Superintendent recommends approval.

- c. Cooperative Agreement between Gadsden County School Board and Positive Behavior Supports Corporation – **SEE PAGE #44**

Fund Source: IDEA
Amount: Safety Care Training (as needed) - \$175.00 per person
Safety Care Training Recertification - \$100.00 per person

ACTION REQUESTED: The Superintendent recommends approval.

9. STUDENT MATTERS

- a. Student Expulsion – See back-up material

Case #15-2122-0091

ACTION REQUESTED: The Superintendent recommends approval.

- b. Student Expulsion – See back-up material

Case #16-2122-0051

ACTION REQUESTED: The Superintendent recommends approval.

10. SCHOOL FACILITY/PROPERTY

- a. Request to Approve the Annual Certification of Facilities Data and the 2021 – 2022 Five Year Work Plan – **SEE PAGE #50**

Fund Source: Varies
Amount: Varies

ACTION REQUESTED: The Superintendent recommends approval.

11. EDUCATIONAL ISSUES

- a. Adjunct Instructor Job Description – **SEE PAGE #66**

Fund Source: General Funds
Amount: To Be Determined (TBD)

ACTION REQUESTED: The Superintendent recommends approval.

ITEMS FOR DISCUSSION

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

- a. Approve / Amend Policies – **SEE PAGE #70**

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

6a



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www.gadسدenschools.org

Elijah Key, Jr.
Superintendent
keye@gcpsmail.com

"Putting Children First"

November 16, 2021

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

Dear School Board Members:

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

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

The following reflects the total number of full-time employees in this school district for the 2021-2022 school term, as of November 16, 2021.

<u>Description Per DOE Classification</u>	<u>DOE Object#</u>	<u>#Employees November 2021</u>
Classroom Teachers and Other Certified	120 & 130	305.00
Administrators	110	58.00
Non-Instructional	150, 160, & 170	362.00
		<u>725.00</u>

Sincerely,

Elijah Key, Jr.
Superintendent of Schools

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

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

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

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

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

AGENDA ITEM 6A, INSTRUCTIONAL AND NON INSTRUCTIONAL 2021-2022**INSTRUCTIONAL**

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Eutsey, Brittany	GCHS	Teacher	11/03/2021
Lawrence, Lillie	WGMS	Teacher	10/14/2021
Mejia Portillo, Diana	GBES	Teacher	10/19/2021
Richardson, Shareese	HMS	Teacher	10/11/2021
Toussaint, John	GCHS	Teacher	10/18/2021

NON INSTRUCTIONAL

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Baxter, Lakacha	HMS	Secretary	10/18/2021
Burke, Andrea	Head Start	Hippy Program Assistant	11/01/2021
Hatcher, Terry	HMS	Educational Paraprofessional	10/25/2021
Israel, Elijah	District	Computer Programmer	11/01/2021
Jackson, Derrick	JASMS	Custodial Assistant	11/01/2021
Mason, Ke'Ambernique	GCHS	Educational Paraprofessional	11/01/2021
Mathews, Paul	WGMS	Educational Paraprofessional	11/01/2021
Todd, Patricia	GCHS	School Food Service Worker	11/03/2021

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

<u>Name</u>	<u>Location/Position</u>	<u>Beginning Date</u>	<u>Ending Date</u>
Hinson, Candace	GBES/Teacher-	09/28/2021	11/19/2021
Robinson, Demaro	HMS/School Food Service Worker	10/08/2021	01/21/2021

RESIGNATION

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Baxter, Lakacha*	GWM	Educational Paraprofessional	10/15/2021
Delk, Caroline	JASMS	Teacher	09/17/2021
Highman, Keshandra	GTC	Secretary	10/29/2021
Israel, Elijah*	District	Program Assistant	10/29/2021
Lawrence, Lillie*	WGMS	Educational Paraprofessional	10/13/2021
Ryan, Lloyd	District	ESE Program Specialist	10/29/2021

*Resigned to accept another position within the District

TRANSFERS

<u>Name</u>	<u>Location/Position Transferring From</u>	<u>Location/Position Transferring To</u>	<u>Effective Date</u>
Evans, Maurnicia	CES/School Safety Guardian	GTC/School Safety Guardian	10/11/2021
McCall, Barbara	GCHS/Custodial Assistant	JASMS/Custodial Assistant	10/25/2021
White, Danny	JASMS/Custodian	GCHS/Custodian	10/25/2021
Wilson, Reginald	CPA/Custodial Assistant	JASMS/Custodial Assistant	10/25/2021

D.R.O.P. RETIREMENTS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Black, Rutha	District	Computer Programmer	10/31/2021

TERMINATIONS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>
Miller, Jayda	GCHS	Educational Paraprofessional	08/09/2021

OUT OF FIELD

<u>Name</u>	<u>Location</u>	<u>Area Out of Field</u>	<u>Number of Periods</u>
Eutsey, Brittany	GCHS	Mathematics	All Periods
Lawrence, Lillie	WGMS	Mathematics	All Periods

SUBSTITUTES**Teachers**

Paige-Wade, Diamond
Salem, Oksana

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 7a

DATE OF SCHOOL BOARD MEETING: November 16, 2021

TITLE OF AGENDA ITEMS: Superintendent Annual Financial Report

DIVISION: Finance Department

PURPOSE AND SUMMARY OF ITEMS: Superintendent's Annual Financial Report 2020 - 2021

FUND SOURCE: All Funds listed in the budget

AMOUNT: Refer AFR

PREPARED BY: LaClarence Mays

POSITION: Interim Chief Financial Officer

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.

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE - GENERAL FUND
 For the Fiscal Year Ended June 30, 2021

Exhibit K-1
 FDOE Page 1
Fund 100

REVENUES	Account Number	
<i>Federal Direct:</i>		
Federal Impact, Current Operations	3121	
Reserve Officers Training Corps (ROTC)	3191	57,183.90
Miscellaneous Federal Direct	3199	
Total Federal Direct	3100	57,183.90
<i>Federal Through State and Local:</i>		
Medicaid	3202	152,458.37
National Forest Funds	3255	
Federal Through Local	3280	31,838.35
Miscellaneous Federal Through State	3299	
Total Federal Through State and Local	3200	184,296.72
<i>State:</i>		
Florida Education Finance Program (FEFP)	3310	23,184,757.00
Workforce Development	3315	390,425.00
Workforce Development Capitalization Incentive Grant	3316	
Workforce Education Performance Incentives	3317	
Adults with Disabilities	3318	69,912.50
CO&DS Withheld for Administrative Expenditure	3323	4,371.30
Diagnostic and Learning Resources Centers	3335	
Sales Tax Distribution (s. 212.20(6)(d)6.a., F.S.)	3341	223,250.00
State Forest Funds	3342	5,850.78
State License Tax	3343	21,182.72
District Discretionary Lottery Funds	3344	
<i>Categorical Programs:</i>		
Class Size Reduction Operating Funds	3355	4,671,216.00
Florida School Recognition Funds	3361	
Voluntary Prekindergarten Program	3371	402,504.81
Preschool Projects	3372	
<i>Other State:</i>		
Reading Programs	3373	
Full-Service Schools Program	3378	
State Through Local	3380	
Other Miscellaneous State Revenues	3399	316,013.27
Total State	3300	29,289,483.38
<i>Local:</i>		
District School Taxes	3411	6,877,402.17
Tax Redemptions	3421	402,417.09
Payment in Lieu of Taxes	3422	
Excess Fees	3423	
Tuition	3424	
Lease Revenue	3425	
Interest on Investments	3431	23,059.03
Gain on Sale of Investments	3432	
Net Increase (Decrease) in Fair Value of Investments	3433	
Gifts, Grants and Bequests	3440	
Interest Income - Leases	3445	
<i>Student Fees:</i>		
Adult General Education Course Fees	3461	
Postsec Career Cert-Appl Tech Diploma Course Fees	3462	71,439.36
Continuing Workforce Education Course Fees	3463	
Capital Improvement Fees	3464	
Postsecondary Lab Fees	3465	
Lifelong Learning Fees	3466	
GED® Testing Fees	3467	
Financial Aid Fees	3468	
Other Student Fees	3469	
<i>Other Fees:</i>		
Preschool Program Fees	3471	
Prekindergarten Early Intervention Fees	3472	
School-Age Child Care Fees	3473	
Other Schools, Courses and Classes Fees	3479	
<i>Miscellaneous Local:</i>		
Bus Fees	3491	
Transportation Services Rendered for School Activities	3492	1,182.75
Sale of Junk	3493	
Receipt of Federal Indirect Cost Rate	3494	101,471.86
Other Miscellaneous Local Sources	3495	368,962.19
Refunds of Prior Year's Expenditures	3497	247,560.66
Collections for Lost, Damaged and Sold Textbooks	3498	400.00
Receipt of Food Service Indirect Costs	3499	59,647.06
Total Local	3400	8,153,542.17
Total Revenues	3000	37,684,506.17

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GENERAL FUND (Continued)
 For the Fiscal Year Ended June 30, 2021

EXPENDITURES	Account Number	100		200	300	400	500	600		700		Totals
		Salaries	Employee Benefits					Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	
<i>Current:</i>												
Instruction	5000	12,836,008.12	3,779,029.16	4,547,013.24			398,627.61	153,914.85	60,725.88			21,775,318.86
Student Support Services	6100	1,012,837.47	287,026.40	334,014.66			546.99					1,634,425.52
Instructional Media Services	6200	287,479.60	81,947.66									369,427.26
Instruction and Curriculum Development Services	6300	739,866.06	214,915.47	100,834.71				687.20	3,273.58			1,059,577.02
Instructional Staff Training Services	6400	186,820.40	43,766.99	22,352.40			2,052.67	199.98	12,225.25			267,417.69
Instruction-Related Technology	6500	180,431.01	55,012.97	9,127.73			1,845.63	5,599.80				252,017.14
Board	7100	156,279.88	333,042.89	99,041.43			7,104.30		35,681.58			631,150.08
General Administration	7200	247,665.88	136,511.72	34,989.67			13,548.54		40,590.14			473,305.95
School Administration	7300	2,442,062.41	722,963.33	2,852.97			906.00		40.00			3,168,824.71
Facilities Acquisition and Construction	7410	72,671.65	18,629.64									91,301.29
Fiscal Services	7500	380,468.16	104,387.84	143,999.33			9,255.36	2,204.32	999.00			641,314.01
Food Services	7600	35,145.32	1,316.89									36,462.21
Central Services	7700	225,979.99	68,611.17	48,555.18			8,875.13		3,710.75			355,732.22
Student Transportation Services	7800	1,838,627.82	764,325.67	74,465.63		279,300.14	169,683.85	3,918.00	85,187.69			3,215,508.80
Operation of Plant	7900	1,414,332.37	557,265.68	1,921,995.79		1,383,616.08	172,072.74		35,904.41			5,485,187.07
Maintenance of Plant	8100	410,777.99	114,443.65	2,550,309.29			195,859.92	2,874.00				3,274,264.85
Administrative Technology Services	8200	313,906.14	87,048.58	387,782.48			78,541.00		150.00			867,428.20
Community Services	9100											0.00
<i>Capital Outlay:</i>												
Facilities Acquisition and Construction	7420							312,282.19				312,282.19
Other Capital Outlay	9300							299,886.68				299,886.68
<i>Debt Service: (Function 9200)</i>												
Redemption of Principal	710											0.00
Interest	720											0.00
Total Expenditures		22,781,360.27	7,370,245.71	10,277,334.51	1,662,916.22		1,058,919.74	781,567.02	614,609.28			44,546,952.75
Excess (Deficiency) of Revenues Over Expenditures												(6,862,446.58)

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - GENERAL FUND (Continued)
For the Fiscal Year Ended June 30, 2021

Exhibit K-1
FDOE Page 3
Fund 100

OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES	Account Number	
Loans	3720	
Sale of Capital Assets	3730	25,104.00
Loss Recoveries	3740	8,868,288.82
<i>Transfers In:</i>		
From Debt Service Funds	3620	
From Capital Projects Funds	3630	4,584,178.91
From Special Revenue Funds	3640	
From Permanent Funds	3660	
From Internal Service Funds	3670	
From Enterprise Funds	3690	
Total Transfers In	3600	4,584,178.91
<i>Transfers Out: (Function 9700)</i>		
To Debt Service Funds	920	(211,573.71)
To Capital Projects Funds	930	(8,867,540.50)
To Special Revenue Funds	940	
To Permanent Funds	960	
To Internal Service Funds	970	
To Enterprise Funds	990	
Total Transfers Out	9700	(9,079,114.21)
Total Other Financing Sources (Uses)		4,398,457.52
Net Change In Fund Balance		(2,463,989.06)
Fund Balance, July 1, 2020	2800	8,972,313.03
Adjustments to Fund Balance	2891	
<i>Ending Fund Balance:</i>		
Nonspendable Fund Balance	2710	
Restricted Fund Balance	2720	
Committed Fund Balance	2730	
Assigned Fund Balance	2740	
Unassigned Fund Balance	2750	6,508,323.97
Total Fund Balances, June 30, 2021	2700	6,508,323.97

**DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - SPECIAL REVENUE
FUNDS - FOOD SERVICES**

For the Fiscal Year Ended June 30, 2021

Exhibit K-2
FDOE Page 4
Fund 410

REVENUES	Account Number	
<i>Federal :</i>		
Miscellaneous Federal Direct	3199	
<i>Federal Through State and Local:</i>		
School Lunch Reimbursement	3261	1,936,588.68
School Breakfast Reimbursement	3262	911,131.64
Afterschool Snack Reimbursement	3263	12,465.60
Child Care Food Program	3264	
USDA-Donated Commodities	3265	179,101.03
Cash in Lieu of Donated Foods	3266	
Summer Food Service Program	3267	405,468.72
Fresh Fruit and Vegetable Program	3268	133,176.92
Other Food Services	3269	
Federal Through Local	3280	
Miscellaneous Federal Through State	3299	569,031.84
Total Federal Through State and Local	3200	4,146,964.43
<i>State:</i>		
School Breakfast Supplement	3337	36,462.00
School Lunch Supplement	3338	32,632.00
State Through Local	3380	
Other Miscellaneous State Revenues	3399	
Total State	3300	69,094.00
<i>Local:</i>		
Interest on Investments	3431	
Gain on Sale of Investments	3432	
Net Increase (Decrease) in Fair Value of Investments	3433	
Gifts, Grants and Bequests	3440	
Student Lunches	3451	
Student Breakfasts	3452	
Adult Breakfasts/Lunches	3453	22,212.15
Student and Adult á la Carte Fees	3454	6,258.00
Student Snacks	3455	
Other Food Sales	3456	
Other Miscellaneous Local Sources	3495	93,520.48
Refunds of Prior Year's Expenditures	3497	
Total Local	3400	121,990.63
Total Revenues	3000	4,338,049.06

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - SPECIAL REVENUE
FUNDS - FOOD SERVICES (Continued)
For the Fiscal Year Ended June 30, 2021

Exhibit K-2
FDOE Page 5
Fund 410

EXPENDITURES (Functions 7600/9300)	Account Number	
Salaries	100	1,183,592.73
Employee Benefits	200	518,348.52
Purchased Services	300	104,432.68
Energy Services	400	4,096.73
Materials and Supplies	500	1,723,207.02
Capital Outlay	600	83.78
Other	700	73,555.48
Other Capital Outlay (Function 9300)	600	82,380.01
Total Expenditures		3,689,696.95
Excess (Deficiency) of Revenues Over Expenditures		648,352.11
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES		
Loans	3720	
Sale of Capital Assets	3730	
Loss Recoveries	3740	
<i>Transfers In:</i>		
From General Fund	3610	
From Debt Service Funds	3620	
From Capital Projects Funds	3630	
Interfund	3650	
From Permanent Funds	3660	
From Internal Service Funds	3670	
From Enterprise Funds	3690	
Total Transfers In	3600	0.00
<i>Transfers Out: (Function 9700)</i>		
To General Fund	910	
To Debt Service Funds	920	
To Capital Projects Funds	930	
Interfund	950	
To Permanent Funds	960	
To Internal Service Funds	970	
To Enterprise Funds	990	
Total Transfers Out	9700	0.00
Total Other Financing Sources (Uses)		0.00
Net Change in Fund Balance		648,352.11
Fund Balance, July 1, 2020	2800	1,048,589.05
Adjustments to Fund Balance	2891	
<i>Ending Fund Balance:</i>		
Nonspendable Fund Balance	2710	
Restricted Fund Balance	2720	1,696,941.16
Committed Fund Balance	2730	
Assigned Fund Balance	2740	
Unassigned Fund Balance	2750	
Total Fund Balances, June 30, 2021	2700	1,696,941.16

**DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - SPECIAL REVENUE
FUNDS - OTHER FEDERAL PROGRAMS**

Exhibit K-3
FDOE Page 6
Fund 420

For the Fiscal Year Ended June 30, 2021

REVENUES	Account Number	
<i>Federal Direct:</i>		
Head Start	3130	2,602,826.46
Workforce Innovation and Opportunity Act	3170	
Community Action Programs	3180	
Reserve Officers Training Corps (ROTC)	3191	
Pell Grants	3192	
Miscellaneous Federal Direct	3199	665,265.69
Total Federal Direct	3100	3,268,092.15
<i>Federal Through State and Local:</i>		
Career and Technical Education	3201	196,774.11
Medicaid	3202	
Individuals with Disabilities Education Act (IDEA)	3230	1,482,091.15
<i>Workforce Innovation and Opportunity Act:</i>		
Adult General Education	3221	
English Literacy and Civics Education	3222	
Adult Migrant Education	3223	
Other WIOA Programs	3224	
<i>ESSA - Elementary and Secondary Education Act:</i>		
Elementary and Secondary Education Act - Title I	3240	3,324,681.31
Teacher and Principal Training and Recruiting - Title II, Part A	3225	221,085.45
Math and Science Partnerships - Title II, Part B	3226	
Language Instruction - Title III	3241	61,586.69
Twenty-First Century Schools - Title IV	3242	203,948.95
Federal Through Local	3280	170,595.48
Emergency Immigrant Education Program	3293	
Miscellaneous Federal Through State	3299	3,915,611.12
Total Federal Through State and Local	3200	9,576,374.26
<i>State:</i>		
State Through Local	3380	
Other Miscellaneous State Revenues	3399	
Total State	3300	0.00
<i>Local:</i>		
Interest on Investments	3431	
Gain on Sale of Investments	3432	
Net Increase (Decrease) in Fair Value of Investments	3433	
Gifts, Grants and Bequests	3440	
Adult General Education Course Fees	3461	
Sale of Junk	3493	
Other Miscellaneous Local Sources	3495	
Refunds of Prior Year's Expenditures	3497	
Total Local	3400	0.00
Total Revenues	3000	12,844,466.41

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - OTHER FEDERAL PROGRAMS (Continued)
 For the Fiscal Year Ended June 30, 2021

Exhibit K-3
 FDOE Page 7
 Fund 420

EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Instruction	5000	2,155,139.09	638,521.40	777,354.93	1,542.99	590,749.31	246,330.52	44,064.26	4,453,702.50
Student Support Services	6100	885,457.57	284,816.17	338,637.63		8,530.38	15,465.00	150.50	1,533,057.25
Instructional Media Services	6200	62,704.11	14,273.71			1,802.34			78,780.16
Instruction and Curriculum Development Services	6300	1,540.00	345.01	7,002.06		4,213.21		1,750.00	14,850.28
Instructional Staff Training Services	6400	20,818.89	6,783.22						27,602.11
Instruction-Related Technology	6500	850,794.49	247,838.33	11,815.62		36,950.36	10,560.50	3,408.77	1,161,368.07
Board	7100	516,947.14	143,029.21	539,784.62		23,277.09	5,575.00	61,995.35	1,290,608.41
General Administration	7200			589,785.08		1,461.21	10,541.20	743.47	602,530.96
School Administration	7300	31,954.53	10,740.23	1,298.33				355,419.74	399,412.83
Facilities Acquisition and Construction	7410					56.97		518.30	575.27
Fiscal Services	7500			20,917.50					20,917.50
Food Services	7600								0.00
Central Services	7700	25,570.18	10,695.96	26,890.86					63,157.00
Student Transportation Services	7800			780.00					780.00
Operation of Plant	7900	13,966.05	8,919.95	6,169.95				330.00	29,385.95
Maintenance of Plant	8100	3,284.49	508.34	29,697.93	5,571.60	1,502.63			40,564.99
Administrative Technology Services	8200			1,188,986.75		359,346.83		193.47	1,548,527.05
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420						1,307,066.65		1,307,066.65
Other Capital Outlay	9300						295,175.31		295,175.31
Total Expenditures		4,568,176.54	1,366,471.53	3,539,121.26	7,114.59	1,027,890.33	1,890,714.18	468,573.86	12,868,062.29
Excess (Deficiency) of Revenues over Expenditures									(23,595.88)
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES									
Loans	3720								
Sale of Capital Assets	3730								
Loss Recoveries	3740								
<i>Transfers In:</i>									
From General Fund	3610								
From Debt Service Funds	3620								
From Capital Projects Funds	3630								
Interfund	3650								
From Permanent Funds	3660								
From Internal Service Funds	3670								
From Enterprise Funds	3690								
Total Transfers In	3600	0.00							
<i>Transfers Out: (Function 9700)</i>									
To the General Fund	910								
To Debt Service Funds	920								
To Capital Projects Funds	930								
Interfund	950								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700	0.00							
Total Other Financing Sources (Uses)		0.00							
Net Change in Fund Balance			(23,595.88)						
Fund Balance, July 1, 2020	2800								
Adjustments to Fund Balance	2891								
<i>Ending Fund Balance:</i>									
Nonspendable Fund Balance	2710								
Restricted Fund Balance	2720								
Committed Fund Balance	2730								
Assigned Fund Balance	2740								
Unassigned Fund Balance	2750								
Total Fund Balances, June 30, 2021	2700		0.00						

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS
 CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY (CARES) ACT
 CORONAVIRUS RESPONSE & RELIEF SUPPLEMENTAL APPROPRIATIONS (CRRSA) ACT RELIEF FUND
 AMERICAN RESCUE PLAN (ARP) RELIEF FUND
 For the Fiscal Year Ended June 30, 2021

REVENUES	Account Number	Elem. & Sec. School Emergency Relief (ESSER) 441	Other CARES Act Relief Fund (Including GEER) 442	Elem. & Sec. School Emergency Relief (ESSER II) 443	Other CRRSA Act Relief Fund (Including GEER II) 444	Elem. & Sec. School Emergency Relief (ESSER III) 445	Other ARP Act Relief Fund 446	Totals
<i>Federal Direct:</i>								
Miscellaneous Federal Direct	3199							0.00
Total Federal Direct:	3100	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Federal Through State and Local:</i>								
Education Stabilization Funds - K-12	3271	1166501.92	430374.70					1,596,876.62
Education Stabilization Funds - Workforce	3272							0.00
Education Stabilization Funds - VPK	3273							0.00
Miscellaneous Federal Through State	3299							0.00
Total Federal Through State and Local	3200	1,166,501.92	430,374.70	0.00	0.00	0.00	0.00	1,596,876.62
<i>Local:</i>								
Other Miscellaneous Local Sources	3495							0.00
Total Local	3400	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	3000	1,166,501.92	430,374.70	0.00	0.00	0.00	0.00	1,596,876.62

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF (ESSER)
 For the Fiscal Year Ended June 30, 2021

EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Instruction	5000	38,741.01	6,769.80	165,155.44		8,917.83	50,988.48	530.00	271,102.56
Student Support Services	6100								0.00
Instructional Media Services	6200								0.00
Instruction and Curriculum Development Services	6300					439.98			439.98
Instructional Staff Training Services	6400	71,053.65	5,810.70	113,942.06					190,806.41
Instruction-Related Technology	6500			91,462.26		43,363.08	3,179.94	10,105.00	148,110.28
Board	7100								0.00
General Administration	7200							55,547.71	55,547.71
School Administration	7300								0.00
Facilities Acquisition and Construction	7410								0.00
Fiscal Services	7500								0.00
Food Services	7600								0.00
Central Services	7700			1,250.00					1,250.00
Student Transportation Services	7800					1,805.93			1,805.93
Operation of Plant	7900	3,650.00	717.55	12,900.47		407,131.78			424,399.80
Maintenance of Plant	8100			2,917.00		56,330.46			59,247.46
Administrative Technology Services	8200								0.00
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420								0.00
Other Capital Outlay	9300						13,791.79		13,791.79
Total Expenditures		113,444.66	13,298.05	387,627.23	0.00	517,989.06	67,960.21	66,182.71	1,166,501.92
Excess (Deficiency) of Revenues over Expenditures									0.00
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES	Account Number								
Loans	3720								
Sale of Capital Assets	3730								
Loss Recoveries	3740								
<i>Transfers In:</i>									
From General Fund	3610								
From Debt Service Funds	3620								
From Capital Projects Funds	3630								
Interfund	3650								
From Permanent Funds	3660								
From Internal Service Funds	3670								
From Enterprise Funds	3690								
Total Transfers In	3600	0.00							
<i>Transfers Out: (Function 9700)</i>									
To the General Fund	910								
To Debt Service Funds	920								
To Capital Projects Funds	930								
Interfund	950								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700	0.00							
Total Other Financing Sources (Uses)									0.00
Net Change in Fund Balance									0.00
Fund Balance, July 1, 2020	2800								
Adjustments to Fund Balance	2891								
<i>Ending Fund Balance:</i>									
Nonspendable Fund Balance	2710								
Restricted Fund Balance	2720								
Committed Fund Balance	2730								
Assigned Fund Balance	2740								
Unassigned Fund Balance	2750								
Total Fund Balances, June 30, 2021	2700								0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - OTHER CARES ACT RELIEF FUND (INCLUDING GEER)
 For the Fiscal Year Ended June 30, 2021

Exhibit K-4
 FDOE Page 10
 Fund 442

EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Instruction	5000	117,000.71	23,426.14	23,654.45		77,735.88	42,010.68	23,318.46	307,146.32
Student Support Services	6100	812.50	61.27	615.00					1,488.77
Instructional Media Services	6200								0.00
Instruction and Curriculum Development Services	6300								0.00
Instructional Staff Training Services	6400	487.00		1,400.00		90.28		714.86	2,692.14
Instruction-Related Technology	6500								0.00
Board	7100								0.00
General Administration	7200								0.00
School Administration	7300								0.00
Facilities Acquisition and Construction	7410								0.00
Fiscal Services	7500								0.00
Food Services	7600								0.00
Central Services	7700								0.00
Student Transportation Services	7800	14,727.78	3,055.47		11,829.45			240.00	29,852.70
Operation of Plant	7900	3,241.92	569.99			10,451.25			14,263.16
Maintenance of Plant	8100								0.00
Administrative Technology Services	8200								0.00
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420								0.00
Other Capital Outlay	9300						74,931.61		74,931.61
Total Expenditures		136,269.91	27,112.87	25,669.45	11,829.45	88,277.41	116,942.29	24,273.32	430,374.70
Excess (Deficiency) of Revenues over Expenditures									0.00
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES									
Loans	3720								
Sale of Capital Assets	3730								
Loss Recoveries	3740								
<i>Transfers In:</i>									
From General Fund	3610								
From Debt Service Funds	3620								
From Capital Projects Funds	3630								
Interfund	3650								
From Permanent Funds	3660								
From Internal Service Funds	3670								
From Enterprise Funds	3690								
Total Transfers In	3600	0.00							
<i>Transfers Out: (Function 9700)</i>									
To the General Fund	910								
To Debt Service Funds	920								
To Capital Projects Funds	930								
Interfund	950								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700	0.00							
Total Other Financing Sources (Uses)									0.00
Net Change in Fund Balance									0.00
Fund Balance, July 1, 2020	2800								
Adjustments to Fund Balance	2891								
<i>Ending Fund Balance:</i>									
Nonspendable Fund Balance	2710								
Restricted Fund Balance	2720								
Committed Fund Balance	2730								
Assigned Fund Balance	2740								
Unassigned Fund Balance	2750								
Total Fund Balances, June 30, 2021	2700	0.00							

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF II (ESSER II)
 For the Fiscal Year Ended June 30, 2021

Exhibit K-4
 FDOE Page 11
 Fund 443

EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Instruction	5000								0.00
Student Support Services	6100								0.00
Instructional Media Services	6200								0.00
Instruction and Curriculum Development Services	6300								0.00
Instructional Staff Training Services	6400								0.00
Instruction-Related Technology	6500								0.00
Board	7100								0.00
General Administration	7200								0.00
School Administration	7300								0.00
Facilities Acquisition and Construction	7410								0.00
Fiscal Services	7500								0.00
Food Services	7600								0.00
Central Services	7700								0.00
Student Transportation Services	7800								0.00
Operation of Plant	7900								0.00
Maintenance of Plant	8100								0.00
Administrative Technology Services	8200								0.00
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420								0.00
Other Capital Outlay	9300								0.00
Total Expenditures		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues over Expenditures									
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES									
Loans	3720								
Sale of Capital Assets	3730								
Loss Recoveries	3740								
<i>Transfers In:</i>									
From General Fund	3610								
From Debt Service Funds	3620								
From Capital Projects Funds	3630								
Interfund	3650								
From Permanent Funds	3660								
From Internal Service Funds	3670								
From Enterprise Funds	3690								
Total Transfers In	3600		0.00						
<i>Transfers Out: (Function 9700)</i>									
To the General Fund	910								
To Debt Service Funds	920								
To Capital Projects Funds	930								
Interfund	950								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700		0.00						
Total Other Financing Sources (Uses)			0.00						
Net Change in Fund Balance			0.00						
Fund Balance, July 1, 2020	2800								
Adjustments to Fund Balance	2891								
<i>Ending Fund Balance:</i>									
Nonspendable Fund Balance	2710								
Restricted Fund Balance	2720								
Committed Fund Balance	2730								
Assigned Fund Balance	2740								
Unassigned Fund Balance	2750								
Total Fund Balances, June 30, 2021	2700		0.00						

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - OTHER CRRSA ACT RELIEF FUND (INCLUDING GEER II)
 For the Fiscal Year Ended June 30, 2021

Exhibit K-4
 FDOE Page 12
 Fund 444

EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Instruction	5000								0.00
Student Support Services	6100								0.00
Instructional Media Services	6200								0.00
Instruction and Curriculum Development Services	6300								0.00
Instructional Staff Training Services	6400								0.00
Instruction-Related Technology	6500								0.00
Board	7100								0.00
General Administration	7200								0.00
School Administration	7300								0.00
Facilities Acquisition and Construction	7410								0.00
Fiscal Services	7500								0.00
Food Services	7600								0.00
Central Services	7700								0.00
Student Transportation Services	7800								0.00
Operation of Plant	7900								0.00
Maintenance of Plant	8100								0.00
Administrative Technology Services	8200								0.00
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420								0.00
Other Capital Outlay	9300								0.00
Total Expenditures		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues over Expenditures									
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES									
Loans	3720								
Sale of Capital Assets	3730								
Loss Recoveries	3740								
<i>Transfers In:</i>									
From General Fund	3610								
From Debt Service Funds	3620								
From Capital Projects Funds	3630								
Interfund	3650								
From Permanent Funds	3660								
From Internal Service Funds	3670								
From Enterprise Funds	3690								
Total Transfers In	3600	0.00							
<i>Transfers Out: (Function 9700)</i>									
To the General Fund	910								
To Debt Service Funds	920								
To Capital Projects Funds	930								
Interfund	950								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700								0.00
Total Other Financing Sources (Uses)			0.00						0.00
Net Change in Fund Balance			0.00						0.00
Fund Balance, July 1, 2020	2800								
Adjustments to Fund Balance	2891								
<i>Ending Fund Balance:</i>									
Nonspendable Fund Balance	2710								
Restricted Fund Balance	2720								
Committed Fund Balance	2730								
Assigned Fund Balance	2740								
Unassigned Fund Balance	2750								
Total Fund Balances, June 30, 2021	2700		0.00						0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF III (ESSER III)
 For the Fiscal Year Ended June 30, 2021

Exhibit K-4
 FDOE Page 13
 Fund 445

EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Instruction	5000								0.00
Student Support Services	6100								0.00
Instructional Media Services	6200								0.00
Instruction and Curriculum Development Services	6300								0.00
Instructional Staff Training Services	6400								0.00
Instruction-Related Technology	6500								0.00
Board	7100								0.00
General Administration	7200								0.00
School Administration	7300								0.00
Facilities Acquisition and Construction	7410								0.00
Fiscal Services	7500								0.00
Food Services	7600								0.00
Central Services	7700								0.00
Student Transportation Services	7800								0.00
Operation of Plant	7900								0.00
Maintenance of Plant	8100								0.00
Administrative Technology Services	8200								0.00
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420								0.00
Other Capital Outlay	9300								0.00
Total Expenditures		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues over Expenditures									0.00
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES									
	Account Number								
Loans	3720								
Sale of Capital Assets	3730								
Loss Recoveries	3740								
<i>Transfers In:</i>									
From General Fund	3610								
From Debt Service Funds	3620								
From Capital Projects Funds	3630								
Interfund	3650								
From Permanent Funds	3660								
From Internal Service Funds	3670								
From Enterprise Funds	3690								
Total Transfers In	3600	0.00							
<i>Transfers Out: (Function 9700)</i>									
To the General Fund	910								
To Debt Service Funds	920								
To Capital Projects Funds	930								
Interfund	950								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700	0.00							
Total Other Financing Sources (Uses)									0.00
Net Change in Fund Balance									0.00
Fund Balance, July 1, 2020	2800								
Adjustments to Fund Balance	2891								
<i>Ending Fund Balance:</i>									
Nonspendable Fund Balance	2710								
Restricted Fund Balance	2720								
Committed Fund Balance	2730								
Assigned Fund Balance	2740								
Unassigned Fund Balance	2750								
Total Fund Balances, June 30, 2021	2700	0.00							

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - OTHER ARP ACT RELIEF FUND
 For the Fiscal Year Ended June 30, 2021

EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Instruction	5000								0.00
Student Support Services	6100								0.00
Instructional Media Services	6200								0.00
Instruction and Curriculum Development Services	6300								0.00
Instructional Staff Training Services	6400								0.00
Instruction-Related Technology	6500								0.00
Board	7100								0.00
General Administration	7200								0.00
School Administration	7300								0.00
Facilities Acquisition and Construction	7410								0.00
Fiscal Services	7500								0.00
Food Services	7600								0.00
Central Services	7700								0.00
Student Transportation Services	7800								0.00
Operation of Plant	7900								0.00
Maintenance of Plant	8100								0.00
Administrative Technology Services	8200								0.00
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420								0.00
Other Capital Outlay	9300								0.00
Total Expenditures		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues over Expenditures									
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES									
Loans	3720								
Sale of Capital Assets	3730								
Loss Recoveries	3740								
<i>Transfers In:</i>									
From General Fund	3610								
From Debt Service Funds	3620								
From Capital Projects Funds	3630								
Interfund	3650								
From Permanent Funds	3660								
From Internal Service Funds	3670								
From Enterprise Funds	3690								
Total Transfers In	3600		0.00						
<i>Transfers Out: (Function 9700)</i>									
To the General Fund	910								
To Debt Service Funds	920								
To Capital Projects Funds	930								
Interfund	950								
To Permanent Funds	960								
To Internal Service Funds	970								
To Enterprise Funds	990								
Total Transfers Out	9700								0.00
Total Other Financing Sources (Uses)									0.00
Net Change in Fund Balance									0.00
Fund Balance, July 1, 2020	2800								
Adjustments to Fund Balance	2891								
<i>Ending Fund Balance:</i>									
Nonspendable Fund Balance	2710								
Restricted Fund Balance	2720								
Committed Fund Balance	2730								
Assigned Fund Balance	2740								
Unassigned Fund Balance	2750								
Total Fund Balances, June 30, 2021	2700		0.00						

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - SPECIAL REVENUE FUNDS - MISCELLANEOUS
 For the Fiscal Year Ended June 30, 2021

Exhibit K-5
 FDOE Page 15
 Fund 490

REVENUES		Account Number								
<i>Federal Through State and Local:</i>										
Federal Through Local		3280								
Miscellaneous Federal Through State		3299								
Total Federal Through State and Local		3200							0.00	
<i>State:</i>										
Other Miscellaneous State Revenues		3399								
<i>Local:</i>										
Interest on Investments		3431								
Gain on Sale of Investments		3432								
Net Increase (Decrease) in Fair Value of Investments		3433								
Gifts, Grants and Bequests		3440								
Other Miscellaneous Local Sources		3495								
Total Local		3400							0.00	
Total Revenues		3000							0.00	
EXPENDITURES		Account Number	100	200	300	400	500	600	700	Totals
			Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>										
Instruction		5000								0.00
Student Support Services		6100								0.00
Instructional Media Services		6200								0.00
Instruction and Curriculum Development Services		6300								0.00
Instructional Staff Training Services		6400								0.00
Instruction-Related Technology		6500								0.00
Board		7100								0.00
General Administration		7200								0.00
School Administration		7300								0.00
Facilities Acquisition and Construction		7410								0.00
Fiscal Services		7500								0.00
Food Services		7600								0.00
Central Services		7700								0.00
Student Transportation Services		7800								0.00
Operation of Plant		7900								0.00
Maintenance of Plant		8100								0.00
Administrative Technology Services		8200								0.00
Community Services		9100								0.00
<i>Capital Outlay:</i>										
Facilities Acquisition and Construction		7420								0.00
Other Capital Outlay		9300								0.00
Total Expenditures			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues over Expenditures									0.00	
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES		Account Number								
Loss Recoveries										
Transfers In:										
From General Fund		3610								
From Debt Service Funds		3620								
From Capital Projects Funds		3630								
Interfund		3650								
From Permanent Funds		3660								
From Internal Service Funds		3670								
From Enterprise Funds		3690								
Total Transfers In		3600							0.00	
Transfers Out: (Function 9700)										
To General Fund		910								
To Debt Service Funds		920								
To Capital Projects Funds		930								
Interfund		950								
To Permanent Funds		960								
To Internal Service Funds		970								
To Enterprise Funds		990								
Total Transfers Out		9700							0.00	
Total Other Financing Sources (Uses)									0.00	
Net Change in Fund Balance									0.00	
Fund Balance, July 1, 2020		2800								
Adjustments to Fund Balance		2891								
<i>Ending Fund Balance:</i>										
Nonspendable Fund Balance		2710								
Restricted Fund Balance		2720								
Committed Fund Balance		2730								
Assigned Fund Balance		2740								
Unassigned Fund Balance		2750								
Total Fund Balances, June 30, 2021		2700							0.00	

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - DEBT SERVICE FUNDS
 For the Fiscal Year Ended June 30, 2021

Exhibit K-6
 FDOE Page 16
 Funds 200

REVENUES	Account Number	SBE/COBI Bonds 210	Special Act Bonds 220	Sections 1011.14 and 1011.15, F.S., Loans 230	Motor Vehicle Revenue Bonds 240	District Bonds 250	Other Debt Service 290	ARRA Economic Stimulus Debt Service 299	Totals
Federal:									
Miscellaneous Federal Direct	3199								0.00
Miscellaneous Federal Through State	3299								0.00
State:									
CO&DS Withheld for SBE/COBI Bonds	3322								0.00
SBE/COBI Bond Interest	3326								0.00
Sales Tax Distribution (s. 212.20(6), (d)6, s. F.S.)	3341								0.00
Other Miscellaneous State Revenues	3399								0.00
Total State Sources	3300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Local:									
District Debt Service Taxes	3412								0.00
County Local Sales Tax	3418								0.00
School District Local Sales Tax	3419								0.00
Tax Redemptions	3421								0.00
Payment in Lieu of Taxes	3422								0.00
Excess Fees	3423								0.00
Interest on Investments	3431								0.00
Gain on Sale of Investments	3432								0.00
Net Increase (Decrease) in Fair Value of Investments	3433								0.00
Gifts, Grants and Bequests	3440								0.00
Other Miscellaneous Local Sources	3495								0.00
Impact Fees	3496								0.00
Refunds of Prior Year's Expenditures	3497								0.00
Total Local Sources	3400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	3000	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EXPENDITURES									
Debt Service (Function 9200)									
Redemption of Principal	710						153,969.62		153,969.62
Interest	720						57,604.09		57,604.09
Dues and Fees	730								0.00
Other Debt Service	791						211,573.71	0.00	211,573.71
Total Expenditures		0.00	0.00	0.00	0.00	0.00	211,573.71	0.00	211,573.71
Excess (Deficiency) of Revenues Over Expenditures		0.00	0.00	0.00	0.00	0.00	(211,573.71)	0.00	(211,573.71)
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCE									
Issuance of Bonds	3710								0.00
Premium on Sale of Bonds	3791								0.00
Discount on Sale of Bonds (Function 9299)	891								0.00
Proceeds of Lease-Purchase Agreements	3750								0.00
Premium on Lease-Purchase Agreements	3793								0.00
Discount on Lease-Purchase Agreements (Function 9299)	893								0.00
Loans	3720								0.00
Proceeds of Forward Supply Contract	3760								0.00
Face Value of Refunding Bonds	3715								0.00
Premium on Refunding Bonds	3792								0.00
Discount on Refunding Bonds (Function 9299)	892								0.00
Payments to Refunded Bonds Escrow Agent (Function 9299)	761								0.00
Refunding Lease-Purchase Agreements	3755								0.00
Premium on Refunding Lease-Purchase Agreements	3794								0.00
Discount on Refunding Lease-Purchase Agreements (Function 9299)	894								0.00
Payments to Refunded Lease-Purchase Escrow Agent (Function 9299)	762								0.00
Transfers In:									
From General Fund	3610						211,573.71		211,573.71
From Capital Projects Funds	3630								0.00
From Special Revenue Funds	3640								0.00
Interfund	3650								0.00
From Permanent Funds	3660								0.00
From Internal Service Funds	3670								0.00
From Enterprise Funds	3690								0.00
Total Transfers In	3600	0.00	0.00	0.00	0.00	0.00	211,573.71	0.00	211,573.71
Transfers Out: (Function 9700)									
To General Fund	910								0.00
To Capital Projects Funds	930								0.00
To Special Revenue Funds	940								0.00
Interfund	950								0.00
To Permanent Funds	960								0.00
To Internal Service Funds	970								0.00
To Enterprise Funds	990								0.00
Total Transfers Out	9700	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Financing Sources (Uses)		0.00	0.00	0.00	0.00	0.00	211,573.71	0.00	211,573.71
Net Change in Fund Balances		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund Balance, July 1, 2020	2800								0.00
Adjustments to Fund Balances	2891								0.00
Ending Fund Balance:									
Nonspendable Fund Balance	2710								0.00
Restricted Fund Balance	2720								0.00
Committed Fund Balance	2730								0.00
Assigned Fund Balance	2740								0.00
Unassigned Fund Balance	2750								0.00
Total Fund Balance, June 30, 2021	2700	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - CAPITAL PROJECTS FUNDS
 For the Fiscal Year Ended June 30, 2021

REVENUES	Account Number	Capital Outlay Bond Issues (COBI) 310	Special Act Bonds 320	Sections 1011.14 and 1011.15, F.S., Loans 330	Public Education Capital Outlay (PECO) 340	District Bonds 350	Capital Outlay and Debt Service Program (CO&DS) 360	Nonvoted Capital Improvement Section 1011.71(2), F.S. 370	Voted Capital Improvement Fund 380	Other Capital Projects 390	ARRA Economic Stimulus Capital Projects 399	Totals
<i>Federal:</i>												
Miscellaneous Federal Direct	3199											0.00
Miscellaneous Federal Through State	3299											0.00
<i>State:</i>												
CO&DS Distributed	3321						287,048.70					287,048.70
Interest on Undistributed CO&DS	3325						4,838.34					4,838.34
Sales Tax Distribution (s. 212.20(6)(d)6.a., F.S.)	3341											0.00
State Through Local	3380											0.00
Public Education Capital Outlay (PECO)	3391											0.00
Classrooms First Program	3392											0.00
SMART Schools Small County Assistance Program	3395											0.00
Class Size Reduction Capital Outlay	3396											0.00
Charter School Capital Outlay Funding	3397				336,122.00							336,122.00
Other Miscellaneous State Revenues	3399											0.00
Total State Sources	3300	0.00	0.00	0.00	336,122.00	0.00	291,887.04	0.00	0.00	0.00	0.00	628,009.04
<i>Local:</i>												
District Local Capital Improvement Tax	3413							2,372,607.86				2,372,607.86
County Local Sales Tax	3418											0.00
School District Local Sales Tax	3419											0.00
Tax Redemptions	3421							137,152.32				137,152.32
Payment in Lieu of Taxes	3422											0.00
Excess Fees	3423											0.00
Interest on Investments	3431											0.00
Gain on Sale of Investments	3432											0.00
Net Increase (Decrease) in Fair Value of Investments	3433											0.00
Gifts, Grants and Bequests	3440											0.00
Other Miscellaneous Local Sources	3495											0.00
Impact Fees	3496											0.00
Refunds of Prior Year's Expenditures	3497											0.00
Total Local Sources	3400	0.00	0.00	0.00	0.00	0.00	0.00	2,509,760.18	0.00	0.00	0.00	2,509,760.18
Total Revenues	3000	0.00	0.00	0.00	336,122.00	0.00	291,887.04	2,509,760.18	0.00	0.00	0.00	3,137,769.22
EXPENDITURES												
<i>Capital Outlay: (Function 7400)</i>												
Library Books	610											0.00
Audiovisual Materials	620											0.00
Buildings and Fixed Equipment	630											0.00
Furniture, Fixtures and Equipment	640											0.00
Motor Vehicles (Including Buses)	650											0.00
Land	660											0.00
Improvements Other Than Buildings	670									43,950.00		43,950.00
Remodeling and Renovations	680							80,947.50		268,679.46		349,626.96
Computer Software	690											0.00
Charter School Local Capital Improvement	793											0.00
Charter School Capital Outlay Sales Tax	795											0.00
<i>Debt Service: (Function 9200)</i>												
Redemption of Principal	710											0.00
Interest	720											0.00
Dues and Fees	730							322.35				322.35
Other Debt Service	791											0.00
Total Expenditures		0.00	0.00	0.00	0.00	0.00	322.35	80,947.50	0.00	312,629.46	0.00	393,899.31
Excess (Deficiency) of Revenues Over Expenditures		0.00	0.00	0.00	336,122.00	0.00	291,564.69	2,428,812.68	0.00	(312,629.46)	0.00	2,743,869.91

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - CAPITAL PROJECTS FUNDS (Continued)
 For the Fiscal Year Ended June 30, 2021

OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCE	Account Number	Capital Outlay Bond Issues (COBI) 310	Special Act Bonds 320	Sections 1011.14 and 1011.15, F.S., Loans 330	Public Education Capital Outlay (PECO) 340	District Bonds 350	Capital Outlay and Debt Service Program (CO&DS) 360	Nonvoted Capital Improvement Section 1011.71(2), F.S. 370	Voted Capital Improvement Fund 380	Other Capital Projects 390	ARRA Economic Stimulus Capital Projects 399	Totals
Issuance of Bonds	3710											0.00
Premium on Sale of Bonds	3791											0.00
Discount on Sale of Bonds (Function 9299)	891											0.00
Proceeds of Lease-Purchase Agreements	3750											0.00
Premium on Lease-Purchase Agreements	3793											0.00
Discount on Lease-Purchase Agreements (Function 9299)	893											0.00
Loans	3720											0.00
Sale of Capital Assets	3730											0.00
Loss Recoveries	3740											0.00
Proceeds of Forward Supply Contract	3760											0.00
Proceeds from Special Facility Construction Account	3770											0.00
Transfers In:												
From General Fund	3610									8,867,540.50		8,867,540.50
From Debt Service Funds	3620											0.00
From Special Revenue Funds	3640											0.00
Interfund	3650											0.00
From Permanent Funds	3660											0.00
From Internal Service Funds	3670											0.00
From Enterprise Funds	3690											0.00
Total Transfers In	3600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,867,540.50	0.00	8,867,540.50
Transfers Out: (Function 9700)												
To General Fund	910				(336,122.00)			(2,181,737.56)		(2,066,319.35)		(4,584,178.91)
To Debt Service Funds	920											0.00
To Special Revenue Funds	940											0.00
Interfund	950											0.00
To Permanent Funds	960											0.00
To Internal Service Funds	970											0.00
To Enterprise Funds	990											0.00
Total Transfers Out	9700	0.00	0.00	0.00	(336,122.00)	0.00	0.00	(2,181,737.56)	0.00	(2,066,319.35)	0.00	(4,584,178.91)
Total Other Financing Sources (Uses)		0.00	0.00	0.00	(336,122.00)	0.00	0.00	(2,181,737.56)	0.00	6,801,221.15	0.00	4,283,361.59
Net Change in Fund Balances		0.00	0.00	0.00	0.00	0.00	291,564.69	247,075.12	0.00	6,488,591.69	0.00	7,027,231.50
Fund Balance, July 1, 2020	2800						1,070,456.25	250,980.56		(126,049.95)		1,195,386.86
Adjustments to Fund Balances	2891											0.00
Ending Fund Balance:												0.00
Nonspendable Fund Balance	2710											0.00
Restricted Fund Balance	2720	6.00	0.00	0.00	0.00	0.00	1,362,020.94	498,055.68	0.00	6,362,541.74	0.00	8,222,618.36
Committed Fund Balance	2730											0.00
Assigned Fund Balance	2740											0.00
Unassigned Fund Balance	2750											0.00
Total Fund Balances, June 30, 2021	2700	0.00	0.00	0.00	0.00	0.00	1,362,020.94	498,055.68	0.00	6,362,541.74	0.00	8,222,618.36

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - PERMANENT FUNDS
 For the Fiscal Year Ended June 30, 2021

Exhibit K-8
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 Fund 000

REVENUES		Account Number							Totals	
Federal Direct		3100								
Federal Through State and Local		3200								
State Sources		3300								
Local Sources		3400								
Total Revenues		3000	0.00							
EXPENDITURES		Account Number	100	200	300	400	500	600	700	Totals
			Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>										
Instruction		5000								0.00
Student Support Services		6100								0.00
Instructional Media Services		6200								0.00
Instruction and Curriculum Development Services		6300								0.00
Instructional Staff Training Services		6400								0.00
Instruction-Related Technology		6500								0.00
Board		7100								0.00
General Administration		7200								0.00
School Administration		7300								0.00
Facilities Acquisition and Construction		7410								0.00
Fiscal Services		7500								0.00
Central Services		7700								0.00
Student Transportation Services		7800								0.00
Operation of Plant		7900								0.00
Maintenance of Plant		8100								0.00
Administrative Technology Services		8200								0.00
Community Services		9100								0.00
<i>Capital Outlay:</i>										
Facilities Acquisition and Construction		7420								0.00
Other Capital Outlay		9300								0.00
<i>Debt Service: (Function 9200)</i>										
Redemption of Principal		710								0.00
Interest		720								0.00
Total Expenditures			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Excess (Deficiency) of Revenues Over Expenditures										
OTHER FINANCING SOURCES (USES) and CHANGES IN FUND BALANCES		Account Number								
Sale of Capital Assets		3730								
Loss Recoveries		3740								
<i>Transfers In:</i>										
From General Fund		3610								
From Debt Service Funds		3620								
From Capital Projects Funds		3630								
From Special Revenue Funds		3640								
From Internal Service Funds		3670								
From Enterprise Funds		3690								
Total Transfers In		3600	0.00							
<i>Transfers Out: (Function 9700)</i>										
To General Fund		910								
To Debt Service Funds		920								
To Capital Projects Funds		930								
To Special Revenue Funds		940								
To Internal Service Funds		970								
To Enterprise Funds		990								
Total Transfers Out		9700	0.00							
Total Other Financing Sources (Uses)			0.00							
Net Change in Fund Balance										
Fund Balance, July 1, 2020		2800								
Adjustments to Fund Balance		2891								
<i>Ending Fund Balance:</i>										
Nonspendable Fund Balance		2710								
Restricted Fund Balance		2720								
Committed Fund Balance		2730								
Assigned Fund Balance		2740								
Unassigned Fund Balance		2750								
Total Fund Balances, June 30, 2021		2700	0.00							

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION - ENTERPRISE FUNDS
 For the Fiscal Year Ended June 30, 2021

INCOME OR (LOSS)	Account Number	Self-Insurance - Consortium 911	Self-Insurance - Consortium 912	Self-Insurance - Consortium 913	Self-Insurance - Consortium 914	ARRA - Consortium 915	Other Enterprise Programs 921	Other Enterprise Programs 922	Totals
OPERATING REVENUES									
Charges for Services	3481								0.00
Charges for Sales	3482								0.00
Premium Revenue	3484								0.00
Other Operating Revenues	3489								0.00
Total Operating Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING EXPENSES (Function 9900)									
Salaries	100								0.00
Employee Benefits	200								0.00
Purchased Services	300								0.00
Energy Services	400								0.00
Materials and Supplies	500								0.00
Capital Outlay	600								0.00
Other	700								0.00
Depreciation and Amortization Expense	780								0.00
Total Operating Expenses		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Income (Loss)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONOPERATING REVENUES (EXPENSES)									
Interest on Investments	3431								0.00
Gain on Sale of Investments	3432								0.00
Net Increase (Decrease) in Fair Value of Investments	3433								0.00
Gifts, Grants and Bequests	3440								0.00
Other Miscellaneous Local Sources	3495								0.00
Loss Recoveries	3740								0.00
Gain on Disposition of Assets	3780								0.00
Interest (Function 9900)	720								0.00
Miscellaneous (Function 9900)	790								0.00
Loss on Disposition of Assets (Function 9900)	810								0.00
Total Nonoperating Revenues (Expenses)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Income (Loss) Before Operating Transfers		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS and CHANGES IN NET POSITION									
<i>Transfers In:</i>									
From General Fund	3610								0.00
From Debt Service Funds	3620								0.00
From Capital Projects Funds	3630								0.00
From Special Revenue Funds	3640								0.00
Interfund	3650								0.00
From Permanent Funds	3660								0.00
From Internal Service Funds	3670								0.00
Total Transfers In	3600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Transfers Out: (Function 9700)</i>									
To General Fund	910								0.00
To Debt Service Funds	920								0.00
To Capital Projects Funds	930								0.00
To Special Revenue Funds	940								0.00
Interfund	950								0.00
To Permanent Funds	960								0.00
To Internal Service Funds	970								0.00
Total Transfers Out	9700	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Change in Net Position		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Position, July 1, 2020	2880								0.00
Adjustments to Net Position	2896								0.00
Net Position, June 30, 2021	2780								0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION - INTERNAL SERVICE FUNDS
 For the Fiscal Year Ended June 30, 2021

INCOME OR (LOSS)	Account Number	Self-Insurance 711	Self-Insurance 712	Self-Insurance 713	Self-Insurance 714	Self-Insurance 715	Consortium Programs 731	Other Internal Service 791	Totals
OPERATING REVENUES									
Charges for Services	3481								0.00
Charges for Sales	3482								0.00
Premium Revenue	3484								0.00
Other Operating Revenues	3489								0.00
Total Operating Revenues		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OPERATING EXPENSES (Function 9900)									
Salaries	100								0.00
Employee Benefits	200								0.00
Purchased Services	300								0.00
Energy Services	400								0.00
Materials and Supplies	500								0.00
Capital Outlay	600								0.00
Other	700								0.00
Depreciation and Amortization Expense	780								0.00
Total Operating Expenses		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Income (Loss)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NONOPERATING REVENUES (EXPENSES)									
Interest on Investments	3431								0.00
Gain on Sale of Investments	3432								0.00
Net Increase (Decrease) in Fair Value of Investments	3433								0.00
Gifts, Grants and Bequests	3440								0.00
Other Miscellaneous Local Sources	3495								0.00
Loss Recoveries	3740								0.00
Gain on Disposition of Assets	3780								0.00
Interest (Function 9900)	720								0.00
Miscellaneous (Function 9900)	790								0.00
Loss on Disposition of Assets (Function 9900)	810								0.00
Total Nonoperating Revenues (Expenses)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Income (Loss) Before Operating Transfers		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS and CHANGES IN NET POSITION									
<i>Transfers In:</i>									
From General Fund	3610								0.00
From Debt Service Funds	3620								0.00
From Capital Projects Funds	3630								0.00
From Special Revenue Funds	3640								0.00
Interfund	3650								0.00
From Permanent Funds	3660								0.00
From Enterprise Funds	3690								0.00
Total Transfers In	3600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<i>Transfers Out: (Function 9700)</i>									
To General Fund	910								0.00
To Debt Service Funds	920								0.00
To Capital Projects Funds	930								0.00
To Special Revenue Funds	940								0.00
Interfund	950								0.00
To Permanent Funds	960								0.00
To Enterprise Funds	990								0.00
Total Transfers Out	9700	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Change in Net Position		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Position, July 1, 2020	2880								0.00
Adjustments to Net Position	2896								0.00
Net Position, June 30, 2021	2780								0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 COMBINING STATEMENT OF CHANGES IN ASSETS, LIABILITIES AND FIDUCIARY NET POSITION
 SCHOOL INTERNAL FUNDS
 June 30, 2021

Exhibit K-1
 FDOE Page 2
 Fund 89

ASSETS	Account Number	Beginning Balance July 1, 2020	Additions	Deductions	Ending Balance June 30, 2021
Cash	1110				0.00
Investments	1160				0.00
Accounts Receivable, Net	1131				0.00
Interest Receivable on Investments	1170				0.00
Due From Budgetary Funds	1141				0.00
Due From Other Agencies	1220				0.00
Inventory	1150				0.00
Total Assets		0.00	0.00	0.00	0.00
LIABILITIES					
Cash Overdraft	2125				0.00
Accrued Salaries and Benefits	2110				0.00
Payroll Deductions and Withholdings	2170				0.00
Accounts Payable	2120				0.00
Internal Accounts Payable	2290				0.00
Due to Budgetary Funds	2161				0.00
Total Liabilities		0.00	0.00	0.00	0.00
NET POSITION					
Restricted for:					
Other purposes					
Individuals, organizations and other governments					
Total Net Position	2785	0.00			0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 SCHEDULE OF LONG-TERM LIABILITIES
 June 30, 2021

	Account Number	Governmental Activities Total Balance [1] June 30, 2021	Business-Type Activities Total Balance [1] June 30, 2021	Total	Governmental Activities - Debt Principal Payments 2020-21	Governmental Activities - Principal Due Within One Year 2021-22	Governmental Activities - Debt Interest Payments 2020-21	Governmental Activities - Interest Due Within One Year 2021-22
Notes Payable	2310			0.00				
Obligations Under Leases	2315			0.00				
Bonds Payable								
SBE/COBI Bonds Payable	2321			0.00				
District Bonds Payable	2322			0.00				
Special Act Bonds Payable	2323			0.00				
Motor Vehicle License Revenue Bonds Payable	2324			0.00				
Sales Surtax Bonds Payable	2326			0.00				
Total Bonds Payable	2320	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Liability for Compensated Absences	2330			0.00				
Lease-Purchase Agreements Payable								
Certificates of Participation (COPS) Payable	2341			0.00				
Qualified Zone Academy Bonds (QZAB) Payable	2342			0.00				
Qualified School Construction Bonds (QSCB) Payable	2343			0.00				
Build America Bonds (BAB) Payable	2344			0.00				
Other Lease-Purchase Agreements Payable	2349			0.00				
Total Lease-Purchase Agreements Payable	2340	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Estimated Liability for Long-Term Claims	2350			0.00				
Net Other Postemployment Benefits Obligation	2360			0.00				
Net Pension Liability	2365			0.00				
Estimated PECO Advance Payable	2370			0.00				
Other Long-Term Liabilities	2380			0.00				
Derivative Instrument	2390			0.00				
Total Long-term Liabilities		0.00	0.00	0.00	0.00	0.00	0.00	0.00

[1] Report carrying amount of total liability due within one year and due after one year on June 30, 2021, including discounts and premiums.

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
SCHEDULE OF CATEGORICAL PROGRAMS
REPORT OF EXPENDITURES AND AVAILABLE FUNDS
For the Fiscal Year Ended June 30, 2021

CATEGORICAL PROGRAMS (Revenue Number) [Footnote]	Grant Number	Unexpended June 30, 2020	Returned To FDOE	Revenues 2020-21	Expenditures 2020-21	Flexibility [1] 2020-21	Unexpended June 30, 2021
Class Size Reduction Operating Funds (3355)	94740						0.00
Excellent Teaching Program (3363)	90570						0.00
Florida Digital Classrooms (FEFP Earmark)	98250						0.00
Florida School Recognition Funds (3361)	92040						0.00
Instructional Materials (FEFP Earmark) [2]	90880						0.00
Library Media (FEFP Earmark) [2]	90881						0.00
Mental Health Assistance (FEFP Earmark)	90280						0.00
Preschool Projects (3372)	97950						0.00
Research-Based Reading Instruction (FEFP Earmark) [3]	90800						0.00
Safe Schools (FEFP Earmark) [4]	90803						0.00
Student Transportation (FEFP Earmark)	90830						0.00
Supplemental Academic Instruction (FEFP Earmark) [3]	91280						0.00
Teachers Classroom Supply Assistance (FEFP Earmark)	97580						0.00
Voluntary Prekindergarten - School Year Program (3371)	96440						0.00
Voluntary Prekindergarten - Summer Program (3371)	96441						0.00

- [1] Report the amount of funds transferred from each program to maintain board-specified academic classroom instruction and improve school safety.
- [2] Report the Library Media portion of the Instructional Materials allocation on the line "Library Media."
- [3] Expenditures for designated low-performing elementary schools should be included in expenditures.
- [4] Combine all programs funded from the improve Safe Schools allocation on one line, "Safe Schools."

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 SCHEDULE OF SELECTED SUBOBJECT EXPENDITURES

For the Fiscal Year Ended June 30, 2021

Exhibit K-14

FDOE Page 25

	Subobject	General Fund 100	Special Revenue Food Services 410	Special Revenue Other Federal Programs 420	Special Revenue - Federal Education Stabilization Fund 440	Total
UTILITIES AND ENERGY SERVICES EXPENDITURES:						
Public Utility Services Other than Energy - All Functions	380					0.00
Public Utility Services Other than Energy - <i>Functions 7900 & 8100</i>	380					0.00
Natural Gas - All Functions	411					0.00
Natural Gas - <i>Functions 7900 & 8100</i>	411					0.00
Bottled Gas - All Functions	421					0.00
Bottled Gas - <i>Functions 7900 & 8100</i>	421					0.00
Electricity - All Functions	430					0.00
Electricity - <i>Functions 7900 & 8100</i>	430					0.00
Heating Oil - All Functions	440					0.00
Heating Oil - <i>Functions 7900 & 8100</i>	440					0.00
Gasoline - All Functions	450					0.00
Gasoline - <i>Functions 7900 & 8100</i>	450					0.00
Diesel Fuel - All Functions	460					0.00
Diesel Fuel - <i>Functions 7900 & 8100</i>	460					0.00
Other Energy Services - All Functions	490					0.00
Other Energy Services - <i>Functions 7900 & 8100</i>	490					0.00
Subtotal - Functions 7900 & 8100		0.00	0.00	0.00	0.00	0.00
Total - All Functions		0.00	0.00	0.00	0.00	0.00
ENERGY EXPENDITURES FOR STUDENT TRANSPORTATION: (Function 7800 only)						
Compressed Natural Gas	412					0.00
Liquefied Petroleum Gas	422					0.00
Gasoline	450					0.00
Diesel Fuel	460					0.00
Oil and Grease	540					0.00
Total		0.00		0.00	0.00	0.00

	Subobject	General Fund 100	Special Revenue Other Federal Programs 420	Special Revenue - Federal Education Stabilization Fund 440	Capital Projects Funds 3XX	Total
EXPENDITURES FOR SCHOOL BUSES AND SCHOOL BUS REPLACEMENTS:						
Buses	651					0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 SCHEDULE OF SELECTED SUBOBJECT EXPENDITURES
 For the Fiscal Year Ended June 30, 2021

TECHNOLOGY-RELATED SUPPLIES AND PURCHASED SERVICES	Subobject	General Fund 100	Special Revenue Funds 410, 420 and 490	Special Revenue - Federal Education Stabilization Fund 440	Capital Projects Funds 3XX	Total
<i>Noncapitalized Expenditures:</i>						
Technology-Related Professional and Technical Services	319					0.00
Technology-Related Repairs and Maintenance	359					0.00
Technology-Related Rentals	369					0.00
Telephone and Other Data Communication Services	379					0.00
Other Technology-Related Purchased Services	399					0.00
Technology-Related Materials and Supplies	5X9					0.00
Technology-Related Library Books	619					0.00
Noncapitalized Computer Hardware	644					0.00
Technology-Related Noncapitalized Fixtures and Equipment	649					0.00
Noncapitalized Software	692					0.00
Miscellaneous Technology-Related	799					0.00
Total		0.00	0.00	0.00	0.00	0.00

TECHNOLOGY-RELATED EQUIPMENT, COMPUTER HARDWARE AND SOFTWARE*	Subobject	General Fund 100	Special Revenue Funds 410, 420 and 490	Special Revenue - Federal Education Stabilization Fund 440	Capital Projects Funds 3XX	Total
<i>Capitalized Expenditures:</i>						
Capitalized Computer Hardware and Technology-Related Infrastructure	643					0.00
Technology-Related Capitalized Fixtures and Equipment	648					0.00
Capitalized Software	691					0.00
Total		0.00	0.00	0.00	0.00	0.00

* Include (1) technology-related hardware: network equipment, servers, PCs, printers, and other peripherals and devices that exceed the district's capitalization threshold; and (2) technology software: purchased software used for educational or administrative purposes that exceed the district's capitalization threshold.

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 SCHEDULE OF SELECTED SUBOBJECT EXPENDITURES
 For the Fiscal Year Ended June 30, 2021

Exhibit K-14
 FDOE Page 27

	Subobject	General Fund 100	Special Revenue Food Services 410	Special Revenue Other Federal Programs 420	Special Revenue - Federal Education Stabilization Fund 440	Total
SUBAWARDS FOR INDIRECT COST RATE:						
<i>Professional and Technical Services:</i>						
Subawards Under Subagreements - First \$25,000	311					0.00
Subawards Under Subagreements - In Excess of \$25,000	312					0.00
<i>Other Purchased Services:</i>						
Subawards Under Subagreements - First \$25,000	391					0.00
Subawards Under Subagreements - In Excess of \$25,000	392					0.00

	Subobject	Special Revenue Food Services 410
FOOD SERVICE SUPPLIES SUBOBJECT		
Supplies	510	
Food	570	
Donated Foods	580	

	Subobject	General Fund 100	Special Revenue Other Federal Programs 420	Special Revenue - Federal Education Stabilization Fund 440	Total
TEACHER SALARIES					
Basic Programs 101, 102 and 103 (Function 5100)	120				0.00
Basic Programs 101, 102 and 103 (Function 5100)	140				0.00
Basic Programs 101, 102 and 103 (Function 5100)	750				0.00
Total Basic Program Salaries		0.00	0.00	0.00	0.00
Other Programs 130 (ESOL) (Function 5100)	120				0.00
Other Programs 130 (ESOL) (Function 5100)	140				0.00
Other Programs 130 (ESOL) (Function 5100)	750				0.00
Total Other Program Salaries		0.00	0.00	0.00	0.00
ESE Programs 111, 112, 113, 254 and 255 (Function 5200)	120				0.00
ESE Programs 111, 112, 113, 254 and 255 (Function 5200)	140				0.00
ESE Programs 111, 112, 113, 254 and 255 (Function 5200)	750				0.00
Total ESE Program Salaries		0.00	0.00	0.00	0.00
Career Program 300 (Function 5300)	120				0.00
Career Program 300 (Function 5300)	140				0.00
Career Program 300 (Function 5300)	750				0.00
Total Career Program Salaries		0.00	0.00	0.00	0.00
TOTAL		0.00	0.00	0.00	0.00

	Subobject	General Fund 100	Special Revenue Other Federal Programs 420	Special Revenue - Federal Education Stabilization Fund 440	Total
TEXTBOOKS (used for classroom instruction)					
Textbooks (Function 5000)	520				0.00

	Object	General Fund 100	Special Revenue Other Federal Programs 420	Special Revenue - Federal Education Stabilization Fund 440	Total
EXCEPTIONAL STUDENT EDUCATION (ESE) EXPENDITURES					
Total Program Costs - Programs 111, 112, 113, 254 and 255 (Functions 5000 through 8200, do not include function 7420)	100 through 700				0.00
Total Direct Costs - Programs 111, 112, 113, 254 and 255 (Function 5000)	100 through 700				0.00
Student Support Services - Programs 111, 112, 113, 254 and 255 (Function 6100)	100 through 700				0.00
Instruction Staff Support Services - Programs 111, 112, 113, 254 and 255 (Functions 6200 through 6500)	100 through 700				0.00
Student Transportation Support Services - Programs 111, 112, 113, 254 and 255 (Function 7800)	100 through 700				0.00

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 CATEGORICAL FLEXIBLE SPENDING AND OTHER DATA COLLECTION
 For the Fiscal Year Ended June 30, 2021

Exhibit K-14
 FDOE Page 28

CATEGORICAL FLEXIBLE SPENDING - GENERAL FUND EXPENDITURES	Account Number	Student Transportation	Research-Based Reading Instruction	Instructional Materials & Library Media	Supplemental Academic Instruction	Subtotals
<i>I. Instruction:</i>						
Basic	5100					0.00
Exceptional	5200					0.00
Career Education	5300					0.00
Adult General	5400					0.00
Prekindergarten	5500					0.00
Other Instruction	5900					0.00
Subtotal - Flexible Spending Instructional Expenditures	5000	0.00	0.00	0.00	0.00	0.00
<i>II. School Safety:</i>						
Total Flexible Spending Expenditures		0.00	0.00	0.00	0.00	0.00

CATEGORICAL FLEXIBLE SPENDING - GENERAL FUND EXPENDITURES - CONTINUED	Account Number	Class Size Reduction Operating	Florida Digital Classrooms	Federally-Connected Student Funds	Guaranteed Allocation	Totals
<i>I. Instruction:</i>						
Basic	5100					0.00
Exceptional	5200					0.00
Career Education	5300					0.00
Adult General	5400					0.00
Prekindergarten	5500					0.00
Other Instruction	5900					0.00
Subtotal - Flexible Spending Instructional Expenditures	5000	0.00	0.00	0.00	0.00	0.00
<i>II. School Safety:</i>						
Total Flexible Spending Expenditures		0.00	0.00	0.00	0.00	0.00

DISTRIBUTIONS TO CHARTER SCHOOLS (Charter school information is used in federal reporting)	Fund Number	Direct Payment (FEFP) (Subobject 393)	Direct Payment (Non-FEFP) (Subobjects 394 & 794)	Charter School Local Capital Improvement (Subobject 793)	Amount Withheld for Administration	Payments and Services on Behalf of Charter Schools	Total Amount
<i>Expenditures:</i>							
General Fund	100						0.00
Special Revenue Funds - Food Services	410						0.00
Special Revenue Funds - Other Federal Programs	420						0.00
Special Revenue Funds - Federal Education Stabilization Fund	440						0.00
Capital Projects Funds	3XX						0.00
Total Charter School Distributions		0.00	0.00	0.00	0.00	0.00	0.00

LIFELONG LEARNING (Lifelong Learning expenditures are used in federal reporting)	Account Number	Amount
<i>Expenditures:</i>		
General Fund	5900	
Special Revenue Funds - Other Federal Programs	5900	
Special Revenue Funds - Federal Education Stabilization Fund	5900	
Total	5900	0.00

MEDICAID EXPENDITURE REPORT (Medicaid expenditures are used in federal reporting)	Unexpended June 30, 2020	Earnings 2020-21	Expenditures 2020-21	Unexpended June 30, 2021
<i>Earnings, Expenditures and Carryforward Amounts:</i>				
<i>Expenditure Program or Activity:</i>				
Exceptional Student Education				
School Nurses and Health Care Services				
Occupational Therapy, Physical Therapy, and Other Therapy Services				
ESE Professional and Technical Services				
Gifted Student Education				
Staff Training and Curriculum Development				
Medicaid Administration and Billing Services				
Student Services				
Consultants				
Other				
Total Expenditures			0.00	

GENERAL FUND BALANCE SHEET INFORMATION (This information is used in state reporting)	Fund Number	Amount
<i>Balance Sheet Amount, June 30, 2021</i>		
Total Assets and Deferred Outflows of Resources	100	
Total Liabilities and Deferred Inflows of Resources	100	

DISTRICT SCHOOL BOARD OF GADSDEN COUNTY
 VOLUNTARY PREKINDERGARTEN (VPK) PROGRAM
 For the Fiscal Year Ended June 30, 2021

VOLUNTARY PREKINDERGARTEN PROGRAM [1] GENERAL FUND EXPENDITURES	Account Number	100	200	300	400	500	600	700	Totals
		Salaries	Employee Benefits	Purchased Services	Energy Services	Materials and Supplies	Capital Outlay	Other	
<i>Current:</i>									
Prekindergarten	5500								0.00
Student Support Services	6100								0.00
Instructional Media Services	6200								0.00
Instruction and Curriculum Development Services	6300								0.00
Instructional Staff Training Services	6400								0.00
Instruction-Related Technology	6500								0.00
Board	7100								0.00
General Administration	7200								0.00
School Administration	7300								0.00
Facilities Acquisition and Construction	7410								0.00
Fiscal Services	7500								0.00
Food Services	7600								0.00
Central Services	7700								0.00
Student Transportation Services	7800								0.00
Operation of Plant	7900								0.00
Maintenance of Plant	8100								0.00
Administrative Technology Services	8200								0.00
Community Services	9100								0.00
<i>Capital Outlay:</i>									
Facilities Acquisition and Construction	7420								0.00
Other Capital Outlay	9300								0.00
<i>Debt Service: (Function 9200)</i>									
Redemption of Principal	710								0.00
Interest	720								0.00
Total Expenditures		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

[1] Include expenditures for the summer program (section 1002.61, F.S.) and the school-year program (section 1002.63, F.S.).

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8a

DATE OF SCHOOL BOARD MEETING: November 16, 2021

TITLE OF AGENDA ITEM: Project Manager American Rescue Plan (ARP)

DIVISION: Human Resources

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

PURPOSE AND SUMMARY OF ITEM:

Job Description: Project Manager American Rescue Plan (ARP)

This job description will allow for an individual to manage and oversee grants.

FUND SOURCE: ARP Grant

AMOUNT: TBD

PREPARED BY: Dr. Sonya Jackson

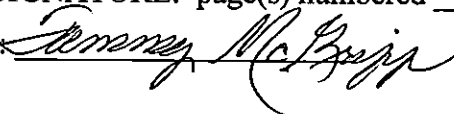
POSITION: Human Resource Director

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered

CHAIRMAN'S SIGNATURE: page(s) numbered

REVIEWED BY: 

SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

AMERICAN RESCUE PLAN (ARP) PROJECT MANAGER

QUALIFICATIONS:

- (1) Bachelor's Degree from an accredited educational institution.
- (2) Minimum of three (3) years experience in teaching, administration or related experience
- (3) Grant development and management experience preferred.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of effective proposal and application development. Knowledge of uniform guidance for federal projects. Ability to create timelines and budgets. Skills in developing curriculum objectives, activities and evaluation. Ability to work effectively with various educational personnel and to coordinate the work of others. Skills in written and oral communication, planning, and organization. Ability to collect, analyze and interpret data using web based reporting systems.

REPORTS TO:

Assistant Superintendent (Academic Services and/or Support Services)

Job Goal

To successfully oversee the implementation of projects funded through ESSER II or ESSER III.

SUPERVISES:

N/A

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employments shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Job Description Supplement No. 11

PROJECT MANAGER (Continued)

PERFORMANCE RESPONSIBILITIES:

Service Delivery

- * (1) Manage and implement all aspects of the American Rescue Plan projects (ESSER II/ESSER III).
- * (2) Prepare and monitor the program budget.
- * (3) Coordinate and plan grant activities.
- * (4) Assist in the preparation of long-range plans for American Rescue Plan projects.
- * (5) Communicate, through meetings and written material, information that will keep staff and members informed of grant policies, procedures, changes, and updates.

- * (6) Ensure that projects meet their program objectives.
- * (7) Assist in grant evaluation.

Interagency Communication and Delivery

- * (8) Provide reports in a timely manner to overseeing agencies.
- * (9) Meet with district staff, principals, and other school personnel to share information and address issues.
- * (10) Coordinate with community resources and service agencies as appropriate.
- * (11) Develop and disseminate program information.

Professional Growth and Improvement

- * (12) Develop and maintain a thorough knowledge of the American Rescue Plan program and any related policies, rules, or laws.
- * (13) Demonstrate support for District's goals and priorities.
- * (14) Attend all conference calls and meetings to enhance program knowledge for effective program implementation.
- * (15) Promote and support professional development for self and others.

Systemic Functions

- * (16) Prepare and submit all required reports in a timely manner.
- * (17) Keep immediate supervisor and other personnel informed about potential problems and unusual events.
- * (18) Assist the Superintendent and professional staff in planning the wise utilization of funds available/.
- * (19) Keep immediate supervisor and other appropriate persons informed about potential problems, etc.
- * (20) Maintain and organize appropriate records.
- * (21) Perform other duties as assigned.

Leadership and Strategic Orientation

- * (22) Model and maintain high standards of professional conduct.
- * (23) Contribute to department planning activities, including short- and long-term goals, budget, resources.
- * (24) Demonstrate initiative in recognizing need or potential for improvement and take appropriate action.

*Essential Performance Responsibilities

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8b

DATE OF SCHOOL BOARD MEETING: November 16, 2021

TITLE OF AGENDA ITEM:

Cooperative Agreement between Gadsden County School Board and Positive Behavior Supports Corporation

DIVISION:

Exceptional Student Education

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

PURPOSE AND SUMMARY OF ITEM:

This agreement provides Registered Behavior Technician (RBT) services and Board Certified Behavior Analyst (BCBA) services. These services will provide trained specialists who will develop, implement and monitor behavior interventions for students.

FUND SOURCE: IDEA

AMOUNT: Registered Behavior Technicians: \$30.00 per/hour (as needed)
Board Certified Behavior Analyst: \$75.00 per/hour (as needed)

PREPARED BY: Sharon B. Thomas *SBT*

POSITION: Director of Exceptional Student Education and Student Services

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

2 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered 4

CHAIRMAN'S SIGNATURE: page(s) numbered 4

SCHOOL BOARD ATTORNEY: page(s) numbered _____

This form is to be duplicated on light blue paper.

REVIEWED BY: *Jamesy McGehee*

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

Superintendent of Gadsden School District

Name: _____

Title: _____

Signature: _____

Date: _____

Chairman of Gadsden School District Board

Name: _____

Title: _____

Signature: _____

Date: _____



Contract for Services **Agreement**

THIS AGREEMENT dated this 2nd day of November, by and between Gadsden County School District and Positive Behavior Supports Corp. Herein referred to as the “Agency”.

WHEREAS, the agency is to provide Gadsden County School District behavior analysis services.

Witnesses

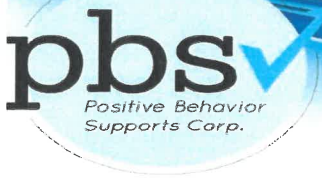
For and in consideration of the mutual covenants contained herein, the parties to this Agreement agree as follows:

1. The Agency shall:

- a. Provide registered behavior technician services and 5% BCBA oversight
- b. Present a monthly summary of service rendered
- c. Furnish copies of evaluation/reviews as needed
- d. Provide oversight/supervision of any staff as requested
- e. Comply with all Federal, State, and Local Statues prohibiting discrimination, abuse, and neglect.

f. Insurance: The Agency agrees to maintain adequate liability insurance coverage on a comprehensive basis to hold such liability insurance at all times during the term of the contract. The Agency accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for Gadsden County School District and the consumers to be served under this contract. Upon the execution of the contract, the Agency shall furnish Gadsden County School District written verification supporting both the determination and existence of such coverage. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida. At a minimum the following types of insurance will be maintained by the Agency during the term of this contract:

Type	Amount
Comprehensive General Liability (to include professional liability) with a minimum limit of	\$1,000,000/ occurrence \$2,000,000/ aggregate
Worker’s Compensation	Statutory limit, as required



2. Gadsden County School District shall:

- a. Follow and pay for agreed upon services in the compensation agreement listed in below contract
- b. Obtain client consent as needed
- c. Be responsible for encouraging/overseeing that staff utilize behavioral management procedures learned during training and follow ethical guidelines
- d. Provide work space for staff as needed
- f. Establish a referral partnership for those clients served that are in need of ABA services
- g. Settle any outstanding invoices within 30 days of receipt

The term of this agreement shall be from November 2nd, 2021 to June 30th, 2022

Either party with a thirty-day written notice can dissolve this Agreement at any time.

IN Witness Whereof, the parties, here to have her unto set their hand and seal the day and our hereinabove set forth.

Michael Nolan

Mike Nolan, President Positive Behavior Support Corp
7108 S Kanner Hwy Stuart, FL 34997

Gadsden County School District

11/2/2021

Date

Date



Cost Description

The following is a proposed summary of cost per service provided at an hourly rate. PBS provides an extensive list of services in addition to the standard daily supports within the school. These rates are derived based on what other state and private funding sources are currently reimbursing.

Type of Independent Contractor	Hourly Rate
Board Certified Behavior Analyst (BCBA or BCBA-D) 5% of hours of RBT	\$75.00
Registered Behavior Technician	\$30.00
Safety Care Training Full certification (minimum 5 people)	\$175pp
Safety Care Training re-certification (minimum 5 people)	\$100pp
Interventions must be designed and overseen by behavior analysts and therefore we are unable to provide behavior assistant services in isolation.	

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 8c

DATE OF SCHOOL BOARD MEETING: November 16, 2021

TITLE OF AGENDA ITEM:

Cooperative Agreement between Gadsden County School Board and Positive Behavior Supports Corporation

DIVISION:

Exceptional Student Education

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

PURPOSE AND SUMMARY OF ITEM:

This agreement will provide Safety Care Training and Safety Care Training recertification (as needed and monitored by the Exceptional Student Education Director).

FUND SOURCE: IDEA

AMOUNT: Safety Care Training (as needed) - \$175.00 per person
Safety Care Training recertification - \$100.00 per person

PREPARED BY: Sharon B. Thomas *SBT*

POSITION: Director of Exceptional Student Education and Student Services

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

2 Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT'S SIGNATURE: page(s) numbered 5

CHAIRMAN'S SIGNATURE: page(s) numbered 5

SCHOOL BOARD ATTORNEY: page(s) numbered _____

This form is to be duplicated on light blue paper.

REVIEWED BY: *Sammy McGehee*



Contract for Services Agreement

THIS AGREEMENT dated this 2nd day of November, by and between Gadsden County School District and Positive Behavior Supports Corp. Herein referred to as the "Agency".

WHEREAS, the agency is to provide Gadsden County School District Safety Care training.

Witnesses

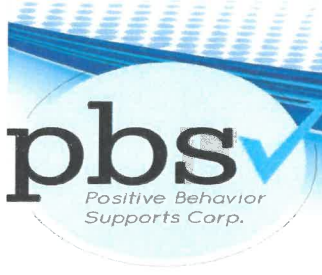
For and in consideration of the mutual covenants contained herein, the parties to this Agreement agree as follows:

1. The Agency shall:

- a. provide training as requested – must be requested at least 14 days ahead of time
- b. Present a monthly summary of service rendered
- c. Comply with all Federal, State, and Local Statues prohibiting discrimination, abuse, and neglect.

f. Insurance: The Agency agrees to maintain adequate liability insurance coverage on a comprehensive basis to hold such liability insurance at all times during the term of the contract. The Agency accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for Gadsden County School District and the consumers to be served under this contract. Upon the execution of the contract, the Agency shall furnish Gadsden County School District written verification supporting both the determination and existence of such coverage. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida. At a minimum the following types of insurance will be maintained by the Agency during the term of this contract:

Type	Amount
Comprehensive General Liability (to include professional liability) with a minimum limit of	\$1,000,000/ occurrence \$2,000,000/ aggregate
Worker's Compensation	Statutory limit, as required



2. Gadsden County School District shall:

- a. Follow and pay for agreed upon services in the compensation agreement listed in below contract
- b. Obtain client consent as needed
- c. Be responsible for encouraging/overseeing that staff utilize behavioral management procedures learned during training and follow ethical guidelines
- d. Provide any training space, equipment, and printed materials for training
- e. Settle any outstanding invoices within 30 days of receipt

The term of this agreement shall be from November 2nd , 2021 to June 30th, 2022

Either party with a thirty-day written notice can dissolve this Agreement at any time.

IN Witness Whereof, the parties, here to have her unto set their hand and seal the day and our hereinabove set forth.

A handwritten signature in black ink that reads 'Michael Nolan'.

Mike Nolan, President Positive Behavior Support Corp
7108 S Kanner Hwy Stuart, FL 34997

Gadsden County School District

11/2/2021
Date

Date



Cost Description

The following is a proposed summary of cost per service provided at an hourly rate. PBS provides an extensive list of services in addition to the standard daily supports within the school. These rates are derived based on what other state and private funding sources are currently reimbursing.

Type of Independent Contractor	Hourly Rate
Safety Care Training Full certification (minimum 5 people)	\$175pp
Safety Care Training re-certification (minimum 5 people)	\$100pp
Interventions must be designed and overseen by behavior analysts and therefore we are unable to provide behavior assistant services in isolation.	

Safety-Care Training

Safety-Care[®] Behavioral Safety Training program provides the skills and competencies necessary to effectively prevent, minimize, and manage behavioral challenges with dignity, safety, and the possibility of change. Safety-Care provides the tools you need to be safe when working with behaviorally challenging individuals. Using up-to-date and effective technologies from Applied Behavior Analysis (ABA) and Positive Behavior Interventions & Supports (PBIS), the Safety-Care program will provide your staff with strategies for preventing and managing behavioral challenges teaching replacement behaviors. These strategies are appropriate for individuals experiencing developmental, neurologic, psychiatric, and other impairments. Safety-Care promotes a positive reinforcement-based approach and develops new skills, resulting in fewer restraints.

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

Superintendent of Gadsden School District

Name: _____

Title: _____

Signature: _____

Date: _____

Chairman of Gadsden School District Board

Name: _____

Title: _____

Signature: _____

Date: _____

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 10a

DATE OF SCHOOL BOARD MEETING: November 16, 2021

TITLE OF AGENDA ITEM: Request to Approve the Annual Certification of Facilities Data and the 2021-2022 Five Year Work Plan

DIVISION: Facilities

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

PURPOSE AND SUMMARY OF ITEM:

On an annual basis prior to April 1, the Office of Educational Facilities-Florida Department of Education requires that each district certify that the Florida Inventory of School Houses (FISH) is current and accurate. The Gadsden County data in FISH is current and accurate. This is a request for approval of the Superintendent and Board Chair to sign the certification. Additionally, The District is required to submit annually to the Florida Department of Education an accurate, complete and balanced capital outlay plan that is financially feasible. The first year (2021-2022) of the work plan is the District’s capital outlay budget and the Wok Plan continues through 2025-2026. This Board request is to adopt the attached Work Plan as signed by the Superintendent, Chief Financial Officer and District Point of Contact.

FUND SOURCE: varies

AMOUNT: varies

PREPARED BY: Bill Hunter

POSITION: Director of Facilities

INTERNAL INSTRUCTIONS TO BE COMPLETED BY PREPARER

Two Number of ORIGINAL SIGNATURES NEEDED by preparer.

SUPERINTENDENT’S SIGNATURE: page(s) numbered 2 and 3

CHAIRMAN’S SIGNATURE: page(s) numbered 2 and 3

REVIEWED BY: 



OFFICE OF EDUCATIONAL FACILITIES
FLORIDA INVENTORY OF SCHOOL HOUSES
CERTIFICATION OF FACILITIES DATA

WHEREAS, Section 1013.03(3), F.S., states in part that the Department of Education must, "Require boards to submit other educational plant inventories data"

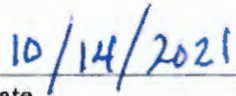
WHEREAS, Section 101331(1)(e), F.S., states in part, "...School districts shall periodically update their inventory of educational facilities"

WHEREAS, State Requirements for Educational Facilities, Section 6.1(5)(c) requires that, "Prior to April 1 of each year, each district shall review the Florida Inventory of School Houses and shall certify to the Office that the inventory is current and accurate."

THEREFORE, on behalf of the School Board of _____ County, the authorized representatives whose signatures appear below hereby certify that, to the best of their knowledge, the educational facilities inventory data for the district contained in the Florida Inventory of School Houses is current and accurate pursuant to applicable statutes and rules.



Director of Facilities Planning



Date

Superintendent

Date

Board Chair

Date

Return signed form to:
Office of Educational Facilities
Florida Department of Education
325 West Gaines Street, Room 1014
Tallahassee, Florida 32399-0400

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 district's 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.

	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	Five Year Total
Total Revenues	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Costs	\$0	\$0	\$0	\$0	\$0	\$0
Difference (Remaining Funds)	\$0	\$0	\$0	\$0	\$0	\$0

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	2021 - 2022 Actual Budget	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Total
HVAC	\$273,930	\$300,000	\$300,000	\$300,000	\$300,000	\$1,473,930
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Flooring	\$60,000	\$70,000	\$70,000	\$70,000	\$70,000	\$340,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Roofing	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Safety to Life	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Fencing	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$35,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Parking	\$11,000	\$150,000	\$250,000	\$250,000	\$50,000	\$711,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Electrical	\$12,000	\$25,000	\$25,000	\$25,000	\$25,000	\$112,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Fire Alarm	\$15,000	\$15,000	\$10,000	\$10,000	\$10,000	\$60,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Telephone/Intercom System	\$1,000	\$10,000	\$10,000	\$10,000	\$10,000	\$41,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					

Closed Circuit Television	\$0	\$0	\$0	\$0	\$0	\$0
Locations:	No Locations for this expenditure.					
Paint	\$5,000	\$5,000	\$20,000	\$20,000	\$20,000	\$70,000
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Maintenance/Repair	\$1,151,000	\$1,292,656	\$1,296,728	\$1,407,988	\$1,723,897	\$6,872,269
Locations:	CARTER-PARRAMORE ALTERNATIVE SCHOOL, CHATTAHOOCHEE ELEMENTARY, GADSDEN COUNTY HIGH SCHOOL, GADSDEN ELEMENTARY MAGNET SCHOOL, GADSDEN TECHNICAL INSTITUTE, GEORGE W MUNROE ELEMENTARY, GREENSBORO ELEMENTARY SCHOOL (NEW), HAVANA PK-08 SCHOOL, JAMES A SHANKS MIDDLE SCHOOL, M D WALKER ADMINISTRATIVE CENTER, STEWART STREET ELEMENTARY, TRANSPORTATION CENTER, WEST GADSDEN MIDDLE SCHOOL					
Sub Total:	\$1,638,930	\$1,977,656	\$2,086,728	\$2,197,988	\$2,313,897	\$10,215,199

PECO Maintenance Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
1.50 Mill Sub Total:	\$1,638,930	\$1,977,656	\$2,086,728	\$2,197,988	\$2,313,897	\$10,215,199

No items have been specified.

Total:	\$1,638,930	\$1,977,656	\$2,086,728	\$2,197,988	\$2,313,897	\$10,215,199
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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	2021 - 2022 Actual Budget	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Total
Remaining Maint and Repair from 1.5 Mills	\$1,638,930	\$1,977,656	\$2,086,728	\$2,197,988	\$2,313,897	\$10,215,199
Maintenance/Repair Salaries	\$617,000	\$720,530	\$720,530	\$720,530	\$720,530	\$3,499,120
School Bus Purchases	\$473,000	\$125,000	\$125,000	\$125,000	\$125,000	\$973,000
Other Vehicle Purchases	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
Capital Outlay Equipment	\$0	\$0	\$0	\$0	\$0	\$0
Rent/Lease Payments	\$0	\$0	\$0	\$0	\$0	\$0
COP Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
Rent/Lease Relocatables	\$0	\$0	\$0	\$0	\$0	\$0
Environmental Problems	\$0	\$0	\$0	\$0	\$0	\$0
s.1011.14 Debt Service	\$203,000	\$203,000	\$203,000	\$203,000	\$203,000	\$1,015,000
Special Facilities Construction Account	\$0	\$0	\$0	\$0	\$0	\$0
Premiums for Property Casualty Insurance - 1011.71 (4a,b)	\$697,786	\$700,000	\$700,000	\$700,000	\$700,000	\$3,497,786
Qualified School Construction Bonds (QSCB)	\$0	\$0	\$0	\$0	\$0	\$0

Qualified Zone Academy Bonds (QZAB)	\$0	\$0	\$0	\$0	\$0	\$0
Skyward	\$146,235	\$146,235	\$146,235	\$146,235	\$146,235	\$731,175
Local Expenditure Totals:	\$3,810,951	\$3,907,421	\$4,016,493	\$4,127,753	\$4,243,662	\$20,106,280

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	2021 - 2022 Actual Value	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Total
(1) Non-exempt property assessed valuation		\$1,888,462,454	\$1,955,455,893	\$2,031,199,922	\$2,108,464,230	\$2,188,956,160	\$10,172,538,659
(2) The Millage 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		\$3,172,617	\$3,285,166	\$3,412,416	\$3,542,220	\$3,677,446	\$17,089,865
(4) Value of the portion of the 1.50-Mill ACTUALLY levied	370	\$2,719,386	\$2,815,856	\$2,924,928	\$3,036,188	\$3,152,097	\$14,648,455
(5) Difference of lines (3) and (4)		\$453,231	\$469,310	\$487,488	\$506,032	\$525,349	\$2,441,410

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	2021 - 2022 Actual Budget	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Total
PECO New Construction	340	\$0	\$0	\$0	\$0	\$0	\$0
PECO Maintenance Expenditures		\$0	\$0	\$0	\$0	\$0	\$0
		\$0	\$0	\$0	\$0	\$0	\$0

CO & DS Revenue Source

Revenue from Capital Outlay and Debt Service funds.

Item	Fund	2021 - 2022 Actual Budget	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Total
CO & DS Cash Flow-through Distributed	360	\$287,049	\$287,049	\$287,049	\$287,049	\$287,049	\$1,435,245
CO & DS Interest on Undistributed CO	360	\$4,516	\$4,516	\$4,516	\$4,516	\$4,516	\$22,580
		\$291,565	\$291,565	\$291,565	\$291,565	\$291,565	\$1,457,825

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 2020 - 2021? No

Additional Revenue Source

Any additional revenue sources

Item	2021 - 2022 Actual Value	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 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	\$0	\$0	\$0	\$0	\$0	\$0
General Capital Outlay Obligated Fund Balance Carried Forward From Total Fund Balance Carried Forward	\$0	\$0	\$0	\$0	\$0	\$0
Special Facilities Construction Account	\$0	\$0	\$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
General Fund	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,000,000
Subtotal	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,000,000

Total Revenue Summary

Item Name	2021 - 2022 Budget	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Five Year Total
Local 1.5 Mill Discretionary Capital Outlay Revenue	\$2,719,386	\$2,815,856	\$2,924,928	\$3,036,188	\$3,152,097	\$14,648,455
PECO and 1.5 Mill Maint and Other 1.5 Mill Expenditures	(\$3,810,951)	(\$3,907,421)	(\$4,016,493)	(\$4,127,753)	(\$4,243,662)	(\$20,106,280)
PECO Maintenance Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Available 1.50 Mill for New Construction	(\$1,091,565)	(\$1,091,565)	(\$1,091,565)	(\$1,091,565)	(\$1,091,565)	(\$5,457,825)

Item Name	2021 - 2022 Budget	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Five Year Total
CO & DS Revenue	\$291,565	\$291,565	\$291,565	\$291,565	\$291,565	\$1,457,825
PECO New Construction Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Other/Additional Revenue	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$4,000,000
Total Additional Revenue	\$1,091,565	\$1,091,565	\$1,091,565	\$1,091,565	\$1,091,565	\$5,457,825
Total Available Revenue	\$0	\$0	\$0	\$0	\$0	\$0

Project Schedules

Capacity Project Schedules

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

Nothing reported for this section.

Nothing reported for this section.

Other Project Schedules

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

Project Description	Location	2021 - 2022 Actual Budget	2022 - 2023 Projected	2023 - 2024 Projected	2024 - 2025 Projected	2025 - 2026 Projected	Total	Funded
Project description not specified	Location not specified	\$0	\$0	\$0	\$0	\$0	\$0	No
Replace Chiller #1	WEST GADSDEN MIDDLE SCHOOL	\$0	\$0	\$200,000	\$0	\$0	\$200,000	No
Replace Chiller #2	WEST GADSDEN MIDDLE SCHOOL	\$0	\$0	\$0	\$220,000	\$0	\$220,000	No
Re-surface parking lot	GADSDEN TECHNICAL INSTITUTE	\$0	\$382,650	\$0	\$0	\$0	\$382,650	No
Remodel interior space	M D WALKER ADMINISTRATIVE CENTER	\$0	\$0	\$0	\$0	\$3,761,200	\$3,761,200	No
		\$0	\$382,650	\$200,000	\$220,000	\$3,761,200	\$4,563,850	

Additional Project Schedules

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

Nothing reported for this section.

Non Funded Growth Management Project Schedules

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

Nothing reported for this section.

Tracking

Capacity Tracking

Location	2021 - 2022 Satis. Stu. Sta.	Actual 2021 - 2022 FISH Capacity	Actual 2020 - 2021 COFTE	# Class Rooms	Actual Average 2021 - 2022 Class Size	Actual 2021 - 2022 Utilization	New Stu. Capacity	New Rooms to be Added/Removed	Projected 2025 - 2026 COFTE	Projected 2025 - 2026 Utilization	Projected 2025 - 2026 Class Size
GEORGE W MUNROE ELEMENTARY	681	681	377	37	10	55.00 %	-681	-37	0	0.00 %	0
GREENSBORO ELEMENTARY SCHOOL (NEW)	371	371	234	19	12	63.00 %	-76	0	191	65.00 %	10
GADSDEN ELEMENTARY MAGNET SCHOOL	270	243	143	15	10	59.00 %	-270	-15	0	0.00 %	0
WEST GADSDEN MIDDLE SCHOOL	757	681	337	32	11	49.00 %	0	0	240	35.00 %	8
CARTER-PARRAMORE ALTERNATIVE SCHOOL	958	958	123	43	3	13.00 %	-511	-55	100	22.00 %	-8
HAVANA PK-08 SCHOOL	881	792	573	42	14	72.00 %	0	0	434	55.00 %	10
GADSDEN COUNTY HIGH SCHOOL	1,555	1,477	957	65	15	65.00 %	0	0	917	62.00 %	14
GADSDEN TECHNICAL INSTITUTE	252	252	7	15	0	3.00 %	0	0	14	6.00 %	1
CHATTAHOOCHEE ELEMENTARY	409	409	100	21	5	24.00 %	0	0	100	24.00 %	5
GRETNA ELEMENTARY	0	0	0	0	0	0.00 %	0	0	0	0.00 %	0
STEWART STREET ELEMENTARY	665	665	469	35	13	71.00 %	-665	-35	0	0.00 %	0
JAMES A SHANKS MIDDLE SCHOOL	1,083	974	656	47	14	67.00 %	359	0	1,442	108.00 %	31
	7,882	7,503	3,975	371	11	52.98 %	-1,844	-142	3,438	60.75 %	15

The COFTE Projected Total (3,438) for 2025 - 2026 must match the Official Forecasted COFTE Total (3,439) for 2025 - 2026 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 2025 - 2026	
Elementary (PK-3)	1,299
Middle (4-8)	1,222
High (9-12)	917
	3,439

Grade Level Type	Balanced Projected COFTE for 2025 - 2026
Elementary (PK-3)	0
Middle (4-8)	0

High (9-12)	0
	3,438

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	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	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 2025 - 2026
Crossroad Academy Charter School of Business	24	SCHOOL BOARD	1998	444	524	15	500
	24			444	524		500

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
GADSDEN ELEMENTARY MAGNET SCHOOL	Educational	9	6	0	0	0	15
Total Educational Classrooms:		9	6	0	0	0	15

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).

Future land use of the 749 Stewart Street property will require major stormwater upgrades and a new entry road being developed coming off of MLK street located between the GTI campus and Stewart Street running south. Turn lanes and stop lights will be added along with Water, Sewer, Gas and Electric infrastructure.

Expansion of the Gadsden Technical College is expected. Relocating the main campus entryway to the west side of campus bringing it off the new road mentioned above. One additional building will tie into new infrastructure.

Re-distribution of main electrical feed for GTI and Warehouse sites is required in near future.

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 2020 - 2021 fiscal year.					List the net new classrooms to be added in the 2021 - 2022 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 2021 - 2022 should match totals in Section 15A.			
Location	2020 - 2021 # Permanent	2020 - 2021 # Modular	2020 - 2021 # Relocatable	2020 - 2021 Total	2021 - 2022 # Permanent	2021 - 2022 # Modular	2021 - 2022 # Relocatable	2021 - 2022 Total
Elementary (PK-3)	0	0	5	5	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	5	5	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	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025	2025 - 2026	5 Year Average
STEWART STREET ELEMENTARY	0	0	0	0	0	0
JAMES A SHANKS MIDDLE SCHOOL	0	0	0	0	0	0
CARTER-PARRAMORE ALTERNATIVE SCHOOL	0	0	0	0	0	0
HAVANA PK-08 SCHOOL	0	0	0	0	0	0
GADSDEN ELEMENTARY MAGNET SCHOOL	0	0	0	0	0	0
CHATTAHOOCHEE ELEMENTARY	0	0	0	0	0	0
GRETNA ELEMENTARY	0	0	0	0	0	0
GADSDEN TECHNICAL INSTITUTE	19	0	0	0	0	4
WEST GADSDEN MIDDLE SCHOOL	0	0	0	0	0	0
GADSDEN COUNTY HIGH SCHOOL	0	0	0	0	0	0
GEORGE W MUNROE ELEMENTARY	0	0	0	0	0	0
GREENSBORO ELEMENTARY SCHOOL (NEW)	0	0	0	0	0	0
Totals for GADSDEN COUNTY SCHOOL DISTRICT						

Total students in relocatables by year.	19	0	0	0	0	4
Total number of COFTE students projected by year.	3,893	3,778	3,676	3,552	3,439	3,668
Percent in relocatables by year.	0 %	0 %	0 %	0 %	0 %	0 %

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 2021 - 2022	FISH Student Stations	Owner	# of Leased Classrooms 2025 - 2026	FISH Student Stations
GEORGE W MUNROE ELEMENTARY	0	0		0	0
GADSDEN ELEMENTARY MAGNET SCHOOL	0	0		0	0
WEST GADSDEN MIDDLE SCHOOL	0	0		0	0
CARTER-PARRAMORE ALTERNATIVE SCHOOL	0	0		0	0
HAVANA PK-08 SCHOOL	0	0		0	0
GADSDEN COUNTY HIGH SCHOOL	0	0		0	0
GADSDEN TECHNICAL INSTITUTE	0	0		0	0
GRETNA ELEMENTARY	0	0		0	0
STEWART STREET ELEMENTARY	0	0		0	0
JAMES A SHANKS MIDDLE SCHOOL	0	0		0	0
CHATTAHOOCHEE ELEMENTARY	0	0		0	0
GREENSBORO ELEMENTARY SCHOOL (NEW)	0	0		0	0
	0	0		0	0

Failed Standard Relocatable Tracking

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

Nothing reported for this section.

Planning

Class Size Reduction Planning

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

The School Board of Gadsden County anticipates constructing a new PreK-8 school which will be designed to accommodate appropriate number of student stations consolidating at minimum 4 schools eliminating surplus stations.

School Closure Planning

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

The Gadsden County School Board has sold and the Gretna Elementary Schools. The School Board has reevaluating its new school site and determined the Shanks site to be the best location. The old school will be razed and the new one built there. The School Board will keep the old Stewart St site for a storage facility and remodel for ancillary administration offices. The School Board will raze the Gadsden Elementary Magnet site. The George Monroe school will be repurposed to the Head Start classes and offices with the majority of buildings being razed.

Long Range Planning

Ten-Year Maintenance

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

Project	2025 - 2026 / 2030 - 2031 Projected Cost
Renovation of bldgs. 1 - 8, 11 & 12, Remodel bldgs. 9 & 10. New ABS	\$15,373,500
Renovate and Remodel bldgs. 8 - 14.	\$6,909,300
Add new administration/cafeteria/library	\$5,400,000
	\$27,682,800

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 2020 - 2021 FISH Capacity	Actual 2020 - 2021 COFTE	Actual 2020 - 2021 Utilization	Actual 2021 - 2022 / 2030 - 2031 new Student Capacity to be added/removed	Projected 2030 - 2031 COFTE	Projected 2030 - 2031 Utilization
Elementary - District Totals	2,126	2,126	1,179.94	55.50 %	0	1,180	55.50 %
Middle - District Totals	2,991	2,690	1,708.95	63.53 %	0	1,709	63.53 %
High - District Totals	1,555	1,477	956.70	64.79 %	0	957	64.79 %
Other - ESE, etc	1,215	1,210	129.83	10.74 %	0	130	10.74 %
	7,887	7,503	3,975.42	52.98 %	0	3,976	52.99 %

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).

Future land use of the 749 Stewart Street property will require major stormwater upgrades and a new entry road being developed coming off of MLK street located between the GTI campus and Stewart Street running south. Turn lanes and stop lights will be added along with Water, Sewer, Gas and Electric infrastructure.

Expansion of the Gadsden Technical College is expected. Relocating the main campus entryway to the west side of campus bringing it off the new road mentioned above. One additional building will tie into new infrastructure.

Re-distribution of main electrical feed for GTI and Warehouse sites is required in near future.

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 2020 - 2021 FISH Capacity	Actual 2020 - 2021 COFTE	Actual 2020 - 2021 Utilization	Actual 2021 - 2022 / 2040 - 2041 new Student Capacity to be added/removed	Projected 2040 - 2041 COFTE	Projected 2040 - 2041 Utilization
Elementary - District Totals	2,126	2,126	1,179.94	55.50 %	-263	1,677	90.02 %
Middle - District Totals	2,991	2,690	1,708.95	63.53 %	-2,100	535	90.68 %
High - District Totals	1,555	1,477	956.70	64.79 %	-486	892	90.01 %
Other - ESE, etc	1,215	1,210	129.83	10.74 %	-916	265	90.14 %
	7,887	7,503	3,975.42	52.98 %	-3,765	3,369	90.13 %

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).

Long range plans for moving the High School within Quincy City limits

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: November 16, 2021

TITLE OF AGENDA ITEM: Adjunct Instructor Job Description

DIVISION: Human Resources

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


PURPOSE AND SUMMARY OF ITEM:

Job Description: Adjunct Instructor

This job description will allow for an individual to instruct as an Adjunct Instructor

FUND SOURCE: General Funds

AMOUNT: TBD

PREPARED BY: Dr. Sonya L. Jackson 

POSITION: Director of Human Resources

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:  11/15/21

SCHOOL DISTRICT OF GADSDEN COUNTY

JOB DESCRIPTION

ADJUNCT INSTRUCTOR

QUALIFICATIONS

- (1) Bachelor's Degree from an accredited college or university
- (2) Evidence of passing the Florida Department of Education Subject Area Exam in Expertise Area

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of child development and especially of characteristics of children in the age group assigned. Possess knowledge of subject area taught and current innovative trends in that area. Knowledge of current educational research. Basic understanding and knowledge of use of current technology. Skill in oral and written communication with students, parents, and others. Ability to plan and implement activities for maximum effectiveness. Ability to effectively assess levels of student achievement, analyze test results, and prescribe actions for improvement. Ability to maintain appropriate student supervision so that students have a safe and orderly environment in which to learn. Ability to work effectively with peers, administrators and others.

REPORTS TO:

Principal

JOB GOAL

To provide an educational atmosphere in which students will move toward the fulfillment of their potential for intellectual, emotional, physical, and psychological growth and maturation in accordance with District philosophy, goals, and objectives.

SUPERVISES:

N/A

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's compensation plan.

PROVISIONAL INSTRUCTOR (Continued)

Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

PERFORMANCE RESPONSIBILITIES:

Planning / Preparation

- * (1) Create or select long-range plans based on a review of District and State curriculum priorities, student profiles, and instructional profiles.

- * (2) Define goals and objectives for unit and daily plans.
- * (3) Sequence content and activities appropriately.
- * (4) Identify specific intended learning outcomes that are challenging, meaningful, and measurable.
- * (5) Revise plans based on student needs.
- * (6) Plan and prepare a variety of learning activities considering individual student's culture, learning styles, special needs, and socio-economic background.
- * (7) Develop or select instructional activities which foster active involvement of students in the learning process.
- * (8) Plan and prepare lessons and instructional strategies which support the school improvement plan and the District mission.
- * (9) Select, develop, modify, and / or adapt materials and resources which support learning objectives and address students' varying learning styles, backgrounds, and special needs.

Administrative / Management

- *(10) Establish and maintain effective and efficient record keeping procedures.
- *(11) Manage time effectively.
- *(12) Develop routines and efficient techniques for minimizing time required for administrative and organizational activities.
- *(13) Manage materials and equipment effectively.
- *(14) Organize materials for efficient distribution and collection.
- *(15) Instruct and supervise the work of volunteers and aides when assigned.
- *(16) Assist in enforcement of school rules, administrative regulations, and School Board policies.
- *(17) Use technology resources effectively.
- *(18) Establish and maintain a positive, organized, and safe learning environment.
- *(19) Maintain a clean, attractive learning environment.
- *(20) Establish and use behavior management techniques which are appropriate and effective.
- *(21) Establish routines and procedures and work with students on consistently following them.
- *(22) Create a learning climate that is challenging yet non-threatening.
- *(23) Maintain instructional momentum with smooth and efficient transitions from one activity to another.

Assessment / Evaluation

- *(24) Develop and use assessment strategies (traditional and alternative) to assist the continuous development of learners.
- *(25) Interpret and use data (including but not limited to standardized and other test results) for diagnosis, instructional planning, and program evaluation.
- *(26) Use ongoing assessment to monitor student progress, verify that learning is occurring, and adjust curriculum and instruction.
- *(27) Provide feedback to students about the appropriateness of responses and quality of work with a focus on improving student performance.
- *(28) Communicate, in understandable terms, individual student progress knowledgeably and responsibly to the student, parents, and professional colleagues who need access to the information.
- *(29) Encourage self-assessment by students and assist them in developing plans for improving their performance.
- *(30) Administer standardized tests in accordance with directions provided, including proctoring and secure handling of materials.
- *(31) Evaluate the effectiveness of instructional units and teaching strategies.

Intervention / Direct Services

- *(32) Demonstrate knowledge and understanding of curriculum content.
- *(33) Communicate high expectations for learning for all students.
- *(34) Apply principles of learning and effective teaching in instructional delivery.
- *(35) Monitor learning activities, providing feedback and reinforcement to students.

- * (36) Use a variety of instructional strategies appropriate for teaching students from diverse backgrounds with different learning styles and special needs.
- * (37) Use appropriate techniques and strategies to enhance the application of critical, creative, and evaluative thinking capabilities of students.
- * (38) Use appropriate materials, technology, and resources to help meet learning needs of all students.
- * (39) Assist students in accessing, interpreting, and evaluating information from multiple sources.
- * (40) Provide appropriate instruction and modifications for students with special needs, including exceptional education students and students who have limited proficiency in English.
- * (41) Provide quality work for students which is focused on meaningful, relevant, and engaging learning experiences.
- * (42) Provide instruction on safety procedures and proper handling of materials and equipment.
- * (43) Foster student responsibility, appropriate social behavior, integrity, valuing of cultural diversity, and respect for self and others, by role modeling and learning activities.
- * (44) Recognize overt indicators of student distress or abuse and take appropriate intervention, referral, or reporting actions.

Collaboration

- * (45) Communicate effectively, orally and in writing, with other professionals, students, parents, and community.
- * (46) Collaborate with students, parents, school staff, and other appropriate persons to assist in meeting student needs.
- * (47) Provide accurate and timely information to parents and students about academic and behavioral performance of students.
- * (48) Work with other teachers in curriculum development, special activities, and sharing ideas and resources.

Staff Development

- * (49) Engage in continuing improvement of professional knowledge and skills.
- * (50) Assist others in acquiring knowledge and understanding of particular area of responsibility.
- * (51) Keep abreast of developments in instructional methodology, learning theory, curriculum trends, and content.
- * (52) Establish and implement an Individual Professional Development Plan.

Professional Responsibilities

- * (53) Model professional and ethical conduct and adhere at all times to the Code of Ethics and Principles of Professional Conduct.
- * (54) Perform all professional responsibilities.
- * (55) Prepare required reports and maintain all appropriate records.
- * (56) Maintain confidentiality of student and other professional information.
- * (57) Comply with policies, procedures, and programs.
- * (58) Exercise appropriate professional judgment.
- * (59) Support school improvement initiatives by active participation in school activities, services, and programs.
- (60) Perform other duties as assigned.

Student Growth / Achievement

- * (61) Provide a positive environment in which students are encouraged to be actively engaged in the learning process.
- * (62) Maintain academic focus by using a variety of motivational techniques.

***Essential Performance Responsibilities**

SUMMARY SHEET

RECOMMENDATION TO SUPERINTENDENT FOR SCHOOL BOARD AGENDA

AGENDA ITEM NO. 12a

DATE OF SCHOOL BOARD MEETING: November 16, 2021

TITLE OF AGENDA ITEM: Approve/Amend Policies

DIVISION:

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

PURPOSE AND SUMMARY OF ITEM:

This is to request approve/amend Policies:

- 2.27
- 2.30
- 6.29
- 6.531
- 6.90
- 7.22
- 8.10
- 8.16
- 9.30

FUND SOURCE: N/A

AMOUNT: N/A

PREPARED BY: Dr. Sylvia R. Jackson

POSITION: Assistant Superintendent for Support 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:

GADSDEN COUNTY SCHOOL BOARD

REGULAR MEETING: November 16, 2021

Suggested script for adopting and/or amending Gadsden County School Board Policies.

<p>CHAIRMAN</p>	<p>The next agenda item is Item Number ____ which includes consideration of, and action upon adopting and/or amending School Board Policies. Based upon professional judgment and past experience, modifications of these policies will have little to no economic impact. For this reason no action is being taken on an economic impact statement. THIS PUBLIC HEARING IS INCLUDED IN THE REGULAR MEETING OF THE SCHOOL BOARD OF GADSDEN COUNTY, FLORIDA, held on November 16, 2021, in the regular School Board Meeting Room in the Max D. Walker Administration Building at Number 35 Martin Luther King Jr. Blvd., Quincy, Florida. The hearing is for the purpose of receiving input and comments from the public on adopting and/or amending policies. This hearing is being electronically recorded. The hour is now ____ p.m. At an appropriate time, the Chair will invite from the audience questions, comments, evidence, arguments, oral statements or other information regarding the proposed action. At that time, each individual wishing to address the Board will please first rise, be recognized by the Chair, and state her or his name.</p>
<p>SUPERINTENDENT</p>	<p>Mr. Chairman, each member of the Board has been furnished a copy of the proposed policies previously described by you. I recommend that the Board adopt and/or amend School Board Policies.</p>
<p>CHAIRMAN</p>	<p>If there is anyone who wishes to ask questions, make comments, present evidence or oral arguments or present other information regarding the proposed action, you may do so at this time. (QUESTIONS, COMMENTS, ETC., IF ANY.)</p>

MEMBER	Mr. Chairman, I move to adopt and/or amend School Board Policies.
MEMBER	I second the motion.
CHAIRMAN	There is a motion and a second to adopt and/or amend School Board Policies. Is there any further discussion? All in favor of the motion please say aye- All opposed... The policies have been adopted/amended and it is so ordered. The next item on the agenda is Item Number ____.

+
THE HAVANA HERALD
PUBLISHED WEEKLY
HAVANA, GADSDEN COUNTY, FLORIDA
STATE OF FLORIDA
COUNTY OF GADSDEN

Before the undersigned authority personally appeared a representative of **FLORIDA NEWSPAPERS, INC.** who on oath does say they are the publisher of The Havana Herald, a newspaper published at Havana, in Gadsden, Florida, that the attached copy of the advertisement, being a legal in the matter of

Notice of Intent to Amend/Adopt Policies

The above public notices were published in The Gadsden County Times newspaper issues on the following dates..

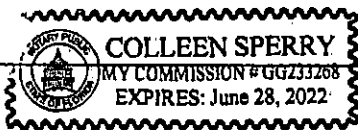
October 7, 2021

Affiant further says that the said The Havana Herald a newspaper published in Havana, in said Gadsden County, Florida, and the said newspaper has heretofore been continuously published in said Gadsden County, Florida, each Thursday and has been entered as class mail matter at the post office in Havana, Gadsden County, Florida for a period of one year preceding the first publication of the attached advertisement; and affiant further says he has paid nor promised any person, firm or corporation discount, in securing this advertisement for publication in the said newspaper.

[Signature]

MARK PETTUS, who is personally known to me Sworn to and subscribed before me this 11 Day of October, A.D. 2021.

Seal



Notary Public

Colleen Sperry

THE SCHOOL BOARD OF GADSDEN COUNTY, FLORIDA
NOTICE OF INTENT TO AMEND/ADOPT POLICIES
DATE OF THIS NOTICE: September 28, 2021

The School Board of Gadsden County, Florida hereby gives notice of its intent to amend/adopt Gadsden County School Board Policies.

PURPOSE AND EFFECT: The purpose and effect of this policy amendment is to establish rules that govern processes while conducting business on behalf of the Board.

RULEMAKING AUTHORITY: Subsection 1001.41(2), Florida Statutes

LAWS IMPLEMENTED: 1000.21, 1001.41, 1001.42, 1001.43, 1001.51, 1002.20, 1002.31, 1002.38, F.S.

SUMMARY OF THE ESTIMATED ECONOMIC IMPACT: NONE FACTS AND CIRCUMSTANCES

JUSTIFYING RULE: It is necessary to amend/adopt School Board Policies for the effective operation of the Gadsden County School District consistent with requirements of Florida Statutes and Federal Regulations.

A PUBLIC HEARING WILL BE HELD DURING THE BOARD MEETING SCHEDULED FOR 6:00 P.M.

ON: Tuesday, November 16, 2021

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: Dr. Sylvia R. Jackson
 Assistant Superintendent for Support Services
 Elijah Key
 Superintendent of Schools

NAME OF THE PERSON WHO APPROVED THIS RULE:

DATE OF SUCH APPROVAL: September 28, 2021

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

Elijah Key, Superintendent of Schools Chief Executive Officer of the School Board of Gadsden County, Florida, and Secretary and Notice of Intent to Adopt Policies Issued

CHAPTER 2.00 - SCHOOL BOARD GOVERNANCE AND ORGANIZATION

SPECIAL COMMITTEES OF THE SCHOOL BOARD

2.27

- I. Special committees may be appointed by the School Board Chairperson when deemed necessary. The duties of any such committee shall be outlined at the time of appointment; the committee shall be automatically dissolved when the School Board accepts the committee's final report. Each School Board member shall be notified of all committee meetings, but shall have no vote unless the member is serving as a committee member. All meetings of School Board committees shall be open to the public. Members of special committees may attend the meetings in person or through the use of telecommunications networks such as telephonic or video conferencing.
- II. Special committees or individuals who serve on special committees shall take no action which is binding upon the School Board.

STATUTORY AUTHORITY:

1001.41, 1001.42, F. S.

LAWS IMPLEMENTED:

1001.41, 1001.43, F. S.

HISTORY:

**ADOPTED:
REVISION DATE(S): 10/22/19
FORMERLY: 1.208**

CHAPTER 2.00 - SCHOOL BOARD GOVERNANCE AND ORGANIZATION

SCHOOL ADVISORY COUNCILS

2.30*+

The School Board authorizes the establishment of a school advisory council in each District school to assist in the enhancement of school site decision-making, to serve in an advisory capacity to the principal and to assist in the development of the educational program and in the preparation and evaluation of the school improvement plan required pursuant to Florida Statutes. The Superintendent shall develop guidelines pursuant to Florida Statutes to assist school advisory councils in order to ensure their active role in school site decision-making. School advisory councils shall not assume any of the powers or duties now reserved by law for the School Board or its professional staff. Nothing contained in the District and/or local school accountability process shall be construed to lessen or otherwise alter the authority of the school principal as provided for in law, rules or regulations.

- I. Composition and Selection of Councils - Council members shall include the school principal and an appropriately balanced number of teachers, education support employees, students, parents, and business and community representatives.
 - A. Members shall be representative of the ethnic, racial, and economic community served by the council.
 - B. Student representation shall be required for school advisory councils established at vocational-technical centers and high schools and may be included for school advisory councils serving middle and junior high schools. Student representation shall not be required for school advisory councils serving elementary schools.
 - C. The term *education support employees* as used herein shall refer to any person who is employed by a school for twenty (20) or more hours during a normal working week and who does not meet the definition of instructional or administrative personnel pursuant to Florida Statutes.
 - D. The term *teacher* as used herein shall include classroom teachers, certified student services personnel, and media specialists.
 - E. A majority of members must be persons who are not employed at the school.
 - F. *Appropriately balanced* as used herein shall mean a proportionate number of council members considering each peer group being represented on the council, excluding the school principal. The size of the school advisory council and the

ratio of representatives among the peer groups, excluding the school principal, shall be set forth in the bylaws establishing procedures adopted by each school advisory council.

II. Selection of Council Members - New council members shall be elected by their respective peer group, except for business and community representatives and the school principal.

A. The following council members shall be elected in a fair and equitable manner as determined by their respective peer group and as set forth in the bylaws of the school advisory council.

1. A teacher(s) shall be elected by teachers;
2. An education support employee(s) shall be elected by education support employees;
3. A student(s), when appropriate, shall be elected by students; and,
4. A parent(s) shall be elected by parents.

B. The school advisory council shall select business and community member(s) to serve on the school advisory council after reviewing the list of nominees prepared by the school principal.

1. Business and community representatives shall be selected initially through a nomination and selection process facilitated by the school principal of each school advisory council.

a. The school principal shall seek candidates who are interested in making a commitment to participate on the school advisory council by representing businesses and the community.

b. Letters, newsletters, or other media releases shall be used by the school principal to seek candidates.

c. The school principal shall prepare a list of individuals seeking nomination to the school advisory council and shall present the list to the school advisory council for selecting the business and community representative(s).

2. Subsequent to the initial selection as described in section II.B.1. herein, the operational guidelines of the school advisory council shall set forth

procedures for nominating business and community representatives to serve on the school advisory council.

C. The principal shall submit the list of council members to the Superintendent for review of each school to determine compliance with section I. herein. The membership list shall contain the name of each council member and the peer group which is being represented by each member and a description of how the council represents the ethnic, racial, and economic community served by the school.

III. Confirmation of the School Advisory Council - The Superintendent shall submit to the School Board for review and approval the membership list for each school advisory council in the District. The School Board shall determine if a school advisory council meets criteria specified in section I. herein; additional members shall be appointed by the School Board when it is required to achieve the proper representation on the school advisory council.

IV. Responsibilities of Councils - Each school advisory council shall

A. Review the results of any needs assessments conducted by the school administration.

B. Assist in the development of the school improvement plan and provide recommendations on specific components of the plan, such as the goals of the school, indicators of school and student progress, and strategies and evaluation procedures to measure student performance. The school advisory council shall be the final decision-making body at the school relating to school improvement.

C. Define adequate progress for each school goal; obtain public input when defining adequate progress for school goals; negotiate the definition of adequate progress with the School Board; and notify and request assistance from the School Board when the school fails to make adequate progress in any single goal area.

D. Monitor students' and the school's progress in attaining goals and evaluate the appropriateness of the indicators of student progress and strategies and evaluation procedures which are selected to measure student performance.

E. Prepare and distribute information to the public to report the status of implementing the school improvement plan, the performance of students and educational programs, and progress in accomplishing the school goals.

F. Make recommendations on the accumulation and reporting of data that is beneficial to parents.

- G. Serve as a resource for the principal and advise the principal in matters pertaining to the school program.
 - H. Provide input on the school's annual budget and the use of school improvement funds, and shall assist in the preparation of the school budget.
 - I. Inquire about school matters, identify problems, propose solutions to problems, suggest changes, and inform the community about the school.
 - J. Act as a liaison between the school and the community.
 - K. Identify other duties and functions of the school advisory council.
- V. Operation of Council - Operational guidelines shall be established and mutually agreed upon by members of the school advisory council.
- A. The guidelines shall:
 - 1. State the duties and functions of the council.
 - 2. Indicate the procedure for electing council members and the nomination process for selecting business and community representatives.
 - 3. Identify the procedure for electing officers, including a chairperson, vice-chairperson, and recording secretary, and determine the term of office for each position.
 - 4. Establish the membership term for each peer group.
 - 5. Specify the proportionate number of council members for each peer group for the purpose of achieving an appropriately balanced council.
 - B. Regular meetings shall be held. The council shall determine the date, time, and place of the meetings. Members of the advisory council may attend meetings in person or through the use of telecommunications networks such as telephonic and video conferencing.
 - C. The agenda shall be advertised to the school community at least seven (7) days in advance of the scheduled meeting.

- D. Members of the advisory council shall be notified three (3) days in advance, in writing of any matter that is scheduled before the council for a vote.
- E. All meetings shall be open, public, and subject to Florida Statutes.
- F. The school advisory council shall be subject to maintaining records pursuant to Article 1, Section 24, and Article XII, Section 20, of the Florida Constitution.
- G. Sections of School improvement plans which require waivers of the terms or conditions in negotiated agreement(s) shall be subject to the approval of the Board and Bargaining Agent.

STATUTORY AUTHORITY:

1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED:

1001.43, 1001.452, 1008.385, 1012.01, F.S.

HISTORY:

ADOPTED: 10/22/19
REVISION DATE(S): 9/15/02, 2/23/05
FORMERLY: 2.124

CHAPTER 6.00 – HUMAN RESOURCES

REPORT OF MISCONDUCT

6.29*

The School District of Gadsden County shall adhere to all requirements related to employee misconduct that affects the health, safety or welfare of a student.

I. Mandatory Reporting of Misconduct

- A. It is the duty of all employees to report to the Superintendent alleged misconduct by any School Board employee that affects the health, safety or welfare of a student. Failure of an employee to report such misconduct shall result in disciplinary action.
- B. Educational support employees, instructional personnel and school administrators shall report alleged misconduct of other educational support employees, instructional personnel or school administrators who engage in or solicit sexual, romantic, or lewd conduct with a student.
- C. If the prohibited conduct occurs while employed by the district, the School Board and Superintendent must report the employees or personnel and the disqualifying circumstances to the department of education for inclusion on the disqualification list maintained by the department pursuant to section 1001.10(4)(b), F.S.

II. Investigation

The Superintendent shall immediately investigate any allegation of misconduct by an employee that affects the health, safety or welfare of a student regardless of whether the person resigned or was terminated before the conclusion of the investigation. The Superintendent shall notify the department of the result of the investigation and whether the misconduct warranted termination, regardless of whether the person resigned or was terminated before the conclusion of the investigation.

- A. An employee who is alleged to have committed such misconduct shall be reassigned to a position not requiring direct contact with students pending the outcome of the investigation.

- B. Information related to the alleged misconduct shall be considered confidential until the investigation is concluded with a finding to proceed or not to proceed with disciplinary action or charges and the subject of the complaint has been notified of the finding.
- C. The Superintendent shall report alleged misconduct to the Department of Education as required by Florida Statutes. The Superintendent shall report alleged misconduct of educational support employees, instructional personnel or school administrator who engage in conduct that would be considered disqualifying pursuant to Section 1012.315, Florida Statutes or any allegation of sexual misconduct with a student. Failure to report such conduct to the Department or Law Enforcement forfeits the Superintendent's salary for up to one year.
- D. The School District shall notify the parents of a student affected by an educator's violation of the district's Standards of Ethical Conduct. This notice must be provided to the parent within thirty (30) days of knowledge of the incident and inform the parent of:
 - 1. The nature of the misconduct,
 - 2. If the District reported the misconduct to the department in accordance with Section 1012.796, Florida Statutes,
 - 3. The sanctions imposed against the employee, if any, and
 - 4. The support the school district will make available to the student in response to the employee's misconduct.

III. Legally Sufficient Complaint

The Superintendent shall file any legally sufficient complaint with the Department of Education within thirty (30) days after the date the District became aware of the subject matter of the complaint. A complaint is considered to be legally sufficient if it contains ultimate facts that show that an instructional or administrative employee has committed a violation as provided in 1012.795, F.S., and defined by State Board of Education rule.

IV. Resignation or Retirement in Lieu of Termination

If the Superintendent determines that misconduct by an educational support employee, instructional staff member or an administrator who holds a certificate issued by the Florida Department of Education affects the health, safety, or welfare of a student and the misconduct warrants termination, the staff member may resign or be terminated and ~~If an~~

~~instructional or administrative employee resigns or retires in lieu of termination for misconduct that affects the health, safety or welfare of a student, the Superintendent shall report the misconduct to the Department of Education as required.~~

V. Employment Reference

~~A representative of the School District shall not provide an employment reference or discuss the performance of an employee with a prospective employer in an educational setting without disclosing the person's misconduct that affected the health, safety or welfare of a student. A District official shall not enter into any confidentiality agreement regarding terminated or dismissed personnel or personnel who resigned or retired in lieu of termination.~~

The Board, Superintendent, or any other representative of the School District shall not enter into a confidentiality agreement regarding terminated or dismissed educational support employees, instructional personnel or school administrators, based in whole or in part on misconduct that affects the health, safety, or welfare of a student. The Board, Superintendent, or any other representative of the School District shall not enter into a confidentiality agreement with educational support employees, instructional personnel or school administrators who resign in lieu of termination, based in whole or in part on misconduct, that affects the health, safety, or welfare of a student. The Board, Superintendent, or any other representative of the School District may not provide an employment reference or discuss the performance of an employee with a prospective employer in an educational setting without disclosing the person's misconduct that affected the health, safety or welfare of a student. Any part of an agreement or contract that has the purpose or effect of concealing misconduct by educational support, instructional personnel or school administrators which affects the health, safety, or welfare of a student is void and contrary to public policy, and may not be enforced.

VI. Notification

The policies and procedures for reporting alleged misconduct by employees that affects the health, safety or welfare of a student shall be posted in a prominent place at each school and on each school's website. The notice shall include the name of the person to whom the report is made and the consequences for misconduct.

VII. Protection from Liability

- A. Any individual who reports in good faith any act of child abuse, abandonment or neglect to the Department of Children and Family Services or any law enforcement agency shall be immune from any civil or criminal liability that might result from such action.
- B. An employer who discloses information about a current or former employee to a prospective employer, at the employee's request or at the prospective employer's

request, shall be immune from civil liability for such disclosure as provided by Florida Statute.

VIII. False or Incorrect Report

The Superintendent, a Board member or any District official shall not sign and/or transmit any report regarding employee misconduct to a state official that he/she knows to be false or incorrect. An individual who knowingly makes a false or incorrect report shall be subject to disciplinary action as prescribed by Florida Statute.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 39.203, 112.313, 119.071, 768.095, 1001.42, 1006.061, 1012.01, 1012.22, 1012.27, 1012.795, 1012.796, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-10.081

HISTORY: **ADOPTED:** 10/22/21
REVISION DATE(S): _____
FORMERLY: _____

CHAPTER 6.00 – HUMAN RESOURCES

DEFERRED RETIREMENT OPTION PROGRAM (DROP)

6.531

The Deferred Retirement Option Program (DROP) as defined in Chapter 121, Florida Statutes, is an alternative method of deferred payment of retirement benefits for up to sixty (60) or ninety-six (96) months after an eligible member of the Florida Retirement System reaches his/her normal retirement date but wishes to continue employment with a Florida Retirement System employer. In order to participate, the employee must submit a binding letter of resignation, establishing a deferred termination date. DROP will allow the participant to defer all retirement benefits payable during the DROP period. Upon termination of DROP, the participant will receive the DROP benefits and the regular retirement benefits under Chapter 121, Florida Statutes.

- I. Participation in DROP - All members of the Florida Retirement System are eligible for DROP. Members electing to participate in DROP must meet the eligibility and timeline requirements outlined in Florida Statute.

- II. Certain K-12 instructional personnel may be permitted to extend DROP participation for up to an additional 36 months upon authorization from the District and approval by the division.

- III. Benefits Payable
 - A. Sick Leave - Employees will be paid terminal pay for accumulated sick leave at retirement, or, if service is terminated by death, to his/her beneficiary. Upon election to participate in DROP, and based upon the employee established deferred termination date, previously accumulated sick leave shall be paid the employee according to the salary established at the time of entry into the DROP Program in the following prorated installments:
 1. Deferred Termination Date - Payment Schedule
 - a. 0 through 12 months
1 lump payment in the month following the last day worked
 - b. 13 through 24 months

- 50% at the end of the first 12 months and final payment in the month following the last day worked
- c. 25 through 36 months
- 33⅓% at the end of each 12-month period and final payment in the month following the last day worked
- d. 37 through 48 months
- 25% at the end of each 12-month period and final payment in the month following the last day worked
- e. 49 through 60 months
- 20% at the end of each 12-month period and final payment in the month following the last day worked
2. Sick leave will be earned during DROP as prescribed by Florida Statutes. Accumulated sick leave earned during DROP participation will be paid to the employee at the end of their DROP participation or as prescribed in any Board approved alternative retirement plan.
3. It is in the intent of this policy that an individual entering DROP will be allowed to use sick leave which was accrued prior to their retirement and entrance into DROP. The procedures for utilization of such leave shall be as follows:
- a. Sick leave earned prior to DROP shall be calculated in accordance with School Board policy.
- b. The value of each sick day will be computed according to the salary established at the time of entry into DROP. Should a DROP participant use a sick day(s) accrued prior to entrance into DROP, the monetary value of their remaining sick days shall be reduced by the value of the sick day(s) used.
- c. Final adjustments in the total amount of compensation for accrued sick leave will be made prior to the final payment at the end of DROP.

B. Annual Leave - Employees electing to participate in DROP shall be entitled to terminal pay for accrued annual leave as required by state law, Board policy and/or union contract. Upon election to participate in DROP and the employee's election to receive a lump sum payment of accrued annual leave, payment shall be made in the last paycheck prior to the effective beginning date of DROP into the tax deferral plan adopted by the school board, and shall then be paid to the employee in accordance with the terms of such plan.

1. Annual leave earned prior to entering DROP which exceeds the maximum lump sum payment allowed by Board policy may be used during DROP; however, the employee shall not be entitled to compensation at the end of DROP for any unused portion of the accumulated leave.

2. Employees will earn annual leave during the DROP period as prescribed by Florida Statute, Board policy and/or union contract. Annual leave accumulated during DROP participation will not be paid to the employee at the end of DROP participation, except to the extent the employee has earned additional annual leave which combined with the original payment does not exceed the maximum lump sum payment allowed by Board policy.

STATUTORY AUTHORITY: 1001.41, 1012.22, 1012.23, F.S.

LAW(S) IMPLEMENTED: 121.091, 1001.43, F.S.

HISTORY: _____ **ADOPTED:** _____
_____ **REVISION DATE(S):** _____
_____ **FORMERLY:** _____

CHAPTER 6.00 – HUMAN RESOURCES

PERSONNEL FILES

6.90

The term *personnel file*, as used in this rule, shall mean all records, information, data, or materials maintained by the District in any form or retrieval system whatsoever, with respect to any employee, which is uniquely applicable to that employee.

- I. A personnel record shall be maintained by the Superintendent on each employee. The record shall include
 - A. Application for employment
 - B. References
 - C. Annual evaluations
 - D. Letters of commendation, reprimand, etc.
 - E. Data substantiating placement on the salary schedule (education, official transcripts, experience, etc.)
 - F. Teaching certificate, if applicable
 - G. Any other pertinent data.
- II. Except for materials pertaining to work performance or other matters that may be cause for discipline, suspension or dismissal under laws of this state, no derogatory materials relating to an employee's conduct, service, character, or personality shall be placed in the personnel file of such employee. No anonymous letter or anonymous materials shall be placed in the personnel file.
- III. Materials relating to work performance, discipline, suspension, or dismissal must be reduced to writing and signed by a person competent to know the facts or make the judgment.
 - A. No such materials may be placed in a personnel file unless they have been reduced to writing within forty-five (45) days, exclusive of the summer vacation period, of the administration becoming aware of the facts reflected in the materials.

- B. Additional information related to such written materials previously placed in the file may be appended to such materials to clarify or amplify as needed. A copy of such materials to be added to an employee's personnel file shall be provided to the employee either by certified mail or by personal delivery.
 - C. The employee's signature on a copy of materials to be filed in the employee's personnel file signifies receipt and does not necessarily indicate agreement with its content. The employee will be afforded every right as outlined in Florida Statutes.
 - D. In cases of separation due to termination or resignation in lieu of termination, the person competent to know the facts or make the judgment on the separation shall execute and maintain an affidavit of separation, on the form adopted by the Department of Education, setting forth in detail the facts and reasons for such separation. The affidavit must expressly disclose when separation is due to a report of sexual misconduct with a student. The affidavit of separation must be executed under oath and constitutes an official statement within the purview of section 837.06. The affidavit of separation must include conspicuous language that intentional false execution of the affidavit constitutes a misdemeanor of the second degree.
- IV. Personnel files, regardless of their location in the school system, are open to inspection pursuant to Florida Statutes, except as follows:
- A. Any complaint and any material relating to the investigation of a complaint against an employee shall be confidential until the conclusion of the preliminary investigation, or until such time as the preliminary investigation ceases to be active as defined in Florida Statutes.
 - B. Employee evaluations prepared pursuant to Florida Statutes, rules adopted by the State Board of Education, or a local School Board shall be confidential until the end of the school year immediately following the school year during which each evaluation is made. No evaluations prepared prior to July 1, 1983, shall be made public.
 - C. No material derogatory to the employee shall be open to inspection until ten (10) days after the employee has been notified pursuant to III.B. of this rule.
 - D. The payroll deduction records of the employee shall be confidential.

- E. Employee medical records, including medical claims, psychiatric and psychological records, shall be confidential; provided however, at any hearing relative to an employee's competency or performance, the hearing officer or panel shall have access to such records.
- F. Any information in a report of injury or illness filed pursuant to Florida Statute that would identify an ill or injured employee.
- G. Agency personnel information that is excluded under the provisions of 119.071, F.S.
- V. Notwithstanding other provisions of this rule, all aspects of each employee's personnel file shall be open to inspection at all times by School Board members, the Superintendent and the principal or their respective designees, in the exercise of their respective duties.
- VI. Notwithstanding other provisions of this rule, all aspects of each employee's personnel file shall be made available to law enforcement personnel in the conduct of a lawful criminal investigation.

STATUTORY AUTHORITY: 1001.41, 1012.22, 1012.23, F.S.

LAW(S) IMPLEMENTED: 112.08(7), 119.07, 119.071, 441.85(10), 1001.43, 1008.24, 1012.31, F.S. 34 CFR 99 (FERPA), 45 CFR 164 (HIPAA)

HISTORY: ADOPTED: 10/22/2019
REVISION DATE(S): _____
FORMERLY:

CHAPTER 7.00 - BUSINESS SERVICES

ELECTRNIC RECORDS, ELECTRONIC SIGNATURES AND ELECTRONIC FUNDS

7.22+

- I. Electronic Records, Electronic Signatures and Electronic Funds
 - A. Unless a provision of law enacted after July 1, 2000, specifically prohibits the use of an electronic record for the specified purpose, the School Board hereby authorizes the acceptance and distribution of electronic records and electronic signatures to and from District staff and other persons, as well as between District staff members. Additionally, the Board further authorizes District staff to create, generate, communicate, store, process, use, and rely upon electronic records and electronic signatures.
 - B. The Superintendent shall consult with the State of Florida's Agency for State Technology (Agency) regarding the District's authorized acceptance and distribution of electronic records and electronic signatures.
 - C. The issuance or acceptance of an electronic signature by the Board may be permitted in accordance with the provisions of this policy and all applicable State and Federal laws. If permitted, the electronic signatures shall have the full force and effect of a manual signature provided the electronic signature satisfies all of the following requirements:
 1. The electronic signature is unique to the individual and identifies the individual signing the document by his/her name and title.
 2. The identity of the individual signing with an electronic signature is capable of being verified and authenticated.
 3. The integrity of the electronic signature can be assured.
 4. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed.
 5. The electronic signature complies with the School Board procedures for ensuring the security, integrity, and auditability of each signature.
 6. The electronic signature conforms to all other provisions of this policy.

II. Electronic Fund Transfers

- A. The Board authorizes electronic fund transfers (EFTs) for any purpose including direct deposit, wire transfer, automatic clearinghouse (ACH), withdrawal, investment, or payment, provided such EFTs are consistent with the provision of Chapter 668, Florida Statutes. Upon the recommendation of the Superintendent, the Board shall approve:
1. The financial institutions that are authorized to receive monetary transactions through electronic or other medium.
 2. Written agreements with financial institutions with whom EFTs will be made.
- B. Such agreements shall set forth internal controls required by State law and State Board Rule that will provide adequate integrity, security, confidentiality, and auditability of business transactions conducted by electronic commerce, including, but not limited to, the following:
1. The official title of the bank account(s) subject to the agreement and each type of transaction approved, such as deposits, disbursements or transfers, shall be specified;
 2. the manual signatures of the Board Chairman, Superintendent, and the employees authorized to initiate EFTs shall be contained therein;
 3. a requirement that the District maintain documentation signed by the initiator and authorizer of the EFTs to confirm the authenticity of the EFTs;
 4. a requirement that, when funds are properly delivered to the receiving institution, that institution agrees to become responsible for prompt and diligent processing of the funds;
 5. a requirement that written or printed documentation from the financial institution acknowledging such transactions, including but not limited to deposit slips, debit and credit memos, trust receipts, transfer acknowledgements, or canceled warrants, shall be provided so that it may be kept in the official files of the School District, which shall be maintained in a manner which facilitates easy review and validation of transactions.

III. Internal Controls and Delegation of Authority

- A. The oversight of the EFTs resides with the Chief Financial Officer and the Director of Finance. A system of internal controls and operational procedures has been established to manage the funds transfer process and the reconciliation of bank accounts. Staff will utilize effective internal controls including the separation of duties when performing funds transfers and cash management functions. Independent auditors, as part of the District's financial audits, will review the system of internal controls and compliance with the operational procedures and with this policy.

IV. Scope

- A. Board funds shall be electronically transferred for the following purposes:
1. receipt of revenue from local, State, and Federal sources;
 2. settlement on investment transactions (e.g. purchases, sales, or principal and interest distributions);
 3. transfers between Board accounts as needed for legitimate funds management activities;
 4. payment of obligations, based upon legal or contractual requirements incurred in the course of Board business, including e-payables; and
 5. payroll and other payroll related direct deposit payments.

V. Outgoing Electronic Funds Transfers

- A. Wire transfers are established by the accounting personnel, with the District's financial institution, using secure banking software which is password protected. These wire transfers, with the District's financial institutions, require the transfers to be initiated by one staff member and released by another staff member.
- B. Wire transfers from investment accounts can only be transferred to the District Control Bank Account. All transfers will be reviewed by the Director of Finance or designee when made. Wire transfers will be traced from the bank statement to the respective authorizations on a monthly basis as part of the bank reconciliation process.
- C. ACH transactions are allowed for the following transaction types:

1. ACH debit transactions require funds to be paid from a Board bank account by the counterparty's financial institution and are prohibited unless the counterparty to the transaction is another governmental entity or the transaction is required by a Board approved contract, including credit card processing fees.
2. ACH credit transactions require funds to be deposited directly to the Board bank account. ACH credit transactions are acceptable when required based on contractual obligations or when this method of depositing/receipting is advantageous to the Board as determined by the Executive Director of Finance and Budgeting or equivalent position.
3. Direct deposit payments of employees' wages or other direct payments will be initiated by payroll/accounting personnel in compliance with established accounting procedures and in accordance with F.A.C. 6A-1.0012(2).
4. Individuals performing ACH and wire transfers cannot both initiate and approve one of these transactions.
5. Other methods of electronic funds transfers as established by the District's financial institution may be permitted, as long as transfers follow similar procedures as outlined above.

STATUTORY AUTHORITY: 668.01 et seq., 668.50, 1010.11, 282.0041, F.S.
F.A.C. 6A-1.0012

HISTORY:

ADOPTED: _____
REVISION DATE(S): _____
FORMERLY:

CHAPTER 8.00 - AUXILIARY SERVICES

SAFETY

8.10*+

- I. The safety of pupils, employees and visitors shall be the responsibility of the authorized person in charge of each site owned or operated by the School Board. The supervisor of each site or facility shall cause to be established a safety committee which shall be responsible for the promotion of a safety education and accident prevention program for that site.
- II. Schools shall cooperate with the police, sheriff's department, fire department and other agencies promoting safety education.
- III. To assist in carrying out the responsibilities for safety, each principal shall appoint a member of the staff as school safety coordinator.
- IV. No person shall bring on any School Board premises or have in his/her possession or in his/her vehicle any School Board property, any firearm, weapon or destructive device unless such weapon is required as part of his/her regular job responsibilities.
- V. School Environmental Safety Incident Reporting. The Superintendent shall develop and implement procedures for timely and accurate reporting of incidents related to school safety and discipline and shall provide training to appropriate personnel in accordance with law and State Board of education rules. The District will utilize Florida's School Environmental Safety Incident Reporting (SESIR) Statewide Report on School Safety and Discipline Data to report the 26 incidents of crime, violence and disruptive behaviors that occur on school grounds, on school transportation, and at off-campus, school sponsored events to the Department Of Education.
 - A. The Superintendent will annually report to the Department of Education the number of involuntary examinations, as defined in section 394.455, F.S., that were initiated at a school, on school transportation, or at a school-sponsored activity.
 - B. The Superintendent must certify to the Department of Education that the requirements for timely and accurate reporting of SESIR incidents has been met.

- B. School principals must ensure that all persons at the school level responsible for documenting SESIR information participate in the on-line training offered by the Department and ensure that SESIR data is accurately and timely reported.

- VI. Nonmedical School District personnel shall not perform invasive medical services that require special medical knowledge, nursing judgment and nursing assessment including, but not limited to, sterile catheterization, nasogastric tube feedings, cleaning and maintaining a tracheotomy and deep suctioning of a tracheotomy. Nonmedical assistive personnel can perform health related services upon successful completion of child-specific training by a registered nurse, a licensed practical nurse, a physician or a physician assistant. These procedures, which include but are not limited to clean intermittent catheterization, gastrostomy tube feedings, monitoring blood glucose and administering emergency injectable medications, must be monitored by a nurse. A registered nurse, licensed practical nurse, physician or physician assistant shall determine if nonmedical School District personnel shall be allowed to perform any other invasive medical services not listed above.

- VII. A child under the age of sixteen (16) shall wear appropriate headgear as required by law for any equine activity on a public school site. Students shall wear appropriate headgear when participating in an off campus, school sponsored equine activity as required by law.

- VIII. The Superintendent shall develop and present to the Board for approval appropriate emergency management and emergency preparedness plans.

- IX. The District shall annually conduct a self-assessment of safety and security practices. Based upon this self-assessment and other concerns, if applicable, the Superintendent shall present appropriate recommendations to the School Board for increasing safety and security and the School Board shall take such actions as it deems necessary and appropriate to address safety and security in the District or at individual sites.

STATUTORY AUTHORITY:

1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED:

316.614, 773.06, 1001.43, 1006.062(3), 1006.07, F.S.

HISTORY:

ADOPTED: 10/22/19
REVISION DATE(S): 01/28/20, 12/15/20, 01/28/2020, 12/15/2020
FORMERLY:

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 Adopted: 10/22/2019
 Revised: 01/28/2020
 Revised: 12/15/2020
 Revised: 11/16/2021

Gadsden 8.10*+

CHAPTER 8.00 - AUXILIARY SERVICES

EMERGENCY EVACUATION DRILLS

8.16*

The School Board recognizes that its responsibility for the safety of students extends to possible natural and man-made disasters and that such emergencies are best met by preparedness and planning.

The Board authorizes a system of emergency preparedness that shall ensure that:

- The health and safety of students and staff are safeguarded.
- Embraces a collaborative effort with community emergency responders.
- The time necessary for instructional purposes is not unduly diverted.
- Minimum disruption to the educational programs occurs.
- Students are helped to learn taught self-reliance and trained to respond sensibly to emergency situations.
- The system is supported by ongoing training that ~~will~~ includes practical application and appropriate "drills" as required by F.S. 1001.42.
- Evacuation drills should represent actual emergencies, including but not limited to, firearm, natural disasters, and bomb threats.
- Floor plans of each school are be provided to all community emergency responders in support of evacuation procedures.

The District shall develop and maintain a comprehensive emergency disaster plan (Crisis Response Manual).

All threats to the safety of District facilities shall be identified by appropriate personnel and responded to promptly in accordance with the plan for emergency preparedness.

- A. The Principal shall hold emergency evacuation drills, as outlined in the District's Emergency Crisis Response Manual, during each semester with the first drill being held within the first thirty (30) days of the school term. A written report of each emergency evacuation drill shall be sent to the District Office.
- B. A base emergency exit and cover plan for such emergencies as fire, bomb threats, foul weather and national emergencies, designed to familiarize the occupants with all means of exit and appropriate cover areas for emergencies. Special emergency exits that are not generally used during the normal occupancy of the building shall be carefully detailed and outlined. Diagrams shall be posted in each student occupied area clearly indicating fire exits and alternate evacuation routes.
- C. Each school's crisis team shall plan and assign to staff members the responsibility of the prompt and orderly evacuation of school buildings.
- D. The Principal shall identify and report to the Superintendent hazardous areas requiring corrective measures. The Superintendent shall be responsible for informing the School Board of the Principal's report.
- E. A copy of State Board of Education rules and any amendments adopted by the State Board of Education relating to emergency evacuation drills shall be made available to each Principal.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 404.056, 1001.43, 1006.07, 1013.12, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-2.0010

HISTORY:

ADOPTED: 10/22/2019
REVISION DATE(S): _____
FORMERLY:

CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND INTERLOCAL AGREEMENTS

USE OF FACILITIES

9.30*+

The principal may approve the use of school property, facilities, and equipment for any group provided herein. The use of school property, facilities and equipment shall not interfere with the educational programs of the school. The principal shall be responsible for safeguarding the school property, facilities, and equipment; enforcing and informing groups of School Board rules; executing proper forms; and collecting payments.

- I. Use of School Property Without Charge - The Superintendent may authorize the use of school facilities without charge, except as may be required for supervision or clean-up. If the principal is unsure about the eligibility of the organization to use facilities without charge, the matter shall be referred to the Superintendent for resolution. School facilities may be made available to:
 - A. National youth groups, *e.g.*, scout groups operating under the sponsorship of a county organization provided the group is properly supervised. District use agreements may be executed with the community organization for all schools or for an individual school.
 - B. The Supervisor of Elections for voting precincts in any election provided the election does not interfere with the school's operation.
 - C. Any governmental or community agency when specifically approved by the School Board as being in the public interest.
- II. Use of Facilities With a Charge - The principal may permit the use of school facilities by a civic, religious, or other organization for non-school activities on a specific, temporary, or short-term basis. The following conditions shall apply:
 - A. The payment of the fee shall be in accordance with Section III. herein.
 - B. School Board approval, upon the Superintendent's and principal's recommendations, shall be required for repetitious use for a period of more than six (6) months.
 - C. Sufficient supervision and adequate custodial service of the school facility shall be determined by the principal.

CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND INTERLOCAL AGREEMENTS

- D. The use of the cafeteria shall require permission from the principal. The use of school food service facilities shall require that the kitchen be operated by a food service employee(s) or School Board employee.
- III. Fees - If the facility or equipment is being used for commercial or private gain and an admission or attendance fee is being charged, a rental fee will be charged for the use of the facility and equipment. The amount of rental fee will be based on a schedule of fees approved by the Board upon the recommendation of the Superintendent.
- IV. Payment of Required Fees - Fees as specified in Section III herein shall be paid in advance for use of facilities. Full reimbursement for custodial, supervisory, and other required services or for damages to the facility, furnishings, or equipment shall be paid within ten (10) days of billing. ~~Checks shall be made payable to the individual school.~~ Fees shall be paid by cashier's check or money order to Gadsden County School Board, unless otherwise authorized by the Superintendent.
- V. Liability and Insurance Coverage - Each organization utilizing school facilities shall
- A. Agree to hold the School Board harmless from any liability which the School Board may accrue as a result of use;
 - B. Provide general liability insurance coverage in the amount of at least one million dollars (\$1,000,000.00) naming the School Board as an additional insured; and,
 - C. Execute a form of indemnity agreement as prescribed by the Superintendent.
 - D. Insurance coverage on the building must be in possession of the District at least five (5) days before facility is to be used.
- VI. Prohibited Uses of School Facilities - School property, facilities, and equipment shall not be used for the following purposes
- A. Programs involving any form of gambling or other illegal activity;
 - B. Private teaching for personal gain, unless specifically approved in advance by the School Board;
 - C. Programs in violation of Florida Statutes or School Board rules; and,
 - D. Events where alcoholic beverages are served.

CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND INTERLOCAL AGREEMENTS

- VII. Special Provisions - The following special provisions shall apply
- A. Restrooms shall be made available for all organizations using the school facilities.
 - B. Any school or community event sponsor or vendor who uses school facilities shall notify the local public health unit not less than three (3) days prior to a scheduled school carnival, fair, or other celebration involving the sale or preparation of food or beverages.
 - C. If a principal has a request from a group which he/she feels may be controversial, he/she may require this group to present their request to the Superintendent to be included in an agenda for a regular School Board meeting for consideration by the School Board.
- VIII. Appeals to the Superintendent - A person who feels his/her organization was improperly denied use of school facilities or assessed an improper charge or fee ~~was assessed~~ may file a written appeal with the Superintendent for resolution.

STATUTORY AUTHORITY:

1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED:

**106.15, 509.032, 509.232, 1001.33,
1001.43, 1001.51, 1013.10, F.S.**

HISTORY:

**ADOPTED: _____
REVISION DATE(S): 2/15/03, 7/27/21
FORMERLY:**