



**Vision**

*Achieving Excellence:  
Putting Students First!*

**Mission**

*To prepare all students  
to be college and career  
ready and function as  
productive citizens.*

**Core Values**

Perseverance

Respect

Integrity

Dependability

Ethics

**SCHOOL BOARD OF OKEECHOBEE COUNTY**

**AGENDA FOR REGULAR MEETING**

**DECEMBER 10, 2019**

**6:00 P.M.**

**Chairperson**  
Amanda Riedel  
**Vice Chairperson**  
Melisa Jahner  
**Members**  
Joe Arnold  
Jill Holcomb  
Malissa Morgan

**I. Call to Order**

- A. Prayer
- B. Pledge of Allegiance

**II. Opening Items**

- A. Student Recognition
  - ★ Art in the Capitol
  - ★ FFA Agriscience Fair, Division II, Animal Systems National Champions
- B. Staff Recognition
  - ★ Food for Families
  - ★ Weekend Backpack Program
  - ★ Focus Group Participants
  - ★ Retirements
    - Lisa Harwas, First Grade Teacher, Seminole Elementary School
    - Janet Faulkner, School Bookkeeper, Okeechobee High School
    - Robert Helton, Paraprofessional, Title I, South Elementary School
- C. Board Recognition
  - ★ Master Board Certification

-----Scheduled Recess-----

**III. Approval of Minutes**

- School Site Workshop of October 25, 2019 – South Elementary School
- School Site Workshop of October 25, 2019 – North Elementary School
- Town Hall Meeting of October 30, 2019
- Meeting of November 12, 2019

**IV. Items for Action**

- A. Recommendation for Expulsion
  - 1. #20-02, 8<sup>th</sup> Grade Student at Osceola Middle School..... 1
- B. Advertisement to Amend Board Policy 6.19\* Certification of Administrative and Instructional Personnel..... 2
- C. Advertisement to Amend Board Policy 5.321\* Bullying & Harassment..... 3
- D. Amendment of Board Policy 6.81 Instructional Employee Performance Criteria..... 4
- E. Ratification of Contract with Instructional Unit for 2019-20..... 5
- F. Ratification of Contract with Classified Unit for 2019-20..... 6
- G. Appointment of Board Member to the Okeechobee County Economic Development Corporation Board..... 7
- H. Bid and Contract for Continuing Roofing Consultant Services with Roof Assessment Specialists, Inc. .... 8
- I. Five-Year District Facilities Work Program..... 9
- J. Purchase of 250 Chromebooks and 250 Licenses from Howard Technology Solutions ..... 10

SCHOOL BOARD OF  
OKEECHOBEE COUNTY

AGENDA FOR  
REGULAR MEETING  
DECEMBER 10, 2019

K. Everglades Drainage.....	11
L. Special Facilities.....	12
M. School Board Southwest Section Property.....	13
N. Agreement for Consultant for Continuing Professional Architectural Service – Architects Design Collaborative.....	14
O. Agreement for Consultant for Continuing Professional Architectural Service – Donadio & Associates Architects P.A.....	15
P. Agreement for Consultant for Continuing Professional Architectural Service – Castellanos & Tramonte Architects.....	16
Q. Agreement for Consultant for Continuing Professional Architectural Service – CRA Architects.....	17
R. Agreement for Consultant for Continuing Professional Architectural Service – Williamson, Dacar, Donaudy.....	18
S. Revisions to Personnel Allocations for 2019-20.....	19
<b>V. <u>Consent Agenda</u></b>	
A. Employment of Personnel.....	20
B. Employment of Temporary Personnel.....	21
C. Resignation, Termination, and Suspension of Employment.....	22
D. Transfer of Personnel.....	23
E. Leave Requests.....	24
F. Additions to Substitute Teacher List for 2019-20.....	25
G. Payments to Personnel.....	26
H. Title I, Part A, Improving the Academic Achievement of the Disadvantaged.....	27
I. Agreement with Raulerson Hospital for Student Clinical Experience.....	28
J. Monthly Financial Statements for October, 2019.....	29
K. Budget Amendments #4 for October, 2019.....	30
L. Warrant Register for November, 2019.....	31
<b>VI. <u>Information Items:</u></b>	
A. Superintendent	
B. School Board Members	
C. School Board Attorney	
D. Public	

*The next regular School Board meeting is Tuesday, January 21, 2020, at 6:00 p.m.*

Persons are advised that if they decide to appeal any decisions made at this meeting, they will need a record of the proceedings, and for such purpose, they 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 made.

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** EXPULSION OF #20-02, 8TH GRADE STUDENT  
**DATE:** December 10, 2019

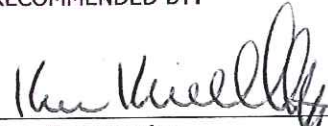
RECOMMENDATION:

That #20-02, an 8th grade student at Osceola Middle School, be expelled for the remainder of the 2019-2020 school year and that a final order for expulsion of this student be issued based upon the following act of misconduct and violation of the *Code of Student Conduct*:

N. Violence

2. Threat/Intimidation – A threat to cause physical harm to another which includes the elements of intent, fear, and capability.

RECOMMENDED BY:



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Ken Kenworthy  
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **ADVERTISEMENT TO AMEND BOARD POLICY 6.19 CERTIFICATION OF ADMINISTRATIVE AND INSTRUCTIONAL PERSONNEL**

DATE: December 10, 2019

RECOMMENDATION:

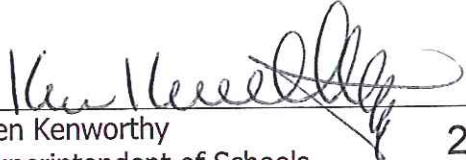
That the Board approve advertisement to amend Board Policy 6.19 Certification of Administrative and Instructional Personnel.

BACKGROUND INFORMATION:

The proposed revision of Policy 6.19 is to include certification requirements for adjunct instructors.

Policy 6.19, with revisions noted, is attached and is also available upon request in the Superintendent's office.

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools



# THE SCHOOL BOARD OF OKEECHOBEE COUNTY

## Chapter 6.00: Personnel

6.19\*

### ***CERTIFICATION OF ADMINISTRATIVE AND INSTRUCTIONAL PERSONNEL***

#### **POLICY**

- I. No person shall be employed or continued in employment in a position that requires a certificate if he/she does not hold or is ineligible to hold a Florida Educator's Certificate or a Local Certificate or holds a professional license. However, a person may be employed under emergency conditions, pursuant to Florida Statutes, or may qualify as non-certificated instructional personnel pursuant to School Board Rule 6.132. The staff member shall be responsible for maintaining a valid certificate. The staff member shall register his/her certificate and each certificate reissuance or renewal in the District office as soon as the Department of Education issues the certificate with a new validity period or area.
- II. The Superintendent shall designate a certification contact person to work directly with the Bureau of Educator Certification, Florida Department of Education, to assist personnel with certification issue.
  - A. If an individual employed by the District does not achieve a passing score on any subtest of the general knowledge examination, the District must provide information regarding the availability of state-level and district level supports and instruction to assist in achieving a passing score.
  - B. Information must include state-level test information guides, school district test preparation resources and preparation courses offered.
- III. An individual nominated for an instructional position shall be properly certificated, be eligible for certification, meet conditions prescribed in State Board of Education rules, or qualify for employment or re-employment as a non-degreed vocational education or adult education teacher based on School Board rule.
- IV. Pursuant to Sections 1012.39, 1012.55 and 1012.57, employment of temporary instructors, teachers of adult education, non-degreed teachers of career education, adjunct educators, career specialists, and experts in the field, each school district will establish the minimal qualifications for the issuance of \*\* County Public Schools Certificates. Such certificates establish eligibility for employment, but do not confer a right to employment.
  - A. The School Board defines an adjunct educator as a teacher who has expertise in the subject area to be taught. A teacher shall be considered to have expertise in the subject area to be taught if the teacher demonstrates sufficient subject area mastery through passage of a subject area test. The district is permitted to issue adjunct certificates to qualified applicants.
  - B. Adjunct certificate holders should be used primarily to enhance the diversity of course offerings offered to all students.

C. Adjunct teaching certificates issued for full time teaching positions are valid for no more than three (3) years and are nonrenewable.

STATUTORY AUTHORITY:	1001.41, 1012.22, 1012.23, F.S.
LAWS IMPLEMENTED:	1001.43, 1011.60, 1012.54, 1012.55, 1012.56, <a href="#">1012.57</a> F.S.
STATE BOARD OF EDUCATION RULES:	6A-1.0501, 6A-1.0502, 6A-1.0503
HISTORY:	Adopted: 07/14/1998
	Revision Date(s): 01/08/2002, <a href="#">01/21/2020</a>
	Formerly: D-31, D-32
©EMCS	

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **ADVERTISEMENT TO AMEND BOARD POLICY 5.321\* BULLYING & HARASSMENT**  
**DATE:** December 10, 2019

RECOMMENDATION:

That the Board approve advertisement to amend Board Policy 5.321\* Bullying & Harassment.

BACKGROUND INFORMATION:

The proposed revision of Policy 5.321\* is required by statute.

Policy 5.321\*, with revisions noted, is attached and is also available upon request in the Superintendent's office.

RECOMMENDED BY:



Ken Kenworthy  
Superintendent of Schools



# THE SCHOOL BOARD OF OKEECHOBEE COUNTY

## Chapter 5.00: Students

5.321\*

### ***BULLYING & HARASSMENT***

#### **POLICY**

##### I. Statement Prohibiting Bullying and Harassment

- A. It is the policy of the Okeechobee County School District that all of its students and school employees have an educational setting that is safe, secure, and free from harassment and bullying of any kind. The District will not tolerate bullying and harassment of any type. Conduct that constitutes bullying and harassment, as defined herein, is prohibited.
- B. The District upholds that bullying or harassment of any student or school employee is prohibited:
  - 1. During any education program or activity conducted by a public K-12 educational institution;
  - 2. During any school-related or school-sponsored program or activity.
  - 3. On a school bus of a public K-12 educational institution;
  - 4. Through the use of data or computer software that is accessed through a computer, computer system, or computer network of a public K-12 education institution within the scope of the School District, meaning regardless of ownership, any computer, computer system, computer network that is physically located on school property or at a school-related or school-sponsored program or activity; or
  - 5. Through the use of data or computer software that is accessed at a non-school-related location, activity, function, or program, or through the use of technology or an electronic device that is not owned, leased, or used by the School District or a school, if the bullying substantially interferes with or limits the victim's ability to participate in or benefit from the services, activities, or opportunities offered by a school or substantially disrupts the education process or orderly operation of a school. School staff is not required to monitor any non-school-related activity, function, or program.

##### II. Definitions

- A. Accused is defined as any District employee, consultant, contractor, agent, visitor, volunteer, student, or other person in the school or outside the school at school-sponsored events, on school buses, and at training facilities or training programs sponsored by the District who is reported to have committed an act of bullying, whether formally or informally, verbally or in writing, of bullying.
- B. Bullying includes cyberbullying and means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. It is further defined as unwanted and repeated written, verbal, graphic, or physical behavior, including any threatening, insulting, or dehumanizing gesture, by a student or adult, that is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably



interfere with the individual's school performance or participation; and may involve but is not limited to:

1. Teasing;
2. Social exclusion;
3. Threat;
4. Intimidation;
5. Stalking;
6. Cyberstalking;
7. Physical violence;
8. Theft;
9. Sexual, religious, disability, [anti-semitic](#) or racial/ethnic harassment;
10. Public or private humiliation; or
11. Destruction of property.

The term *bullying* shall include cyberbullying whether or not specifically stated.

- C. Complainant is defined as any District employee, consultant, contractor, agent, visitor, volunteer, student, or other person who formally or informally makes a report of bullying, orally or in writing.
- D. Cyberbullying means bullying through the use of technology or any electronic communication, which includes, but is not limited to, any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photoelectronic system, or photooptical system, including, but not limited to, electronic mail, internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person, or the knowing impersonation of another person as the author of posted content or messages, if the creation or impersonation creates any of the conditions enumerated in the definition of bullying. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons, if the distribution or posting creates any of the conditions enumerated in the definition of bullying.
- E. Cyberstalking as defined in s. 784.048(1)(d), F.S., means to engage in course of conduct to communicate, or cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.
- F. Harassment means any threatening, insulting or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct directed against a student or school employee.
- G. Bullying, Cyberbullying/Cyberstalking and Harassment also encompass
  1. Placing a student or school employee in reasonable fear of harm to his/her person or damage to his/her property;
  2. Has the effect of substantially interfering with a student's educational performance, opportunities, or benefits; or
  3. Has the effect of substantially negatively impacting a student's or employee's emotional or mental well-being; or
  4. Has the effect of substantially disrupting the orderly operation of a school.

- H. Bullying and harassment also encompass:
1. Retaliation against a student or school employee by another student or school employee for asserting or alleging an act of bullying or harassment. Reporting an act of bullying or harassment that is not made in good faith is considered retaliation.
  2. Perpetuation of conduct listed in the definition of bullying (including cyberbullying) or harassment by an individual or group with intent to demean, dehumanize, embarrass, or cause emotional or physical harm to a student or school employee by:
    - a. Incitement or coercion;
    - b. Accessing or knowingly and willingly causing or providing access to data or computer software through a computer, computer system, or computer network within the scope of the District school system;
    - c. Acting in a manner that has an effect substantially similar to the effect of bullying or harassment.

### III. Behavior Standards

- A. The Okeechobee County School District expects students to conduct themselves as appropriate for their levels of development, maturity, and demonstrated capabilities with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities, and the care of school facilities and equipment.
- B. The District believes that standards for student behavior must be set cooperatively through interaction among the students, parents/legal guardians, staff, and community members producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for District and community property on the part of students, staff, and community members. Because students learn by example, school administrators, faculty, staff, and volunteers will demonstrate appropriate behavior, treat others with civility and respect, and refuse to tolerate bullying or harassment.
- C. Students have the responsibility to conform to reasonable standards or socially acceptable behavior; respect the person, property, and rights of others; obey constituted authority; and respond to those who hold that authority as stated in the *Code of Student Conduct*.
- D. The school district upholds that bullying or harassment of any student or school employee is prohibited:
  1. During any education program or activity conducted by a public K-12 educational institution;
  2. During any school-related or school-sponsored program or activity;
  3. On a school bus of a public K-12 educational institution;
  4. Through the use of data or computer software that is accessed through a computer, computer system, or computer network of a public K-12 education institution within the scope of the school district, meaning regardless of ownership, any computer, computer system, or computer network that is physically located on school property or at a school-related or school-sponsored program or activity; or
  5. Through the use of data or computer software that is accessed at a non-school-related location, activity, function, or program or through the use of technology or

an electronic device that is not owned, leased, or used by a school district or school, if the bullying substantially interferes with or limits the victim's ability to participate in or benefit from the services, activities, or opportunities offered by a school or substantially disrupts the education process or orderly operation of a school.

6. The above section (5) does not require school to staff or monitor any non-school-related activity, function, or program.

IV. Consequences for Committing, or Wrongful and Intentional Accusation of an Act of Bullying or Harassment

- A. Concluding whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances. The physical location or time of access of a computer-related incident cannot be raised as a defense in any disciplinary action.
- B. Consequences and appropriate remedial action for students who commit acts of bullying or harassment or for students found to have wrongfully and intentionally accused another as a means of bullying or harassment may range from positive behavioral interventions up to and including suspension or expulsion, as outlined in the *Code of Student Conduct*.
- C. Consequences and appropriate remedial action for a school employee, found to have committed an act of bullying or harassment, or found to have wrongfully and intentionally accused another as a means of bullying or harassment, shall be determined in accordance with District policies, procedures, and agreements. Additionally, egregious acts of harassment by certified educators may result in a sanction against an educator's state issued certificate as stipulated in the *Code of Ethics and Principles of Professional Conduct of the Education Profession in Florida*.
- D. Consequences and appropriate remedial action for a visitor or volunteer found to have committed an act of bullying or harassment, or found to have wrongfully and intentionally accused another as a means of bullying or harassment, shall be determined by the school administrator after consideration of the nature and circumstances of the act, including possible exclusion from school grounds, and, if appropriate, reported to appropriate laws enforcement officials.

V. Reporting an Act of Bullying or Harassment

- A. At each school, the principal or the principal's designee shall be responsible for receiving complaints alleging violations of this policy.
- B. All school employees are required to report alleged violations of this policy to the principal or the principal's designee.
- C. All other members of the school community, including students, parents/legal guardians, volunteers, and visitors are encouraged to report any act that may be a violation of this policy anonymously or in person to the principal or principal's designee.
- D. The principal of each school in the District shall establish and prominently publicize to students, staff, volunteers, and parents/legal guardians, how a report of bullying or harassment may be filed either in person or anonymously and how this report will be acted upon.
- E. The victim of bullying or harassment, anyone who witnessed the bullying or harassment, and anyone who has credible information that an act of bullying or harassment has taken place may file a report of bullying or harassment.

- F. A school employee, school volunteer, student, parent/legal guardian or other person who promptly reports in good faith an act of bullying or harassment to the appropriate school official and who makes this report in compliance with the procedures set forth in the District policy is immune from a cause of action for damages arising out of the reporting itself or any failure to remedy the reported incident.
- G. Submission of a good faith complaint or report of bullying or harassment will not affect the complainant or reporter's future employment, grades, learning or working environment, or work assignments.
- H. Any written or oral reporting of an act of bullying or harassment shall be considered an official means of reporting such act(s).
- I. Reports may be made anonymously, but formal disciplinary action may not be based solely on the basis of an anonymous report.

#### VI. Investigation of a Report of Bullying or Harassment

- A. The investigation of a reported act of bullying or harassment is deemed to be a school-related activity and shall begin with a report of such an act. Incidents that require a reasonable investigation when reported to appropriate school authorities shall include alleged incidents of bullying or harassment allegedly committed against a child while the child is en route to school aboard a school bus or at a school bus stop.
- B. The principal or designee shall select an individual(s) trained in investigative procedures to initiate the investigation. The person may not be the accused perpetrator (harasser or bully) or victim.
- C. Documented interviews of the victim, alleged perpetrator, and witnesses shall be conducted privately, separately, and shall be confidential. Each individual (victim, alleged perpetrator, and witnesses) will be interviewed separately and at no time will the alleged perpetrator and victim be interviewed together.
- D. The investigator shall collect and evaluate the facts including but not limited to:
  1. Description of incident(s) occurred;
  2. Context in which the alleged incident(s) occurred;
  3. How often the conduct occurred;
  4. Whether there were past incidents or past continuing patterns of behavior;
  5. The relationship between the parties involved;
  6. The characteristics of parties involved, *i.e.*, grade, age;
  7. The identity and number of individuals who participated in bullying or harassing behavior.
  8. Where the alleged incident(s) occurred;
  9. Whether the conduct adversely affected the student's education or educational environment;
  10. Whether the alleged victim felt or perceived an imbalance of power as a result of the reported incident; and
  11. The date, time, and method in which the parents/legal guardians of all parties involved were contacted.
- E. Whether a particular action or incident constitutes a violation of this policy shall require a determination based on all the facts and surrounding circumstances and shall include:
  1. Recommended remedial steps necessary to stop the bullying and/or harassing behavior; and

2. A written final report to the principal.
  - F. The maximum of ten (10) school days shall be the limit for the initial filing of incidents and completion of the investigative procedural steps.
  - G. The highest level of confidentiality possible will be upheld regarding the submission of a complaint or a report of bullying and/or harassment and the investigative procedures that follow.
- VII. Investigation to Determine Whether a Reported Act of Bullying or Harassment is Within the Scope of the District
- A. The principal or designee will assign an individual(s) who is trained in investigative procedures to initiate an investigation of whether an act of bullying or harassment is within the scope of the School District.
  - B. The trained investigator(s) will provide a report on results of investigation with recommendations for the principal to make a determination if an act of bullying or harassment falls within the scope of the District.
    1. If it is within the scope of the District, a thorough investigation shall be conducted.
    2. If it is outside the scope of the District and determined a criminal act, the principal shall refer the incident(s) to appropriate law enforcement.
    3. If it is outside the scope of the District and determined not a criminal act, the principal or designee shall inform the parents/legal guardians of all students involved.
  - C. Users without web-filtering software or users with web-filtering software that is disabled shall be used when complaints of cyberbullying are investigated.
- VIII. Notification to Parents/Guardians of Incidents of Bullying or Harassment
- A. Immediate notification to the parents/legal guardians of a victim of bullying or harassment.
    1. The principal, or designee, shall promptly report via telephone, personal conference, and/or in writing, the occurrence of any incident of bullying or harassment as defined by this policy to the parent or legal guardian of all students involved on the same day an investigation of the incident(s) has been initiated. Notification must be consistent with the student privacy rights under the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA).
    2. If the bullying or harassment incident results in the perpetrator being charged with a crime, the principal, or designee, shall by telephone or in writing by first class mail, inform the parent/legal guardian of the victim(s) involved in the bullying or harassment incident about the Unsafe School Choice Option (No Child Left Behind, Title IX, Part E, Subpart 2, Section 9532) that states ". . . a student who becomes a victim of a violent criminal offense, as determined by State law, while in or on the grounds of a public elementary school or secondary school that the student attends, be allowed to attend a safe public elementary school or secondary school within the local educational agency, including a public charter school."
  - B. Immediate notification to the parents/legal guardians of the perpetrator of an act of bullying or harassment.  
 The principal, or designee, shall promptly report via telephone, personal conference, and/or in writing, the occurrence of any incident of bullying or harassment as

defined by this policy to the parent or legal guardian of all students involved on the same day an investigation of the incident(s) has been initiated. Notification must be consistent with the student privacy rights under the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA).

- C. Notification to local agencies where criminal charges may be pursued.

Once the investigation has been completed and it has been determined that criminal charges may be pursued against the perpetrator, all appropriate local law enforcement agencies will be notified by telephone and/or in writing.

#### IX. Referral of Victims and Perpetrators of Bullying or Harassment for Counseling

When bullying or harassment is suspected or when a bullying or harassment incident is reported, counseling services shall be made available to the victim(s), perpetrator(s), and parents/guardians.

- A. The teacher or parent/legal guardian may request informal consultation with school staff (specialty staff, *e.g.*, school counselor, school psychologist) and/or crisis counselor to determine the severity of concern and appropriate steps to address the concern. The teacher may request that the involved student's parents or legal guardians are included.
- B. School personnel or the parent/legal guardian may refer a student to the school-based intervention team or equivalent school-based team with a problem-solving focus for consideration of appropriate services. Parent or legal guardian involvement shall be required when the student is referred to the school-based intervention team.
- C. If a formal discipline report or formal complaint is made, the principal or designee must refer the student(s) to the school-based intervention team for determination of counseling support and interventions. Parent or legal guardian involvement shall be required.
- D. A school-based component to address intervention and assistance shall be utilized by the intervention team. The school-based intervention team may recommend:
  1. Counseling and support to address the needs of the victims of bullying or harassment;
  2. Research-based counseling or interventions to address the behavior of the students who bully and harass others, *e.g.*, empathy training, anger management, small group counseling, and/or classroom training; and/or
  3. Research-based counseling or interventions which include assistance and support provided to parents/legal guardians, if deemed necessary or appropriate.

#### X. Reporting Incidents of Bullying and Harassment

- A. Incidents of bullying or harassment shall be reported in the school's report of data concerning school safety and discipline data required under Florida Statute. The report shall include each incident of bullying or harassment and the resulting consequences, including discipline and referrals. Cyberbullying incidents shall be included within the bullying incidents category. The report shall also include each reported incident of bullying or harassment that did not meet the criteria of a prohibited act under this section with recommendations regarding such incidents.
- B. The District will utilize Florida's School Environmental Safety Incident Reporting (SESIR) Statewide Report on School Safety and Discipline Data, which includes bullying and harassment as incident codes as well as bullying-related as a related element code.

1. Bullying and/or harassment incidents shall be reported in SESIR with the bullying (BUL) or harassment (HAR) code. Unsubstantiated incidents of bullying or harassment shall be coded UBL or UHR.
  2. If the bullying/harassment results in any of the following SESIR incidents, the incident will be coded appropriately using the relevant incident code and the bullying-related code. Such incidents are:
    - a. Alcohol
    - b. Arson
    - c. Battery
    - d. Breaking and Entering
    - e. Disruption on Campus
    - f. Drug Sale/Distribution Excluding Alcohol
    - g. Drug Use/Possession Excluding Alcohol
    - h. Fighting
    - i. Homicide
    - j. Kidnapping
    - k. Larceny/Theft
    - l. Robbery
    - m. Sexual Battery
    - n. Sexual Harassment
    - o. Sexual Offenses
    - p. Threat/Intimidation
    - q. Trespassing
    - r. Tobacco
    - s. Vandalism
    - t. Weapons Possession
    - u. Other Major (Other major incidents that do not fit within the other definitions)
- C. Discipline and referral data shall be recorded in Student Discipline/Referral Action Report and Automated Student Information System.
  - D. The District shall provide bullying incident, discipline, and referral data to the Florida Department of Education in the format requested, through Surveys 2, 3, and 5 from Education Information and Accountability Services, and at designated dates provided by the Department.
  - E. Data reporting on bullying, harassment, unsubstantiated bullying, unsubstantiated harassment, sexual harassment, and threat/intimidation incidents as well as any bullying-related incidents that have as a basis sex, race, or disability shall include the incident basis. Victims of these offenses shall also have the incident basis (sex, race, or disability) noted in their student records.

XI. Instruction on Identifying, Preventing, and Responding to Bullying or Harassment

- A. The District shall ensure that schools sustain healthy, positive, and safe learning environments for all students. It is committed to maintain a social climate and social norms in all schools that prohibit bullying and harassment. This requires the efforts of everyone in the school environment – teachers; administrators; counselors; school nurses; other non-instructional staff such as bus driver, custodians, food service personnel, media specialists; parents/legal guardians; and students.
- B. Students, parents/legal guardians, teachers, all non-instructional staff members, school administrators, counseling staff, and school volunteers shall be given instruction at a minimum on an annual basis on the District's policy and regulations

against bullying and harassment. The instruction shall include evidence-based methods of preventing bullying and harassment as well as how to effectively identify and respond to bullying in schools.

- C. The District shall establish a list of programs that provide instruction to students, parents, teachers, school administrators, counseling staff, and school volunteers on identifying, preventing, and responding to bullying and harassment including instruction on recognizing behaviors that lead to bullying and harassment and taking appropriate preventive action based on those observations. The list of authorized programs shall be available at each school, District offices, and on the District website.

XII. Reporting to a Victim's Parents/Legal Guardians the Legal Actions Taken to Protect the Victim

The principal or designee shall by telephone, personal conference, and/or in writing report the occurrence of any incident of bullying or harassment as defined by this policy to the parent or legal guardian of all students involved on the same day an investigation of the incident has been initiated. According to the level of infraction, parents/legal guardians will be notified by telephone, personal conference, and/or writing of actions being taken to protect the child; the frequency of notification will depend on the seriousness of the bullying or harassment incident. Notification must be consistent with the student privacy rights under the applicable provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA).

XIII. Publicizing the Policy

- A. At the beginning of each school year, the Superintendent or designee shall in writing, inform school staff, parents/legal guardians, or other persons responsible for the welfare of a student of the District's student safety and violence prevention policy.
- B. Each District school shall provide notice to students and staff of this policy through appropriate references in the *Code of Student Conduct* and employee handbooks and through other reasonable means.
- C. The Superintendent shall also make all contractors contracting with the District aware of this policy.
- D. Each school principal shall develop an annual process for discussing the school district policy on bullying and harassment with students in a student assembly or other reasonable format.
- E. Reminders of the policy and bullying prevention messages such as posters and signs will be displayed around each school and on the District school buses.

XIV. Review of Policy

The Superintendent and appropriate staff shall review this policy at a minimum every three (3) years. The review shall include input from parents, law enforcement, and other community members. The Superintendent shall present the policy and any recommended changes to the School Board for consideration.



STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.  
LAWS IMPLEMENTED: 1001.43, 1003.04, 1003.31, 1003.32, 1006.07, 1006.08, 1006.09,  
1006.10, 1006.147, F.S.; 20 USC 1232g  
STATE BOARD OF EDUCATION RULES: 6B-1.006, F.A.C.  
HISTORY: Adopted: 06/12/2007  
Revision Date(s): 11/18/2008, 03/11/2014, 09/10/2015,  
07/12/2016, 07/11/2017, [01/21/2020](#)  
Formerly: New

©EMCS

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **AMENDMENT OF BOARD POLICY 6.81 INSTRUCTIONAL EMPLOYEE PERFORMANCE CRITERIA**

**DATE:** December 10, 2019

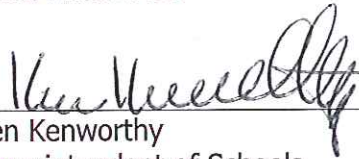
RECOMMENDATION:

That the Board approve amendment of Board Policy 6.81 Instructional Employee Performance Criteria.

BACKGROUND INFORMATION:

The proposed revision of Policy 6.81 is required by F.S. 1012.731 to provide criteria for disbursement of Best and Brightest Recognition funds. Advertisement of intent to amend Policy 6.81\* was approved by the School Board on November 12, 2019, and legally advertised to the public on November 13, 2019, as required by Chapter 120, Administrative Procedures Act, Florida Statutes. Policy 6.81, with revisions noted, is attached and is also available upon request in the Superintendent's office.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools



# THE SCHOOL BOARD OF OKEECHOBEE COUNTY

## Chapter 6.00: Personnel

6.81\*+

### ***INSTRUCTIONAL EMPLOYEE PERFORMANCE CRITERIA***

#### **POLICY**

- I. The Superintendent or designee shall develop and present, for School Board approval, instructional employee performance criteria and/or measures. Such performance criteria and/or measures shall be consistent with statutory requirements but may include additional elements as deemed appropriate. Student performance data shall be used in the evaluation of instructional personnel.
- II. Instructional personnel shall be informed of the criteria for assessment including the use of student performance data and indicators of student learning growth.
- III. The Superintendent shall submit the instructional performance appraisal system to the Department of Education for approval.
- IV. The performance criteria for 2019-20 Best and Brightest Recognition Program is as follows:
  - A. The Okeechobee County School District and Okeechobee County Education Association have negotiated a Memorandum of Agreement regarding the process for the implementation of this program.
  - B. Employee must meet the definition of Instructional Personnel as outlined in F.S. 1012.01(2);
  - C. Employee must have received an effective or higher rating on the 2018-19 Okeechobee County Summative Instructional Appraisal or the Non-Instructional Employee Evaluation instrument;
  - D. To be eligible, the individual must have been employed on October 9, 2019 and the date of ratification.
  - E. Pre-K instructional personnel and instructional personnel from Okeechobee Youth Correction Center will be eligible for the program as stipulated in the Memorandum of Agreement with the Okeechobee County Education Association.
  - F. Instructional personnel are deemed to have been selected by their Supervisor/Principal if they have received a performance rating of effective or higher.

STATUTORY AUTHORITY:	1001.41, 1012.22, 1012.23, F.S.	
LAWS IMPLEMENTED:	1001.43, 1008.22, 1008.36, 1012.22, 1012.27, 1012.34, F.S.	
STATE BOARD OF EDUCATION RULES:		
HISTORY:	Adopted:	07/14/1998
	Revision Date(s):	01/09/2001, 04/14/2015, <u>12/10/2019</u>
	Formerly:	C-40
©EMCS		

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT: RATIFICATION OF CONTRACT WITH INSTRUCTIONAL UNIT FOR 2019-20**

**DATE:** December 10, 2019

RECOMMENDATION:

That the Board ratify proposals for the 2019-20 Instructional Contract between the School Board and Okeechobee County Education Association #1604 to be effective July 1, 2019, through June 30, 2020.

BACKGROUND INFORMATION:

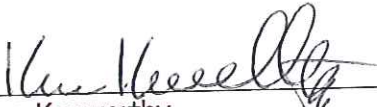
The proposals have been negotiated and tentatively agreed upon by the parties.

The Instructional bargaining unit will conduct a ratification vote the week of December 2, 2019. The results will be shared at the Board meeting.

For      Against

The negotiated items are included in Board member agendas and are available upon request in the Superintendent's office.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT: RATIFICATION OF CONTRACT WITH CLASSIFIED UNIT FOR 2019-20**

**DATE:** December 10, 2019

RECOMMENDATION:

That the Board ratify proposals for the 2019-20 Classified Contract between the School Board and Okeechobee County Education Association #1604 to be effective July 1, 2019, through June 30, 2020.

BACKGROUND INFORMATION:

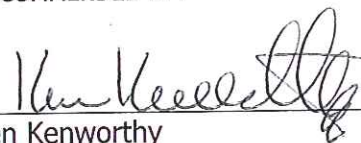
The proposals have been negotiated and tentatively agreed upon by the parties.

The Classified bargaining unit will conduct a ratification vote the week of December 2, 2019. The results will be shared at the Board meeting.

For      Against

The negotiated items are included in Board member agendas and are available upon request in the Superintendent's office.

RECOMMENDED BY:



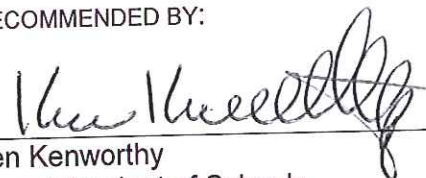
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** APPOINTMENT OF BOARD MEMBER TO THE OKEECHOBEE COUNTY ECONOMIC DEVELOPMENT CORPORATION BOARD  
**DATE:** December 10, 2019

RECOMMENDATION:

That the Board appoint one (1) member to serve on the Okeechobee County Economic Development Corporation Board.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **BID AND CONTRACT FOR CONTINUING ROOFING CONSULTANT SERVICES WITH ROOF ASSESSMENT SPECIALISTS, INC.**  
**DATE:** December 10, 2019

RECOMMENDATION:

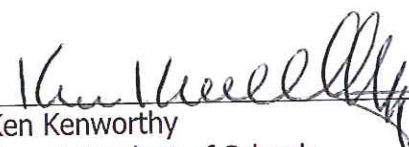
That the Board approve a bid and contract for Continuing Roofing Consultant Services with Roof Assessment Specialists, Inc., per the fee schedule in the RFP (Attachment B)

BACKGROUND INFORMATION:

After issuing an invitation to bid, one bid was received. The bid opening occurred on November 22, 2019, until 12:00 PM in the office of the Director of Operations.

The bid tab sheet, award letter, Attachment B (pricing) and contract are included in Board member agendas. All bid documentation is available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** FIVE-YEAR DISTRICT FACILITIES WORK PROGRAM  
**DATE:** December 10, 2019

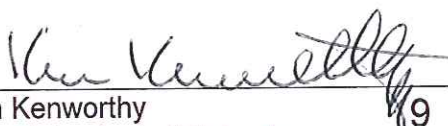
RECOMMENDATION:

That the Board approve the Five-Year District Facilities Work Program for Fiscal Years 2019-2023. As a supplement to the Five-Year Plan, a Facility Study will be presented by CRA Architects to determine the short and long term needs across the District.

BACKGROUND INFORMATION:

The plan will be provided at the Board meeting and will be available upon request in the office of the Director of Operations. A portion of the Facility Study is attached and available upon request in the Office of the Director of Operations.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools



**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **PURCHASE OF 250 CHROMEBOOKS AND 250 LICENSES FROM HOWARD TECHNOLOGY SOLUTIONS**

**DATE:** December 10, 2019

RECOMMENDATION:

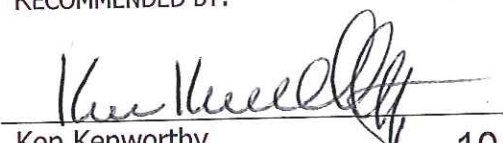
That the Board approve Quote-KH6 975670.00 from Howard Technology Solutions to purchase 250 replacement Lenova Chromebooks and the accompanying Subscription for 250 Academic Licenses at the cost of \$44,750.00.

BACKGROUND INFORMATION:

This is a one-time purchase from Howard Technology Solutions to replace 250 Chromebooks that are irreparable and to purchase the accompanying 250 Academic Licenses.

The agreement and quotes are included in Board member agendas and are available upon request from the Director of Information Technology.

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **EVERGLADES DRAINAGE**  
**DATE:** December 10, 2019

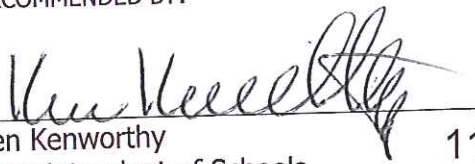
RECOMMENDATION:

That the Board approve the proposal from Shenandoah Construction in the amount of \$33,937.50 for repair of the culvert at Everglades Elementary School leading to the canal.

BACKGROUND INFORMATION:

The existing concrete pipe has collapsed and needs to be repaired. The project includes installation of a 24 inch cured-in-place pipe. The pricing on the proposal is based off of a piggy back of construction awarded to Broward College. The proposal and piggy back bid are attached and also available upon request in the Superintendent's office.

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **SPECIAL FACILITIES**  
**DATE:** December 10, 2019

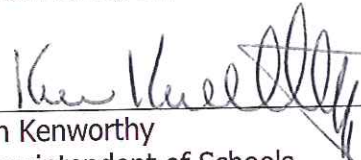
RECOMMENDATION:

That the Board grant permission to the Superintendent to send a letter to the Department of Education, Office of Education Facilities, requesting the Special Facilities Construction Account Pre-application committee visit the District to determine if Okeechobee High School meets the criteria of being a "critical need".

BACKGROUND INFORMATION:

Following Florida Statute 1013.64 school districts must request the pre-application review before February 1. Additional information will be provided at the Board meeting.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **SCHOOL BOARD SOUTHWEST SECTION PROPERTY**  
**DATE:** December 10, 2019

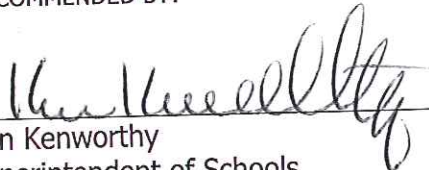
RECOMMENDATION:

That the Board determine if there is any interest in selling approximately 2 acres of the 41.5 acres owned by the School Board, along with donation of an easement along the perimeter of the southwest section of the property located near Oak Park.

BACKGROUND INFORMATION:

The Okeechobee Utility Authority is in the early development of a sewer project in the southwest area of Okeechobee. The property will be used to construct a vacuum station, a pump station, a generator, storm water retention and landscaping. A description of the property and project is included in the Board Member packets and available from the Superintendent's Office by request.

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools 13

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **AGREEMENT FOR CONTINUING PROFESSIONAL ARCHITECTURAL SERVICES WITH ARCHITECTS DESIGN COLLABORATIVE**

**DATE:** December 10, 2019

RECOMMENDATION:

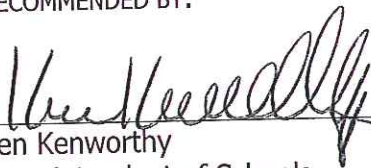
That the Board approve this agreement with Architects Design Collaborative to provide professional Architectural services on a continuing basis acting as an independent contractor. The initial agreement is for one (1) year commencing December 10, 2019, through December 10, 2020, with renewal options for up to two (2) additional one-year periods.

BACKGROUND INFORMATION:

This is an annual term contract for an indeterminate amount for Continuing Professional Architectural Services. See Exhibit "A" for Fee schedule and Exhibit "B" for the Schedule of Reimbursable Expenses.

This Agreement is included in Board member agendas available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:



Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **AGREEMENT FOR CONTINUING PROFESSIONAL ARCHITECTURAL SERVICES WITH DONADIO & ASSOCIATES ARCHITECTS, P.A.**

**DATE:** December 10, 2019

RECOMMENDATION:

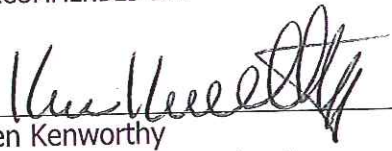
That the Board approve this agreement with Donadio & Associates Architects, P.A. to provide professional Architectural services on a continuing basis acting as an independent contractor. The initial agreement is for one (1) year commencing December 10, 2019, through December 10, 2020, with renewal options for up to two (2) additional one-year periods.

BACKGROUND INFORMATION:

This is an annual term contract for an indeterminate amount for Continuing Professional Architectural Services. See Exhibit "A" for Fee schedule and Exhibit "B" for the Schedule of Reimbursable Expenses.

This Agreement is included in Board member agendas available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **AGREEMENT FOR CONTINUING PROFESSIONAL ARCHITECTURAL SERVICES WITH CASTELLANOS & TRAMONTE ARCHITECTS**

**DATE:** December 10, 2019

RECOMMENDATION:

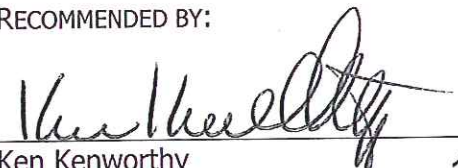
That the Board approve this agreement with Castellanos & Tramonte Architects to provide professional Architectural services on a continuing basis acting as an independent contractor. The initial agreement is for one (1) year commencing December 10, 2019, through December 10, 2020, with renewal options for up to two (2) additional one-year periods.

BACKGROUND INFORMATION:

This is an annual term contract for an indeterminate amount for Continuing Professional Architectural Services. See Exhibit "A" for Fee schedule and Exhibit "B" for the Schedule of Reimbursable Expenses.

This Agreement is included in Board member agendas available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **AGREEMENT FOR CONTINUING PROFESSIONAL ARCHITECTURAL SERVICES WITH  
CRA ARCHITECTS**

**DATE:** December 10, 2019

RECOMMENDATION:

That the Board approve this agreement with CRA Architects to provide professional Architectural services on a continuing basis acting as an independent contractor. The initial agreement is for one (1) year commencing December 10, 2019, through December 10, 2020, with renewal options for up to two (2) additional one-year periods.

BACKGROUND INFORMATION:

This is an annual term contract for an indeterminate amount for Continuing Professional Architectural Services. See Exhibit "A" for Fee schedule and Exhibit "B" for the Schedule of Reimbursable Expenses.

This Agreement is included in Board member agendas available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools



**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **AGREEMENT FOR CONTINUING PROFESSIONAL ARCHITECTURAL SERVICES WITH WILLIAMSON, DACAR, DONAUDY**

**DATE:** December 10, 2019

RECOMMENDATION:

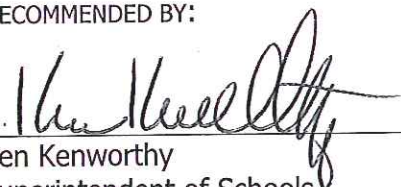
That the Board approve this agreement with Williamson, Dacar, Donaudy to provide professional Architectural services on a continuing basis acting as an independent contractor. The initial agreement is for one (1) year commencing December 10, 2019, through December 10, 2020, with renewal options for up to two (2) additional one-year periods.

BACKGROUND INFORMATION:

This is an annual term contract for an indeterminate amount for Continuing Professional Architectural Services. See Exhibit "A" for Fee schedule and Exhibit "B" for the Schedule of Reimbursable Expenses.

This Agreement is included in Board member agendas available upon request from Brian Barrett, Director of Operations.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

To: The Okeechobee County School Board

FROM: Ken Kenworthy, Superintendent of Schools

SUBJECT: **REVISIONS TO PERSONNEL ALLOCATIONS FOR 2019-20**

DATE: December 10, 2019

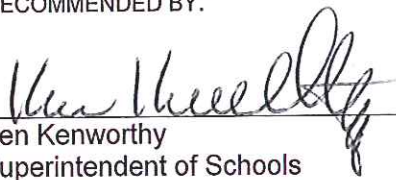
RECOMMENDATION:

That the Board approve the following revisions to personnel allocations for the 2019-2020 fiscal year:

**Non-Instructional Personnel**

<u>Action</u>		<u>#</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
<u>Add</u>	<u>Delete</u>				
	✓	1	Receptionist	Okeechobee High School	01-06-2020
✓		1	School Bookkeeper, 229 Day Pay Grade (2)	Okeechobee High School	01-06-2020

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools

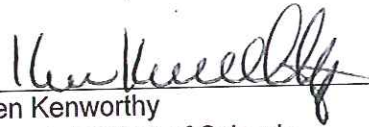
**TO:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **EMPLOYMENT OF PERSONNEL**  
**DATE:** December 10, 2019

RECOMMENDATION:

That the following personnel be employed:

<u>Name</u>	<u>Position</u>	<u>School or Center</u>	<u>Effective Date</u>
Allen, Robert	Paraprofessional-ESE, Ages 6-21	Yearling Middle School	11/05/2019
Belcher, Jennifer	Bus Driver, Permanent Substitute	Transportation	10/25/2019
Cendejas, Leslie	Paraprofessional-Local Youth Coordinator	Instructional Services	11/13/2019
Fonseca, Dezirae	Paraprofessional-Pre-K	Okeechobee Achievement Academy	11/04/2019
Gold, Vickie OOF-ESE & Primary Ed	Teacher, Pre-K Handicap	Okeechobee Achievement Academy	11/06/2019
Joachim, Rebecca	Bus Driver, Permanent Substitute	Transportation	10/30/2019
Jordan, Scott	Bus Driver, Permanent Substitute	Transportation	11/06/2019
Knight, Jennifer OOF-Elementary Ed	Teacher, VE (Full-Time)	Yearling Middle School	08/01/2019
Loschiavo, Krista	Teacher, Second Grade	Central Elementary School	11/18/2019
Moore, Minnie	Paraprofessional, ESE Ages 3-5	Okeechobee Achievement Academy	11/07/2019
Myers, Jeanne OOF-Elementary Ed	Teacher, VE (Full Time)	North Elementary School	11/07/2019
Navarrete, Alexandra	Data Processor	North Elementary School	11/19/2019
Poole, Mary	Teacher, Reading-Senior High	OHS/OFC	11/06/2019
Randazzo, Rose	Bus Aide, ESE, Pre-K	Transportation	10/31/2019
Rehkamp, Connie	Teacher, Social Studies-M/J	Osceola Middle School	11/04/2019
Robedeau, Jamie	Food Service Assistant	North Elementary School	11/04/2019
Souders, Robert	Teacher, Science-Senior High	OHS/OFC	08/01/2019
Todd, Ana OOF-ESE & Elem Ed	Teacher, First Grade	Everglades Elementary School	11/11/2019
Usher, Kyrstin	Teacher, VE (Full Time)	Okeechobee High School	11/05/2019

RECOMMENDED BY:

  
 Ken Kenworthy  
 Superintendent of Schools

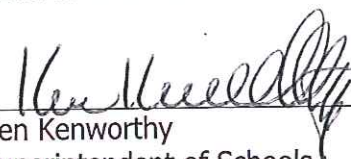
**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **EMPLOYMENT OF TEMPORARY PERSONNEL**  
**DATE:** December 10, 2019

RECOMMENDATION:

That the following temporary personnel be employed as needed:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Attaway, Glen	Assistant Varsity Football Coach	07/29/2019
Boon, Jack	Head Swimming Coach	07/29/2019
Carver, Amanda	Rock Solid Christian Academy, Tutor	10/16/2019
Johnson, Jan	Douglas Brown, Tutor	10/22/2019
Karratti II, Myron Kalani	9 <sup>th</sup> Grade Volleyball Coach	07/29/2019
Monroy, Margaret	Food Service, Substitute	10/25/2019
Murphy, Morgan	Rock Solid Christian Academy, Tutor	10/16/2019
Padrick, Taylor	Head Varsity Volleyball Coach	07/29/2019
Riles, Demetre	JV Football Coach	07/29/2019
Riles, Demetre	Assistant Varsity Girls Basketball Coach	10/28/2019
Riles, Demetre	Head Varsity Boys Basketball Coach	11/04/2019
Shanks, DeForest	JV Football Coach	07/29/2019
Shanks, DeForest	Head JV Boys Basketball Coach	11/04/2019
Smith, Joseph	Assistant Varsity Football Coach	07/29/2019

RECOMMENDED BY:

  
 Ken Kenworthy  
 Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** RESIGNATION, TERMINATION, AND SUSPENSION OF EMPLOYMENT  
**DATE:** December 10, 2019

RECOMMENDATION:

That resignations for the following personnel be accepted:

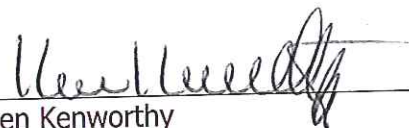
Name	Position	School or Center	Effective Date
Harwas, Lisa Retirement	Teacher, First Grade	Seminole Elementary School	01/06/2020
Helton, Robert Retirement	Paraprofessional, Title I	South Elementary School	01/06/2020
Lammermeier, Amanda	Teacher, First Grade	Everglades Elementary School	11/11/2019
Smith, Lisa	Bus Driver, 6 HR	Transportation	12/03/2019
Todd, Ana	Paraprofessional, ESOL	Everglades Elementary School	11/11/2019
Wright, Shalonda	Bus Driver, 6 HR	Transportation	01/07/2020

That the resignation of Tyler Crenshaw, Paraprofessional, ESE, Okeechobee High School, be accepted with prejudice effective November 5, 2019, due to lack of sufficient notice.

That Jeanna Donoho, Teacher, Social Studies, Osceola Middle School, be terminated as a probationary employee effective November 18, 2019, in accordance with Florida Statute 1012.335.

That the resignation of Kimberly Willits, Teacher, Fifth Grade, South Elementary School, be accepted with prejudice effective December 2, 2019, due to lack of sufficient notice.

Recommended By:

  
 Ken Kenworthy  
 Superintendent of Schools

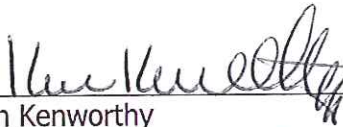
**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **TRANSFER OF PERSONNEL**  
**DATE:** December 10, 2019

RECOMMENDATION:

That the following personnel transfers be approved:

<u>Name</u>	<u>Transfer From</u>	<u>Transfer To</u>	<u>Effective Date</u>
Finch, Christine	Teacher, TSA Intervention Specialist Okeechobee Achievement Academy	Teacher, Crisis Counselor Behavioral Support & Mental Health	11/13/2019
Fraser, Camren	Food Service Assistant-6 HR Okeechobee Achievement Academy	Custodian II Seminole Elementary School	12/02/2019
Maggio, Christine	Teacher, VE (Full Time) North Elementary School	Teacher, VE (Full Time) Seminole Elementary School	10/21/2019
Roberson, Shelley	Food Service Assistant North Elementary School	Food Service Assistant Central Elementary School	10/29/2019
Syple, Kimberly OOF-Reading	Teacher, Third Grade Seminole Elementary School	Teacher, Reading Coach-Elementary Central Elementary School	01/06/2020
Whiteside, RaeAnn	Teacher, Reading Coach-Elementary Central Elementary School	Teacher, Behavior Specialist Behavioral Support & Mental Health	11/05/2019

RECOMMENDED BY:

  
 Ken Kenworthy  
 Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **LEAVE REQUESTS**  
**DATE:** December 10, 2019

RECOMMENDATION:

That the following leaves of absence be approved:

<u>Name</u>	<u>School</u>	<u>Leave Type</u>	<u>From</u>	<u>Through</u>
Castaneda, Maribel	Everglades Elementary School	Short Term	12/04/2019 - 01/10/2020 Total not to exceed 60 days	
Ellis, Jennifer	Everglades Elementary School	Short Term	11/18/2019 - 01/06/2020 Total not to exceed 60 days	
Kaufman, Jane	Instructional Services	Short Term	11/22/2019 - 03/06/2020 Total not to exceed 60 days	
Mangold, Jennifer Revised	Okeechobee Achievement Academy	Short Term	10/25/2019 - 12/11/2019 Total not to exceed 60 days	
McCoy, Patricia	Instructional Services	Short Term	09/06/2019 - 12/06/2019 Total not to exceed 60 days	
Ungerott, Morgan	Okeechobee High School	Short Term	10/21/2019 - 01/23/2020 Total not to exceed 60 days	
Zeller, Tomi	Central Elementary School	Short Term	12/02/2019 - 12/20/2019 Total not to exceed 60 days	

RECOMMENDED BY:

  
 Ken Kenworthy  
 Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **ADDITIONS TO SUBSTITUTE TEACHERS FOR 2019-2020**  
**DATE:** December 10, 2019

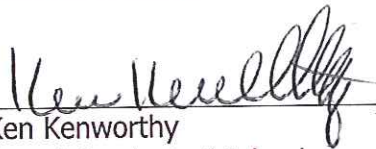
RECOMMENDATION:

That the following personnel be added to the Substitute Teacher List for the 2019-2020 school year:

<u>Name</u>	<u>Rank</u>
Britt, Marty	I
Dixon, Nashay	II
Figley, Felicia	I
Hartman Annette	II
Johnson, Shelby	I
Rucks, Catherine	III
Steiert, Stephen	I
Wigfall Devion	I
Wilm, Susanne	III

Rank I – Less than 60 college credit hours  
Rank II – 60 or more college credit hours  
Rank III – Bachelor's degree or higher

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools



**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **PAYMENTS TO PERSONNEL**  
**DATE:** December 10, 2019

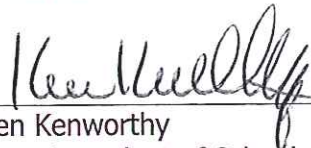
RECOMMENDATION:

That the Board approve the following payments to personnel:

<u>Name/Group</u>	<u>Purpose</u>	<u>Rate of Pay</u>	<u>Time Period (Maximum)</u>	<u>Funding Source</u>
Kellner, Jennifer	ESOL Endorsement - 300 hours	\$1,000.00	12/02/18- 10/13/19	#1037 – ESOL Training

Note: All professional development shall comply with provisions in the negotiated personnel contracts.

RECOMMENDED BY:

  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** TITLE I, PART A GRANT APPLICATION FOR IMPROVING THE ACADEMIC ACHIEVEMENT OF DISADVANTAGED  
**DATE:** December 10, 2019

RECOMMENDATION:

That the Board approve the Title I, Part A, Grant application for Improving the Academic Achievement of the Disadvantaged in the amount of \$2,279,768.00 for the 2019-2020 fiscal year.


BACKGROUND INFORMATION:

This is a renewal grant application. Title I, Part A, funds reading coaches and paraprofessionals at Title I schools. It also funds supplemental materials, equipment and professional development for teachers in Title I schools. The funded amount reflects an increase of \$4,451.00 from the 2018-2019 project year.

All professional development shall comply with provisions in the negotiated personnel contracts.

The grant application/award pages and budget pages are included in Board member agendas. The complete application is available upon request in the office of the Coordinator of Grants & Special Programs.

RECOMMENDED BY:

  
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Ken Kenworthy 27  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **AGREEMENT WITH RAULERSON HOSPITAL FOR STUDENT CLINICAL EXPERIENCE**  
**DATE:** December 10, 2019

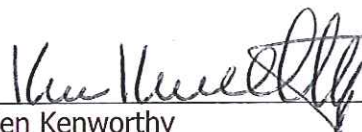
RECOMMENDATION:

That the Board approve an Affiliation Agreement with Okeechobee Hospital Inc. d/b/a Raulerson Hospital, effective December 1, 2019, through November 30, 2021, to provide clinical experience for the Okeechobee High School Nursing Assistant program.

BACKGROUND INFORMATION:

This agreement will allow students in the Nursing Assistant program to gain clinical experience through application of knowledge and skills in actual patient-centered situations in a health care facility. Raulerson Hospital has agreed to make its facility available for clinical experience as allowed by the agreement. The agreement is included in Board member agendas and is available upon request from the Director of Student Services.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board

**FROM:** Ken Kenworthy, Superintendent of Schools

**SUBJECT:** **MONTHLY FINANCIAL STATEMENT FOR SEPTEMBER, 2019**

**DATE:** December 10, 2019

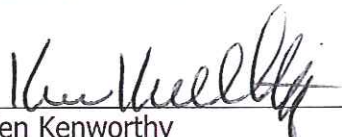
RECOMMENDATION:

That the Monthly Financial Statement for October, 2019, be accepted and filed as part of public record.

BACKGROUND INFORMATION:

The Financial Statement is included in Board member agendas and is available upon request from the Director of Finance.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **BUDGET AMENDMENT #4 FOR OCTOBER, 2019**  
**DATE:** December 10, 2019

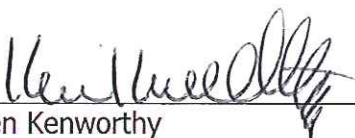
RECOMMENDATION:

That Budget Amendment #4 for October, 2019, be approved.

BACKGROUND INFORMATION:

The Budget Amendment is included in Board member agendas and is available upon request from the Director of Finance.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools

**To:** The Okeechobee County School Board  
**FROM:** Ken Kenworthy, Superintendent of Schools  
**SUBJECT:** **WARRANT REGISTER FOR NOVEMBER, 2019**  
**DATE:** December 10, 2019

RECOMMENDATION:

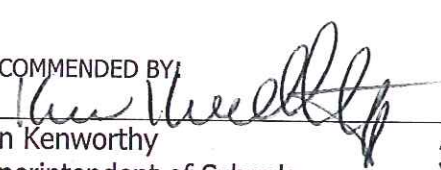
That the Warrant Register for November, 2019, be approved as follows:

General Disbursement Account – Warrants #174541 thru #174818 and ACH #192000591 thru #192000665 and Wire Transfers #201900267 thru #201900504

Operating General Fund	\$1,824,201.33
Federal Programs Fund	17,115.82
Food Service Fund	174,480.96
Capital Improvement Fund	<u>224,137.06</u>
Total	\$ 2,239,935.17

\*Also included are October 2019 wires totaling \$1,172,531.92 from Operating General Fund.

RECOMMENDED BY:

  
\_\_\_\_\_  
Ken Kenworthy  
Superintendent of Schools