Hernando School District

School Board Regular Meeting

Agenda - Final

Tuesday, September 24, 2024 **6:00 PM** **District Office-Board Room**
919 N. Broad Street
Brooksville, FL

CALL TO ORDER

REFLECTION

by Gus Guadagnino, Board Member

PLEDGE OF ALLEGIANCE by Westside Elementary School

ADOPTION OF AGENDA

1. **25-2588** Approval to adopt the agenda dated 9/24/2024.

ELECTED OFFICIALS

PRESENTATIONS

2. **25-2111** Recognition of the September HCSD Veteran

   Attachments: Budget Sheet - NO Financial Impact

3. **25-2594** Update on the Half Cent Sales Tax Accountability Committee

   Attachments: Budget Sheet Sept 2021 Revised NO Financial Impact ACC

PROCLAMATIONS/RESOLUTIONS

4. **25-2563** Approve Proclamation No. P25-001, Proclaim the First Two (2) Weeks of October as Disability History and Awareness Weeks.

   Attachments: Proclamation No P25-001 Disability History and Awareness Weeks 2024
   2024 FL Statues Section 1003.4205 Disability History and Awareness
   Budget Sheet Sept 2021 Revised NO Financial Impact ACC

APPROVAL OF THE MINUTES

5. **25-2589** Approval of the Minutes from the Workshop, Final Public Budget Hearing, and Regular School Board Meeting of 9/10/2024.

Attachments: 09-10-24 Workshop Minutes DRAFT
09-10-24 Final Budget Hearing Minutes with links DRAFT
09-10-24 Meeting Minutes with links DRAFT

PUBLIC HEARING ITEMS

6. **25-2551** Public Hearing and Final Approval of the 2025-2026 Magnet Program Procedures. This item received tentative approval at the August 27, 2024, Board Workshop.

Attachments: 2025-2026 Magnet Program Procedures Outline of Revisions
2025-2026 Magnet Program Procedures Strike Through Copy
2025-2026 Magnet Program Procedures Clean Copy
Budget Sheet Sept 2021 Revised NO Financial Impact ACC

7. **25-2552** Public Hearing and Final Approval of the 2025-2026 Controlled Choice Plan. This item received tentative approval at the August 24, 2024, Board Workshop.

Attachments: 2025-2026 Controlled Choice Plan Outline of Revisions
2025-2026 Controlled Choice Plan - Strike Through Copy (2)
2025-2026 Controlled Choice Plan - Clean Copy (2)
Budget Sheet Sept 2021 Revised NO Financial Impact ACC (2)

EXPULSION RECOMMENDATIONS

8. **25-2573** Enter a Final Order Expelling the Student in Case No. E2024-08-02 for one (1) Year.

Attachments: Budget Sheet NEW Nov-2021-ACC No Impact

CITIZEN INPUT ON AGENDA ITEMS (GREEN FORMS)

9. **25-2590** Citizen Input on agenda items (Green Form)

Attachments: Citizen Input Speaker Green Form 031424 ACC

ADOPTION OF CONSENT AGENDA (#10-29)

Personnel Recommendations

10. **25-2579** Approval of the Personnel Recommendations

Attachments: 24-25 BOARD AGENDA SEPTEMBER 24 2024
9-24-24 Core OOF for Agenda
9.24.24 ESOL for Agenda
24-25 ESOL reapproval
9-24-24 Gifted OOF for Agenda
9-24-24 ATS OOF for Agenda
2025 Inst. Supplements & Differentiated Pay for 9-24-24
2025 Noninst., PTS & Adm. Supplements for 9-24-24

All Other Teaching & Learning Agenda Items

11. **25-2532** Approve out of state travel for Christopher Clifford and Brandon Wright from D. S. Parrott Middle School to Nashville, Tennessee to attend the 2024 Annual Conference for Middle Level Education on November 6-9, 2024.

Attachments: AMLE Conference
Schedule at a Glance - AMLE24
Clifford AMLE
Wright AMLE
approved leave
Updated budget sheets

12. **25-2562** Approve the Cooperative Agreement with You Thrive Florida Children's Advocacy Center for the 2024-2025 School Year.

Attachments: Final signed - Coop Agreement 30 - stamped
Standard Addendum to Agreements & PUR 1355-HCSB
Affidavit Human Trafficking - ATTY STAMPED (1)
Budget Sheet NO IMPACT

13. **25-2574** Approve overnight field trip for Weeki Wachee High School Volleyball to Venice, FL to attend the Battle of the Beach Tournament on September 26, 2024 to September 28, 2024.

Attachments: SB Volleyball Letter
Clark Miller TDL
Volleyball Budget Form

14. **25-2578** Approval and Permission to Post the 2024-2025 State Uniform Assessment Calendar

Attachments: K12UniformAssessmentCalendar2425
Uniform Calendar Testing Times 24 25
Budget Sheet Sept 2021 Revised NO Financial Impact ACC

All Other Business Services Agenda Items

15. **25-2534** Accept the Audit of BEST Academy for Fiscal Year Ending June 30, 2024

Attachments: 2024 Brooksville Engineering Science and Technology academy
Budget Sheet Sept 2021 Revised NO Financial Impact ACC

16. **25-2535** Accept the Audit of Gulf Coast Academy for Fiscal Year Ending June 30, 2024

Attachments: 2024 gulf coast academy
Budget NO Financial Impact ACC

17. **25-2536** Accept the Audit of Gulf Coast Elementary School for Fiscal Year Ending June 30, 2024

Attachments: 2024 Gulf Coast Elementary School
Budget Sheet Sept 2021 Revised NO Financial Impact ACC

18. **25-2540** Approve the Deletion of Surplus Property from District Inventory Records.

Attachments: PUBLIC SALE FALL 2024
Budget Sheet

Job Descriptions

19. **25-2550** Approve addition of the title Substitute Gatekeeper to the Substitute-Noninstructional job description. Also, approve the updates to the Athletic Coaching Supplements to include the requirements outlined in the recent amendment to statute 1012.55.

Attachments: Substitute - Noninstructional STRIKE
Substitute - Noninstructional CLEAN
Supplement_-_Middle_School_Head_Coach STRIKE
Supplement_-_Middle_School_Head_Coach CLEAN
Supplement_-_Middle_School_Assistant_Coach STRIKE
Supplement_-_Middle_School_Assistant_Coach CLEAN
Supplement_-_High_School_Head_Coach STRIKE
Supplement_-_High_School_Head_Coach CLEAN
Supplement_-_High_School_Assistant_Coach STRIKE
Supplement_-_High_School_Assistant_Coach CLEAN
Budget Sheet_NO Financial Impact

20. **25-2575** Approve the Job Description Updates for the Supervisor of Assessment and Accountability

Attachments: Supervisor of Assessment and Accountability Strikethrough Copy
Supervisor of Assessment and Accountability Clean Copy
2023 2024 PTS Salary Schedule ACC
Budget Sheet Sept 2021 Revised NO Financial Impact ACC

All Other Support Operations Agenda Items

21. **25-2539** Approve the Hernando County Utilities Department's Perpetual Utility Easement as presented in the Workshops on July 30, 2024, and August 27, 2024.

Attachments: 25-2539 Perpetual Utility Easement Final 060424 - stamped.pdf
25-2539 Budget Sheet- No Financial Impact.pdf

All Other Purchase Order/Bid Agenda Items

22. **25-2422** Approve Addendum C of the Hernando County Sheriff's Office contract which will represent the addition of one (1) SRO K9 deputy to serve under the School Resource Unit (SRO) in a float / roaming capacity and approve the purchase of year one for $91,416.00. This program was also discussed at the Board Workshop on 04/09/2024 item # 24-2139.

Attachments: Contract #22048 - Agreement for School Resource Officers 6.
K9 Addendum (Edited for One Dog)
SRO K9 Budget Sheet Sept 2021 Revised WITH Financial Impact

23. **25-2470** Approve the Closeout/Final Acceptance to the contract with The AD Morgan Corporation for HVAC Replacement at Fox Chapel Middle School and authorize final payment in the amount of $202,068.79.

Attachments: 25-2470 HCSD_Certificate_of_Final_Inspection.pdf
25-2470 Fox Chapel Final Reconciling Change Order.pdf
25-2470 Fox Chapel Final Application for Payment and Release of Lien.pdf
25-2470 Budget Sheet Fox Chapel HVAC Close Out.pdf

24. **25-2554** Approve the piggyback of OMNIA Partners/US Communities, Contract No. R-LD-23013-014: Automotive Parts & Accessories for Light, Medium and Heavy-Duty Vehicles and Related Products & Services, awarded to Advance Auto Parts and authorize purchases for an estimated annual spending of $55,000.00.

Attachments: 25-060-12 PB Advance Auto Parts (09-24-24)
Advanced Auto Parts Budget Sheet #2
Advance Auto Parts Budget Sheet #1b

25. **25-2555** Approve the agreement and authorize the purchase of four hundred and fifty Imagine Learning Language & Literacy licenses and one on-site professional learning session, not to exceed $55,195.00.

Attachments: 25-2555_Imagine Learning End-of-Year Data (Handout 1)
25-2555_23-24 WIDA ACCESS Data (Handout 2)
25-2555_Imagine Learning Program Evaluation
25-2555_Hernando County School District ESOL 450 ILL 24_25 SY Quote
25-2555 Hernando - Standard Addendum to Agreements - 08-2024 KP
25-2555 Hernando -Federal Terms and Conditions for SS Contracts (Stamped) KP
25-2555 Hernando - PUR 1355 Personal Identifying Information Foreign Country of Concern - ATTY STAMPED KP
25-2555 Hernando -Affidavit Human Trafficking - ATTY STAMPED KP
25-2555_Board Budget Sheet_Imagine Learning

26. **25-2570** Award Bid #2024-EK8-001, Roof Replacement for Explorer K-8 to Springer-Peterson Roofing and Sheet Metal, Inc. and approve the contract and the purchase of construction goods and services for $2,694,930.00 using half-cent funds.

Attachments: 25-2570 Advertisement for Bids 24-EK8-001.pdf
25-2570 Award Recommendation Letter-Bid Tab-and Springer Peterson Bid Submittal.pdf
25-2570 Complete GC Agreement and Exhibits.pdf
25-2570 EK8 Roof Budget Sheet.pdf

27. **25-2571** Approve the renewal of the piggyback of Florida Buy Cooperative State Purchasing RFP #21-14, Contract #22-141, Custodial Supplies & Related Products, awarded to Pro-Link, Inc. and authorize the purchase of various custodial & related products for an estimated annual spending of $140,000.00.

Attachments: 23-485-28 PB RN Custodial Supplies (Lawton) (09-24-24)
Lawton Budget Sheet

28. **25-2572** Approve the purchase of AICE Cambridge International Exams, Trainings, Textbooks, Technology, and Advertising Banners for the 2024 - 2025 School Year from Cambridge International and other vendors and approve the purchase for $424,612.00

Attachments: CHS - AICE Board Package
CHS - AICE Budget Sheet

29. **25-2576** Approve the Renewal and Purchase of Services from Renaissance Learning, Inc. and Issuance of a Purchase Order in an Estimated Annual Amount of $166,584.00 for the 2024-2025 School Year

Attachments: Hernando Year 2 educlimber Invoice INV5327758
Affidavit Human Trafficking Atty Stamped Renaissance
PUR 1355 Foreign Country of Concern Attestation Renaissance
Federal Terms and Conditions for Contracts
Budget Sheet Renaissance

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION

ADDENDUM ITEMS

CITIZEN INPUT ON GENERAL TOPICS (PINK FORMS)

30. **25-2591** Citizen Input on Hernando County School issues on which the School Board customarily takes action (Pink Form - non-agenda items)

Attachments: Citizen Input Speaker Pink Form 031424 ACC

INFORMATIONAL AGENDA ITEMS

GENERAL COUNSEL

SCHOOL BOARD COMMENTS

ADJOURNMENT

The next School Board Meetings are scheduled for October 8, 2024:
2:00 PM - Workshop
6:00 PM - Regular Meeting

Mission Statement
The Hernando County School District Collaborates with students, parents and other community stakeholders to effectively prepare all students for a successful transition into a diverse and changing world.

Hernando School District

School Board Regular Meeting

Agenda Item # 1. 25-2588 9/24/2024

Title and Board Action Requested
Approval to adopt the agenda dated 9/24/2024.

Executive Summary
The Superintendent of Schools, hereby requests the Board adopt the agenda dated 9/24/2024.

My Contact
Ray Pinder
Superintendent of Schools

2023-28 Strategic Focus Area
Other

Financial Impact
No Financial Impact

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Agenda Item # 2. 25-2111 9/24/2024

Title and Board Action Requested
Recognition of the September HCSD Veteran

Executive Summary
The Director of Communications, on behalf of the Superintendent of Schools, hereby wishes to recognize the September HCSD Veteran.

My Contact
Karen Jordan
Director of Communications
(352) 797-7009 ext. 129

2023-28 Strategic Focus Area
Priority 4: Community Connection

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 3. 25-2594 9/24/2024

Title and Board Action Requested
Update on the Half Cent Sales Tax Accountability Committee

Executive Summary

Update on the Half Cent Sales Tax Accountability Committee

My Contact
Lori Sowers
Half Cent Sales Tax Accountability Committee Member

2023-28 Strategic Focus Area
Priority 5: Fiscal Transparency and Capital Planning

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 4. 25-2563 9/24/2024

Title and Board Action Requested

Approve Proclamation No. P25-001, Proclaim the First Two (2) Weeks of October as Disability History and Awareness Weeks.

Executive Summary

The Director of Exceptional Student Education, on behalf of the Superintendent of Schools, hereby requests the Board recognize the first two (2) weeks of October 2024 as Disability History and Awareness Weeks as declared by the Florida Legislature. As signed into law in 2008, the Florida Statutes sets-out Section 1003.4205, entitled "Disability History and Awareness Instruction."

To celebrate and recognize Disability History and Awareness, the school districts are encouraged to provide students with instruction "to expand their knowledge, understanding, and awareness of individuals with disabilities, the history of disability, and the disability rights movement . . . also include the contributions of specific individuals with disabilities, including the contributions of acknowledged national leaders."

Disability History and Awareness instruction will introduce goals that will provide an opportunity for:

- Better treatment for individuals with disabilities, especially for school students
- Prevention of bullying and/or harassment of students with disabilities
- Development of increased self-esteem with students with disabilities that will result in increased pride in being an individual with a disability
- Achieving post-secondary education
- Entering the workforce
- Participation in and contributions to their communities.

The promotion of Disability History and Awareness by the local, state, and federal organization supports the "full inclusion in society of, and the equal opportunity for, all individuals with disabilities."

(Please note: The Governor's Proclamation does not usually arrive prior to the first day of October and may not be available for this Agenda item. The signed Proclamation will be provided to Board Members upon receipt from the Governor's Office.)

My Contact

Anna Jensen, Director
Exceptional Student Education
352-797-7022

2023-28 Strategic Focus Area

Priority 4: Community Connection

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

HERNANDO SCHOOL DISTRICT

Learn it. Love it. Live it.

Proclamation No. P25-001
Disability History and Awareness Weeks
October 2024

WHEREAS, *Disability History and Awareness Weeks were created to highlight the efforts, and important contributions and achievements of individuals with disabilities and recognized by the Florida Legislature under the Florida Statutes Section 1003.4205; and*

WHEREAS, *Florida continues to foster economic growth through the development of a talented and diverse labor force, and the active and meaningful participation of individuals with disabilities as students, parents, employees, employers and policy-makers is essential to providing equal opportunity to all Floridians; and*

WHEREAS, *over 400,000 plus students with unique abilities are enrolled in the Pk-12 Education System, and over 20,000 plus students with unique abilities enrolled in the Florida College System and over 22,000 plus students with unique abilities enrolled in the State University System; and*

WHEREAS, *the Division of Career and Adult Education enrolled over 3,600 plus adults with unique abilities in Adult General Education and Postsecondary Career and Technical Education programs and more than 110,000 plus students with disabilities in Secondary Career and Technical Education programs; and*

WHEREAS, *the Florida Division of Vocational Rehabilitation helps individuals with unique abilities become part of America's workforce, and serves and assists Floridians with finding or keeping jobs; and*

WHEREAS, *The Florida Division of Blind Services (DBS) is dedicated to ensuring that Floridians who are blind or visually impaired have the tools, support and opportunity to achieve success, and helps individuals achieve successful employment outcomes in becoming more successful in school, community and work; and*

WHEREAS, *the Florida Youth Council, a group of youth and emerging leaders with disabilities that advocated for the creation of Disability History and Awareness Weeks, remains dedicated to ensuring that all youth within the state of Florida are empowered to realize their potential, and are educated regarding the history of individuals with disabilities and the positive examples represented by their valuable contributions to their communities; and*

WHEREAS, *it is important to continue encouraging individuals with disabilities to realize their abilities in their education, employment and communities, and reaffirm our commitment to the full inclusion of and equal opportunity for all individuals with disabilities;*

NOW, THEREFORE BE IT RESOLVED *that the Hernando County School District is pleased to commemorate the first 2 weeks in October 2024 as "Disability History and Awareness Weeks" and encourages Hernando County teachers to bring disability awareness and instruction to their students.*

Adopted at the regular meeting session of the Hernando County School Board
On this 24th day of September, 2024.

_____	_____
Linda Prescott, Board Chairperson	*Ray Pinder, Superintendent*

Select Year: 2024 Go

The 2024 Florida Statutes

Title XLVIII
EARLY LEARNING-20 EDUCATION CODE

Chapter 1003
PUBLIC K-12 EDUCATION

View Entire Chapter

1003.4205 Disability history and awareness instruction.—

(1) Each district school board may provide disability history and awareness instruction in all K-12 public schools in the district during the first 2 weeks in October each year. The district school board shall designate these 2 weeks as "Disability History and Awareness Weeks."

(2)(a) During this 2-week period, students may be provided intensive instruction to expand their knowledge, understanding, and awareness of individuals with disabilities, the history of disability, and the disability rights movement. Disability history may include the events and timelines of the development and evolution of services to, and the civil rights of, individuals with disabilities. Disability history may also include the contributions of specific individuals with disabilities, including the contributions of acknowledged national leaders.

(b) The instruction may be integrated into the existing school curriculum in ways including, but not limited to, supplementing lesson plans, holding school assemblies, or providing other school-related activities. The instruction may be delivered by qualified school personnel or by knowledgeable guest speakers, with a particular focus on including individuals with disabilities.

(3) The goals of disability history and awareness instruction include:

(a) Better treatment for individuals with disabilities, especially for youth in school, and increased attention to preventing the bullying or harassment of students with disabilities.

(b) Encouragement to individuals with disabilities to develop increased self-esteem, resulting in more individuals with disabilities gaining pride in being an individual with a disability, obtaining postsecondary education, entering the workforce, and contributing to their communities.

(c) Reaffirmation of the local, state, and federal commitment to the full inclusion in society of, and the equal opportunity for, all individuals with disabilities.

History.—s. 1, ch. 2008-156.

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Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 5. 25-2589 9/24/2024

Title and Board Action Requested
Approval of the Minutes from the Workshop, Final Public Budget Hearing, and Regular School Board Meeting of 9/10/2024.

Executive Summary
The Superintendent of Schools, hereby requests the Board approve the minutes.

My Contact
Kelly A. Pogue
Secretary to the School Board and General Counsel
Pogue_k@hcsb.k12.fl.us

2023-28 Strategic Focus Area
Other

Financial Impact
No Financial Impact

Hernando School District

School Board Workshop

Minutes - Draft

Tuesday, September 10, 2024 **4:30 PM** **District Office-Board Room**
919 N. Broad Street
Brooksville, FL

CALL TO ORDER

Present: Board Chair Linda Prescott
Vice Chair Susan Duval
Board Member Gus Guadagnino
Board Member Mark Johnson
Board Chair Shannon Rodriguez

The Workshop was called to order at 4:30 P.M. Also present were David Delaney, School Board Attorney and Ray Pinder, Superintendent.

INFORMAL BOARD DISCUSSION

Topics of Discussion:

Guadagnino: Veteran opinion of voter turnout, Legislation and funding education
Prescott: Survey asking educators if they have a second job
Johnson: Pilot tutoring program
Johnson: Sibling preference - workshop requested
Rodriguez: FSBA Legislative Update was submitted on Assessment, Transportation, and School Safety

GENERAL COUNSEL

ADDENDUM ITEMS

GOOD OF THE ORDER/BOARD DISCUSSION

School Board Comments

ADJOURNMENT

The Workshop adjourned at 5:01 P.M.

Superintendent **Board Chair**

Hernando School District

Final Public Budget Hearing

Minutes - Draft

Tuesday, September 10, 2024 **5:01 PM** **District Office-Board Room**

CALL TO ORDER

Present Board Chair Linda Prescott
Vice Chair Susan Duval
Board Member Gus Guadagnino
Board Member Mark Johnson
Board Member Shannon Rodriguez

The Final Public Budget Hearing was called to order at 5:05 P.M. Also present were David Delaney, School Board Attorney and Ray Pinder, Superintendent.

ADOPTION OF THE AGENDA

1. **25-2567** Approval to adopt the agenda dated 9/10/2024.

RESULT: **ADOPTED**
MOVER: Mark Johnson
SECONDER: Gus Guadagnino
AYES: Board Chair Prescott, Vice Chair Duval, Board Member Guadagnino, Board Member Johnson, and Board Member Rodriguez

PRESENTATIONS

Joyce McIntyre, Chief Financial Officer and Dionne Brinson, Coordinator of Finance came forward to present.

***2.** **25-2526** Overview of the Fiscal Year 2024-2025 Final Millage Rates - Final Public Hearing

Attachments: 2nd Public Hearing Proposed Final Millage Rates September 10, 2024
Budget NO Financial Impact ACC
09-10-24 Budget Hearing presentation 2. 25-2526 Revised

***3.** **25-2515** Continuation of the Fiscal Year 2024-2025 Final Proposed Budget - Final Public Hearing

Attachments: 2nd Public Hearing Proposed Final Budget September 10, 2024
25-2515
Budget Sheet Sept 2021 Revised NO Financial Impact ACC
09-10-24 Budget Hearing presentation 3. 25-2515 Revised

CITIZEN INPUT

4. **25-2568** Citizen Input on agenda items (Green Form)

Attachments: Citizen Input Speaker Green Form 031424 ACC

Mr. Delaney read the instructions for this item. The following citizens came forward to speak: Lisa Masserio and Diane Liptak.

BOARD DISCUSSION

ACTION ITEMS:

ADOPTION OF THE FINAL MILLAGE FOR 2024-25

5. **25-2525** Adoption of Final Millage Rates for Fiscal Year 2024-2025, Resolution R25-003

Attachments: ESE524
Budget Sheet - No Financial Impact

RESULT: **ADOPTED**
MOVER: Susan Duval
SECONDER: Gus Guadagnino
AYES: Board Chair Prescott, Vice Chair Duval, Board Member Guadagnino, Board Member Johnson, and Board Member Rodriguez

ADOPTION OF THE FINAL BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2025

***6.** **25-2516** Adopt the 2024-2025 Proposed Final Budget, Resolution #R25-004

Attachments: Resolution R25-004
ESE139

RESULT: **ADOPTED**
MOVER: Susan Duval
SECONDER: Mark Johnson
AYES: Board Chair Prescott, Vice Chair Duval, Board Member Guadagnino, Board Member Johnson, and Board Member Rodriguez

SCHOOL BOARD COMMENTS

ADJOURNMENT

The Final Public Budget Hearing adjourned at 5:34 P.M.

Superintendent **Board Chair**

Hernando School District

School Board Regular Meeting

Minutes - Draft

Tuesday, September 10, 2024 **6:00 PM** **District Office-Board Room**
919 N. Broad Street
Brooksville, FL

CALL TO ORDER

Present: Board Chair Linda Prescott
Vice Chair Susan Duval
Board Member Gus Guadagnino
Board Member Mark Johnson
Board Member Shannon Rodriguez

The Meeting was called to order at 6:00 P.M. Also present were David Delaney, School Board Attorney and Ray Pinder, Superintendent.

REFLECTION

by Mark Johnson, Board Member

PLEDGE OF ALLEGIANCE by Spring Hill Elementary School

Cari O'Rourke, Principal and Stephani Halstead, Assistant Principal of Spring Hill Elementary came forward to spotlight their school.

ADOPTION OF AGENDA

1. 25-2557 Approval to adopt the agenda dated 9/10/2024.

RESULT: **ADOPTED AS AMENDED**
MOVER: Gus Guadagnino
SECONDER: Shannon Rodriguez
AYES: Prescott, Duval, Guadagnino, Johnson, Rodriguez

Board Chair Prescott announced that she finds good cause to allow for the revisions to item #14. 25-2544: Approve the renewal of Bid No. 22-285-11 RN Low Voltage Systems Contracting Services, awarded to multiple vendors and authorize the purchase of services for an estimated annual spending of $500,000.00.

ELECTED OFFICIALS

No one came forward to speak on this item.

APPROVAL OF THE MINUTES

2. **25-2558** Approval of the Minutes from the Workshop and Regular School Board Meeting of 8/27/2024.

Attachments: 08-27-24 Workshop Minutes DRAFT with links
08-27-24 Meeting Minutes DRAFT with links

RESULT: **ADOPTED**
MOVER: Shannon Rodriguez
SECONDER: Gus Guadagnino
AYES: Prescott, Duval, Guadagnino, Johnson, Rodriguez

PUBLIC HEARING ITEMS

3. **25-2545** Public Hearing and Final Approval of the 2024-25 School Based Administrator Evaluation Manual that received tentative approval at the August 13, 2024 Board Workshop.

Attachments: School Administrator Evaluation System strike through
Hernando County School District submission clean
Budget Sheet No Financial Impact School Board Agenda

RESULT: **ADOPTED**
MOVER: Susan Duval
SECONDER: Gus Guadagnino
AYES: Prescott, Duval, Guadagnino, Johnson, Rodriguez

No one came forward to speak on this item.

4. **25-2546** Public Hearing and Final Approval of the 2024-25 Instructional Personnel Evaluation Manual that received tentative approval at the August 13, 2024 Board Workshop.

Attachments: MOU Evaluation Manual signed
New Classroom Rubric
2023-24_Instructional_Evaluation_Strike Through
Hernando County School District Instructional Final Clean
Budget Sheet No Financial Impact School Board Agenda

RESULT: **ADOPTED**
MOVER: Mark Johnson
SECONDER: Shannon Rodriguez
AYES: Prescott, Duval, Guadagnino, Johnson, Rodriguez

No one came forward to speak on this item.

CITIZEN INPUT ON AGENDA ITEMS (GREEN FORMS)

5. **25-2559** Citizen Input on agenda items (Green Form)

Attachments: Citizen Input Speaker Green Form 031424 ACC

No one came forward to speak on this item.

ADOPTION OF CONSENT AGENDA

RESULT: **APPROVED THE CONSENT AGENDA**
MOVER: Gus Guadagnino
SECONDER: Mark Johnson
AYES: Prescott, Duval, Guadagnino, Johnson, Rodriguez

Personnel Recommendations

6. **25-2543** Approval of the Personnel Recommendations

Attachments: 24-25 BOARD AGENDA SEPTEMBER 10 2024
9.10.24 ESOL for Agenda
2025 Inst. Supplements & Differentiated Pay for 9-10-24
2025 Noninst., PTS & Adm. Supplements for 9-10-24

All Other Teaching & Learning Agenda Items

7. **25-2541** Approve out of state field trip for Robin Paselio, HHS Class of 2025 Senior Trip Sponsor to Washington, DC to attend the 2025 Senior Class trip with a date range of March 28, 2025 through April 8, 2025 in order to get the best airline rates. Our ideal dates to travel are March 30, 2025 through April 4, 2025.

Attachments: 2025 HHS Sr Washington DC Trip budget sheet

All Other Business Services Agenda Items

***8.** **25-2531** Approve the Superintendent's Annual Financial Report for the Fiscal Year Ended June 30, 2024 (2023-2024 Fiscal Year).

Attachments: ESE348
ESE145
Budget Sheet - No Financial Impact

9. **25-2547** Approve Final Order to make Javien Maner Ineligible for Employment with Hernando County School District and to be reported to FLDOE for Inclusion on the Disqualification List

Attachments: DRAFT Final Order (Maner)
Budget Sheet No Financial Impact School Board Agenda

10. **25-2548** Approve a Final Order Adopting a Recommended Order Issued by the Department of Administrative Hearings to approve the termination of Vincent Soldo

Attachments: Final Order draft
Budget Sheet No Financial Impact School Board Agenda

All Other Support Operations Agenda Items

11. **25-2518** Approve out of state Travel for Edward LaRose, Glenn M. Lastra Jr., Alexandria Rastatter, Kristen Tormey, and John Williams, of the Fixtures, Furnishings & Equipment (FF&E) Committees to Charlotte, North Carolina to attend the VS American Experience Days on September 23rd & 24th, 2024.

Attachments: 25-2518 Experience Days STD September 2024.pdf
25-2518 Time Off Approvals for VS Experience Days September 2024pdf.pdf
25-2518 Budget Sheet- No Financial Impact (1).pdf

All Other Purchase Order/Bid Agenda Items

12. **25-2538** Approve the Change Order 003 to the contract/agreement with Skanska USA Building, Inc. for the construction of Wilton Simpson Technical College for $268,884.96.

Attachments: 25-2538 WSTC Change Order #2.pdf
25-2538 WSTC Change Order #3 Landscaping & Irrigation.pdf
25-2538 Budget Sheet Change Order 003 WTSC.pdf

13. **25-2542** Approve the 2024-2025 Dual Enrollment (DE) Articulation Agreement between Saint Leo University (Saint Leo) and the Hernando County School Board and Issuance of a Purchase Order for an Estimated Annul Amount of $80,000.00

Attachments: St Leo DE Agreement
Budget Sheet St Leo

14. **25-2544** Approve the renewal of Bid No. 22-285-11 RN Low Voltage Systems Contracting Services, awarded to multiple vendors and authorize the purchase of services for an estimated annual spending of $500,000.00.

Attachments: 22-285-11 RN Low Voltage (09-10-24)
Low Voltage Budget sheet (1)
Regular - 22-285-11 RN Low Voltage (09-10-24) - REVISED 091024

All Other Safe Schools Agenda Items

15. **25-2523** Approve out of state travel for Angel Pagan to attend the 2024 Crisis Go's Safety Innovation Summit in Grapevine Texas scheduled for September 23-26, 2024.

Attachments: TEMP duty approvals
Explore the Agenda
Budget Sheet AP Out of State Travel Sept 2024

All Other Superintendent Agenda Items

16. **25-2521** Approve out of state travel for Ray Pinder to Seattle, Washington to attend the American Association of School Personnel Administrator from October 15, 2024 - October 18, 2024.

Attachments: RP LOA
RAY AGENDA
No Impact Budget Sheet

ITEMS REMOVED FROM CONSENT AGENDA FOR ACTION

ADDENDUM ITEMS

CITIZEN INPUT ON GENERAL TOPICS (PINK FORMS)

17. **25-2560** Citizen Input on Hernando County School issues on which the School Board customarily takes action (Pink Form - non-agenda items)

Attachments: Citizen Input Speaker Pink Form 031424 ACC
09-10-24 Handout by W. Porter - Pink
09-10-24 Handout by H. Hanson - Pink_Redacted

Mr. Delaney, School Board Attorney read the instructions for this item. The following citizens came forward to speak: Hamilton Hanson, Gracie Mulrooney, and Kim Mulrooney. Mr. Pinder made a statement regarding teacher pay and explained that they are in negotiations. Additional speakers came forward to speak: Mary Hollenbeck, Rachel Vascellaro, Diane Liptak, Wendy Porter, Julia Thomas, Jacqueline Burns, and Patricia Greenwood.

Kelly Downey, Supervisor of Literacy, Intervention & Elementary Academic Programs came forward to explain the book challenge process. Mrs. Rodriguez asked for a meeting with Mrs. Downey and the citizens who come and speak on this topic to clarify the process and explain the new library inventory system.

INFORMATIONAL AGENDA ITEMS

GENERAL COUNSEL

SCHOOL BOARD COMMENTS

During school board comments, Ms. Duval recognized teacher Suzanne Miranda as a 2024 Yale Educator Recipient. Mr. Guadagnino read a statement about the 9/11 anniversary. Mr. Johnson shared a story about 9/11. Mrs. Rodriguez made comments on a teacher's role, retention and value. Mrs. Prescott and Mr. Pinder also shared comments on 9/11. Mr. Pinder thanked the finance team for the work done on the budget.

ADJOURNMENT

The Meeting adjourned at 7:16 P.M.

Superintendent

Board Chair

Agenda Item # 6. 25-2551 9/24/2024

Title and Board Action Requested

Public Hearing and Final Approval of the 2025-2026 Magnet Program Procedures. This item received tentative approval at the August 27, 2024, Board Workshop.

Executive Summary

The Supervisor of School Choice, on behalf of the Superintendent of Schools, hereby requests the Board to approve the 2025-2026 Magnet Program Procedures for the 2025-2026 school year.

My Contact

Dawn Williams
Supervisor of School Choice
352-797-7000 ext. 448

2023-28 Strategic Focus Area

Priority 4: Community Connection

Financial Impact

The cost for this agenda item is $0, see attached budget sheet. The cost for the previous school year was $0.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

2025-2026 Magnet Program Procedure Outline of Revisions

On page 1 of the strikethrough copy, the date was changed to 2025-2026 and the footer was removed.

On page 7 of the strikethrough copy under letter g., the year was changed from 2025 to 2026.

Also on page 8, under #4 language was added to clarify that magnet schools are exempt from school choice hardship requests. The only way into Chocachatti and Challenger K8 is through portfolio or lottery and the only way into Nature Coast is through the lottery or if a student lives in their small zone.

On page 8 of the strikethrough copy under Transportation, children were replaced with students.

On page 10 of the strikethrough copy, all the dates have been changed to reflect the 2024-2025 school year.

Hernando County School District

Magnet Program Procedures 2025-2026~~2024-~~

~~2025~~

Definitions:

For the purposes of this document, the following terms apply:

- "Lottery system" refers to the computer program that handles the lottery.
- "Staff's child" refers to the child of the person who is employed with the Hernando County School Board and whose sole employment is at the school of application.
- "Committee refers to the Portfolio and Audition Committee composed of a representative from the Department of Academic Services, the school, and when possible a volunteer from the community.
- Residency shall be defined as the home for which the parent/guardian files homestead exemption, leases or rents, and lives in the residence on a full-time basis.

Application Procedures: (Refer to page 8 for the timeline)

Chocachatti, Challenger, and Nature Coast Technical High School applicants will complete an *online application. Chocachatti and Challenger applicants wishing to also apply by portfolio must submit the portfolio at the designated location by the deadline. Parents without a computer or Internet access may seek assistance from their nearest school, public library, or District Office.

1. An application is required for:
    a. A student wishing to submit a portfolio;

    b. A student wishing to participate in the lottery;

    c. A student who is a child of staff at the school of application.

2. There will be one application per student per school.

*Parents must create an account at Hernandoschools.schoolmint.net.
**Parents who do not receive a confirmation email and/or text message should resubmit

~~Please note: Schools designated as magnet schools may change due to School Board action. Proposed boundary changes can be found on the~~ District Rezoning ~~-~~

~~Webpage at https://www.hernandoschools.org/community/rezoning.~~

their application.

3. Applicants for kindergarten must have attained the age of 5 years on or before September 1st of the school year for which they are applying. Applicants for 1st grade must have attained the age of 6 years on or before September 1st of the school year for which they are applying (per FS 1003.21).

4. The parent(s)/guardian(s) of selected applicants must provide proof of full-time residence at the time of enrollment at the school. (Please refer to Hernando County's Registrar Manual.) Residents of Hernando County are given preference for admission pursuant to F.S. 1002.31.

5. Portfolios for Challenger and Chocachatti must be submitted at the designated location on the dates and times established by the Superintendent (see page 8). A random identifier number will be assigned to each portfolio submitted.

Application Period:
Refer to the timeline on page 8.

Continuity of a Magnet Program Enrollment:

1. Enrollment at a school outside of your attendance zone is a privilege. Once approved, it will continue as long as the student's attendance, conduct, and scholarship are satisfactory. In accordance with the District's Choice Plan (page 4 of Controlled Choice Plan), the decision to rescind a School Choice approval requires discussion with the parent and the school administration, and between the administration and the Supervisor of School Choice. A student whose reassignment has been rescinded by the principal will return to his/her zoned school the following year.

2. The parent(s)/guardian(s) of each magnet program student must certify his/her residency in Hernando County each year before the start of school on the Intent to Return Form. If the student's county of residence has changed, and a resident of Hernando County is on the wait list for the seat, the out-of-county student's seat will be rescinded. Families are encouraged to immediately notify the school in the event that there is an address change.

3. Children of staff members who voluntarily leave or transfer are withdrawn at the end of that school year unless a waiver is obtained due to special circumstances via the District Hardship Committee. This will not apply to staff children who are admitted by portfolio or lottery.

4. Enrollment in the magnet program will be terminated if:
    a. False information was provided on the application form;

    b. Parent/Guardian fails to provide residency certification, which is stated on the Intent to Return form;

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c. The student withdraws from the school. This includes enrollment in full-time online courses, or programs available at the school of choice.

5. The school board retains the right to consider appeals if a student's seat has been rescinded for attendance, repeated violations of the Student Code of Conduct, and/or scholarship. The procedure for requesting an appeal is to contact the Supervisor of School Choice. The Supervisor of School Choice will explain what will be needed from the parent(s)/guardian(s) based on the reason for the appeal. Upon receipt of the appeal documentation, the Supervisor of School Choice will convene the Appeal Committee to review the appeal documentation. The members of the Appeal Committee are the Executive Director of Student Support Services, the Director of Student Services, and the Supervisor of School Choice. The decision of the Appeal Committee shall be provided in writing to the parent(s)/guardian(s) of the student.

    a. If a parent(s)/guardian(s) does not agree with the Committee's decision to revoke magnet school attendance, they must provide a written appeal within ten (10) calendar days of the receipt of the Appeal Committee's decision with supporting documentation (e.g., legal, medical) to the Supervisor of School Choice.

    b. The Supervisor of School Choice will forward the appeal and the original denial paperwork to the Executive Director of Student Support Services for distribution to the Superintendent and Board.

    c. The Board shall have a hearing within thirty (30) business days to consider the appeal, which at the parent(s)/guardian(s) election shall be closed to the public to protect student privacy information.

    d. A decision shall be made by the Board and communicated in writing to the Superintendent, the Executive Director of Student Support Services, the Supervisor of School Choice, and the parent(s)/guardian(s).

    e. If an appeal is granted, the student will be subject to the provisions of the Magnet policies, Under Continuity of Magnet Program Enrollment, for conditions of continued attendance.

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Preference for Selection:

1. The order of preference is as follows:
    a. Children living within the designated school zone (Nature Coast Technical High School);

    b. Dependent children of: active duty military personnel; members or veterans of the uniformed services who are severely injured *and* medically discharged or retired for a period of one year after military discharge or retirement; members of the uniformed armed services who die on active duty or as a result of injuries sustained on active duty, for a period of one year after death **with an application within the application period**. Eligible children not placed by lottery or portfolio procedures will be placed at the top of the lottery waiting list (per FS 1000.36 and 1003.05);

    c. Children of staff at the school;

    d. Portfolios/auditions (according to the Board's established percentages)*;

    e. Lottery*

**Effective July 1, 2023, HB 633, in part, amends section 1003.05, Florida Statutes, to require dependent children of active-duty military personnel who meet eligibility criteria for special academic programs offered through public schools to be enrolled in such a program if the student's parent is transferred to the state during the school year.*

The bill also provided that a student whose parent is on active duty and is transferred within the state after the controlled open enrollment window may enroll in any school within the state.

**Pursuant to F.S. 1002.31, non-residents of Hernando County cannot displace Hernando County residents. As such, students not residing in Hernando County will be moved to the bottom of the waiting list for admissions.*

2. The Board may require that the school grant preferences to students who apply from schools that exceed instructional capacity.

3. If an application is submitted and the student is accepted and the child is retained, and there is no opening at that grade level, then he/she will be placed at the top of the waiting list immediately following students designated as eligible for military preference for the school year in which the application was made.

4. If you apply for children who are designated as multiples (e.g., twins, triplets) and all of the children are not placed via lottery or portfolio, the other child/children will

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be placed on the wait list immediately following students designated as eligible for military preference. Applications during the application period for each child are required in order to claim multiples' preference.

Selection Procedures:

1. **Portfolios and Auditions:**
    a. Each school with a magnet program will post an orientation presentation on each of their websites.

    b. Portfolios shall not include the student's name or any identifying information other than photographs and/or videos related to the application process. All portfolios will be assigned an individual number when submitted.

    c. Established selection percentages are the following for each school:
    Chocachatti – 70% lottery and 30% portfolio/auditions
    Challenger K-8 – 70% lottery and 30% portfolio
    Nature Coast Technical High School – 100% lottery for non-zoned students.

    d. Portfolio and audition specifications will be provided by the schools in their orientation presentations posted on their school's websites in October/November. The portfolio process will be different for each school based on the programs of the school, but in all cases the Division of Teaching and Learning staff will direct and coordinate the process.
        i. Portfolios for Chocachatti Elementary School may include a recorded media audition or an art portfolio as specified in the online presentation. These auditions/portfolios will be reviewed and scored by representatives from the Fine Arts Department at the school under the direction of the Supervisor of School Choice. Students will then be accepted based on their final score and availability at the respective grade level.

        ii. Portfolios for Challenger will include a collection portfolio for Kindergarten and first grade and a written portfolio for grades 2-8 as specified in the online presentation. These portfolios will be reviewed and scored by representatives from the school under the direction of the Supervisor of School Choice. Students will then be accepted based on their final score and availability at the respective grade level.

        iii. There will be no portfolios for Nature Coast Technical High School. Students living outside of the school zone will be selected via lottery.

    e. Final decisions on which students will be accepted by portfolio for each program will be made by a School Portfolio Committee under the direction of the Supervisor of School Choice. The committee will include the Principal or designee; staff from the school; volunteers and/or retired educators from the

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community; and the Supervisor of School Choice.

f. Portfolio ratings are assigned by the committee. Applicants are placed by the committee according to their rating and will be marked accepted in the lottery system before the lottery is run.

g. Portfolio applicants not selected will be automatically placed in the lottery.

Portfolios submitted for Chocachatti and Challenger K-8 can be picked up by the end of the first year. Portfolios must be picked up by the parent before July 1, 2026~~25~~ or they become the property of the Hernando County School Board and may be destroyed in accordance with Board policy and Florida law.

2. **Lottery System:**
   a. The lottery system will not operate to discriminate on the basis of race, color, religion, national origin, age, gender, disability/exceptionality, history in alternative education settings, or free-lunch status.

   b. Lotteries for all schools will have the same rules.

   c. Lotteries for Nature Coast, Chocachatti, and Challenger will be drawn during the month of December.

   d. The computerized lottery system will fill openings in random number order. At the high school level, all efforts will be made to give students their first program choice.

   e. Selected applicants for whom there is no opening are placed on a waiting list.

   f. Notification to selected applicants will be made through email and/or text message. Parents will need to accept or decline via their SchoolMint account. (Refer to page 8 for timeline.)

3. **Waiting List:**
   a. The District will maintain a waiting list of students who applied, but were not selected, for future vacancies. As vacancies occur, the school will select students from the waiting list by grade level and/or program in the order in which they appear.

   b. Students that have accepted a seat in the 2024-2025 lottery will be removed from all other magnet program waiting lists for the 2024-2025 school year.

   c. The 2024-2025 waitlist for the 2024-2025 school year will expire on the last Friday in March 2025.

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d. The waiting list will be the only source of admission after the lottery.

e. Waiting lists are only kept for the current school year. Any student remaining on a waiting list not selected must re-apply if they wish to be considered for the following school year.

Enrollment/Withdrawal Procedures:

1. The parent(s)/guardian(s) must accept placement within five (5) working days of notification or they will forfeit their seat. (Refer to page 8 for the timeline.)

2. During the school year, students selected from the waiting list have up to five (5) working days to accept placement and complete enrollment or they will forfeit the seat.

~~2.~~

3. A student who does not enter/attend the magnet program within five (5) working days of the start of the school year will be withdrawn unless there is a documented hardship for delayed enrollment.~~.~~

~~3.~~

4. Students who withdraw and enroll in other options (e.g., private school, home education, virtual school) and then wish to re-enroll into a Hernando County public school will return to their zoned school. Students who withdraw and enter their zoned school or another school of choice and then wish to re-enroll in a Magnet school are subject to the next available application period. In accordance with FHSAA rules and state statutes, students returning to their zoned school for any reason are ineligible to participate in a sport that is already in season.

~~4.~~ * Magnet schools are exempt from school choice hardship requests. The only way into Chocachatti and Challenger K8 is through portfolio or lottery. The only way into Nature Coast Technical High School is through the lottery or if a student lives in the Board approved school attendance zone.

Promoting Parent Involvement:

1. The parent(s)/guardian(s) at Chocachatti and Challenger will be required to volunteer a minimum of 8 hours. If the commitment is not met before the last grading period, the parent or guardian must meet with an administrator or his/her designee to agree on a necessary plan of action.

2. There is a mandatory nominal fee for a safety and security background check for all school volunteers.

Transportation:

Limited transportation options are available for students accepted into magnet programs.

Area bus stops for Hernando County Students are designed to service as many students as possible with a minimum number of stops. Therefore, bus stops may be further than 1.5 miles from the students' residences. It may be necessary for parents to transport their child to and

from their assigned bus stop. Hazardous walking conditions to/from bus stops do not apply to these students ~~children~~.

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2025-2026~~2024-2025~~ **Magnet Programs** **Awareness Activities,** **Dates and Deadlines**	
Chocachatti Elementary School 4135 California St. Brooksville, FL 34604 352-797-7067	Orientation Presentation will be available for viewing and acknowledgment starting on October 14, 2024~~6, 2023~~, at **https://www.hernandoschools.org/schools/chocachatti-elementary-school**
Challenger K-8 School Of Science & Mathematics 13400 Elgin Blvd. Spring Hill, FL 34609 352-797-7024	Orientation Presentation will be available for viewing and acknowledgment starting on October 14, 2024~~6, 2023~~, at **https://www.hernandoschools.org/schools/challenger-k-8**
Nature Coast Technical High School 4057 California St. Brooksville, FL 34604 352-797-7088	Orientation Presentation will be available for viewing and acknowledgment starting on October 14, 2024~~6, 2023~~, at **https://www.hernandoschools.org/schools/nature-coast-technical-high-school**
Application Available on hernandoschools.schoolmint.net **Families must create an account in order to submit an application. All notifications will be made through the SchoolMint program. No applications will be accepted prior to October 15~~26~~th**	
Online application for NCT, CES, and CK8	**October 15~~26~~th – November 14~~6~~th** Parents without a computer or Internet access may seek assistance from their nearest school, public library, or District Office.
PORTFOLIO Submissions	
CES – Grades K-5	**Portfolios will be submitted electronically via Google Share Drive. Portfolios must be submitted by November ~~16~~14, 2024~~3~~.** **An application must be on file for the portfolio to be accepted.**
CK8 – Grades K-8 Submitted at: District Office, 919 N. Broad Street, Brooksville, FL 34601 (8:30 a.m. – 6:00p.m.)	**Portfolios need to be dropped off at the HCSD Office on one of the following days:** **Tuesday, November 19~~14~~th and Thursday, November 21~~16~~th from 8:30a.m. until 6:00p.m. each day.** **An application must be on file for the portfolio to be accepted.**
CES and CK8 Portfolio Reviews	**December 2024~~23~~**
Lottery CES – Grades K-5; CK8 – Grades K-8; NCTHS	**December 2024~~23~~**
NOTIFICATION Parents notified of selection by:	**December 20~~22~~st~~nd~~**
INTENT TO ATTEND Parent accepts/declines the seat and enrolls in the School by:	**January 13~~16~~th** Any seats not accepted by the deadline will be filled using the wait list.

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EQUITY

It is the policy of the School Board of Hernando County, Florida, not to discriminate on the basis of race, color, religion, national origin, age, sex, marital status, or handicap in its educational programs or employment practices. By operating in this manner, the School Board adheres to the provisions of Federal Law and other applicable laws.

Specifically, Hernando District Policy states, "It is the policy of the Hernando County School Board not to illegally discriminate or to allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex (including sexual orientation, transgender status or gender identity), marital status, disability, pregnancy, military status, ancestry, or Genetic Information Nondiscrimination Act of 2008 (GINA) in its educational programs or employment practice." The District also provides equal access to its facilities to the Boy Scouts and other identified Title 36 patriotic youth groups, as required within 34 C.F.R. 108.9.

In accordance with Florida Administrative Code, national origin minority or English Language Learners (ELL) students shall not be subjected to any disciplinary action because of their appropriate use of a language other than English.

To file concerns, please follow the complaint procedures found in School Board Policy.

Compliance officers for Employee related issues are the Director of Human Resources 352-797- 7005 the Supervisor of Professional Standards 352-797-7019. Compliance officers for student related issues are the Director of Student Services 352-797-7022 and the Director of Exceptional Student Services 352-797-7008.

See School Board Policy 1122, 3122 and 4133. Click this link: School Board Policies

THE POLICY OF NONDISCRIMINATION OF THE SCHOOL DISTRICT OF HERNANDO COUNTY

GENERAL: It is the policy of the Hernando County School Board not to illegally discriminate or to allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability, handicap or other legally protected status in its educational programs or employment practices. By operating in this manner, the School Board adheres to the provisions of Federal Law and other applicable laws.

EMPLOYMENT: Neither the Hernando County School District nor its employees shall illegally discriminate in its employment policies and practices on the basis of race, religion, color, national origin, sex, marital status, disability, age or any other legally protected status as defined by applicable law.

STUDENTS: The Hernando County School Board prohibits exclusion of any student from participation in or the denial of the benefits of any educational program or activity as well as any and all forms of illegal discrimination against any student on the basis of race, color, religion, national origin, age, sex, marital

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status, disability or other legally protected status as provided by applicable law.

PRECEDENCE: This policy shall take precedence over any other statement in the policies, procedures, rules and regulations of the Hernando County School Board wherever such may appear unless in conflict with any collective bargaining agreement.

In accordance with Florida Administrative Code, national origin minority or English Language Learners (ELL) students shall not be subjected to any disciplinary action because of their appropriate use of a language other than English.

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F.S. 1000.05

It is the policy of the Hernando County School district not to illegally discriminate or allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability or GINA in its educational programs or employment practices.

For questions regarding equity within the school system, please contact Matthew Goldrick; by email goldrick_m@hcsb.k12.fl.us, phone 352-797-7005, or mail 919 N. Broad St. Brooksville, FL 34601. To file concerns, please follow the complaint procedures found in School Board Policy.

See School Board Policy 1122, 3122 and 4122. Click this link: School Board Policies

~~Please note: Schools designated as magnet schools may change due to School Board action. Proposed boundary changes can be found on the District Rezoning Webpage at https://www.hernandoschools.org/community/rezoning.~~

Hernando County School District

Process for Board Consideration of Hardship Appeals

1. If a parent contacts school board member (s), send to Executive Director of Student Support Programs.
2. Executive Director sends to Supervisor of School Choice.
3. Has the parent/guardian already contacted the Supervisor of School Choice? (If not, Supervisor of School Choice takes the appeal to the District Hardship Committee). If yes, proceed to next step.
4. Does the request demonstrate a documented hardship for the student that is otherwise prohibited by the Controlled Choice and/or Magnet policy? If not, refer back to Supervisor of School Choice. If yes, proceed to next step.
5. Parent provides a written appeal with supporting documentation (e.g., legal, medical) to the Supervisor of School Choice, who will forward the appeal and the original hardship denial paperwork to the Executive Director of Student Support Programs for distribution to the Superintendent and Board. The board shall have a hearing within thirty (30) business days to consider the appeal, which at the parent/guardian(s) election shall be closed to the public to protect student privacy information. A decision shall be made by the Board and communicated in writing to the Superintendent, Executive Director of Student Support Programs, Supervisor of School Choice, and the parent/guardian. Decisions of the Board shall indicate the term of the approval (e.g., current school year only, through the highest grade level). If an appeal is granted, the student will be subject to the provisions of the Choice and/or Magnet policies. Please refer to the Controlled Choice Plan and/or Magnet Program Procedures for conditions of continued attendance.

F.S. 120.57 (2)

~~Please note: Schools designated as magnet schools may change due to School Board action. Proposed boundary changes can be found on the District Rezoning Webpage at https://www.hernandoschools.org/community/rezoning.~~

Hernando County School District

Magnet Program Procedures 2025-2026

Definitions:

For the purposes of this document, the following terms apply:

- "Lottery system" refers to the computer program that handles the lottery.
- "Staff's child" refers to the child of the person who is employed with the Hernando County School Board and whose sole employment is at the school of application.
- "Committee refers to the Portfolio and Audition Committee composed of a representative from the Department of Academic Services, the school, and when possible a volunteer from the community.
- Residency shall be defined as the home for which the parent/guardian files homestead exemption, leases or rents, and lives in the residence on a full-time basis.

Application Procedures: (Refer to page 8 for the timeline)

Chocachatti, Challenger, and Nature Coast Technical High School applicants will complete an *online application. Chocachatti and Challenger applicants wishing to also apply by portfolio must submit the portfolio at the designated location by the deadline. Parents without a computer or Internet access may seek assistance from their nearest school, public library, or District Office.

1. An application is required for:
    a. A student wishing to submit a portfolio;

    b. A student wishing to participate in the lottery;

    c. A student who is a child of staff at the school of application.

2. There will be one application per student per school.

*Parents must create an account at Hernandoschools.schoolmint.net.
**Parents who do not receive a confirmation email and/or text message should resubmit

their application.

3. Applicants for kindergarten must have attained the age of 5 years on or before September 1st of the school year for which they are applying. Applicants for 1st grade must have attained the age of 6 years on or before September 1st of the school year for which they are applying (per FS 1003.21).

4. The parent(s)/guardian(s) of selected applicants must provide proof of full-time residence at the time of enrollment at the school. (Please refer to Hernando County's Registrar Manual.) Residents of Hernando County are given preference for admission pursuant to F.S. 1002.31.

5. Portfolios for Challenger and Chocachatti must be submitted at the designated location on the dates and times established by the Superintendent (see page 8). A random identifier number will be assigned to each portfolio submitted.

Application Period:
Refer to the timeline on page 8.

Continuity of a Magnet Program Enrollment:

1. Enrollment at a school outside of your attendance zone is a privilege. Once approved, it will continue as long as the student's attendance, conduct, and scholarship are satisfactory. In accordance with the District's Choice Plan (page 4 of Controlled Choice Plan), the decision to rescind a School Choice approval requires discussion with the parent and the school administration, and between the administration and the Supervisor of School Choice. A student whose reassignment has been rescinded by the principal will return to his/her zoned school the following year.

2. The parent(s)/guardian(s) of each magnet program student must certify his/her residency in Hernando County each year before the start of school on the Intent to Return Form. If the student's county of residence has changed, and a resident of Hernando County is on the wait list for the seat, the out-of-county student's seat will be rescinded. Families are encouraged to immediately notify the school in the event that there is an address change.

3. Children of staff members who voluntarily leave or transfer are withdrawn at the end of that school year unless a waiver is obtained due to special circumstances via the District Hardship Committee. This will not apply to staff children who are admitted by portfolio or lottery.

4. Enrollment in the magnet program will be terminated if:
    a. False information was provided on the application form;

    b. Parent/Guardian fails to provide residency certification, which is stated on the Intent to Return form;

c. The student withdraws from the school. This includes enrollment in full-time online courses, or programs available at the school of choice.

5. The school board retains the right to consider appeals if a student's seat has been rescinded for attendance, repeated violations of the Student Code of Conduct, and/or scholarship. The procedure for requesting an appeal is to contact the Supervisor of School Choice. The Supervisor of School Choice will explain what will be needed from the parent(s)/guardian(s) based on the reason for the appeal. Upon receipt of the appeal documentation, the Supervisor of School Choice will convene the Appeal Committee to review the appeal documentation. The members of the Appeal Committee are the Executive Director of Student Support Services, the Director of Student Services, and the Supervisor of School Choice. The decision of the Appeal Committee shall be provided in writing to the parent(s)/guardian(s) of the student.

    a. If a parent(s)/guardian(s) does not agree with the Committee's decision to revoke magnet school attendance, they must provide a written appeal within ten (10) calendar days of the receipt of the Appeal Committee's decision with supporting documentation (e.g., legal, medical) to the Supervisor of School Choice.

    b. The Supervisor of School Choice will forward the appeal and the original denial paperwork to the Executive Director of Student Support Services for distribution to the Superintendent and Board.

    c. The Board shall have a hearing within thirty (30) business days to consider the appeal, which at the parent(s)/guardian(s) election shall be closed to the public to protect student privacy information.

    d. A decision shall be made by the Board and communicated in writing to the Superintendent, the Executive Director of Student Support Services, the Supervisor of School Choice, and the parent(s)/guardian(s).

    e. If an appeal is granted, the student will be subject to the provisions of the Magnet policies, Under Continuity of Magnet Program Enrollment, for conditions of continued attendance.

Preference for Selection:

1. The order of preference is as follows:
    a. Children living within the designated school zone (Nature Coast Technical High School);

    b. Dependent children of: active duty military personnel; members or veterans of the uniformed services who are severely injured *and* medically discharged or retired for a period of one year after military discharge or retirement; members of the uniformed armed services who die on active duty or as a result of injuries sustained on active duty, for a period of one year after death **with an application within the application period**. Eligible children not placed by lottery or portfolio procedures will be placed at the top of the lottery waiting list (per FS 1000.36 and 1003.05);

    c. Children of staff at the school;

    d. Portfolios/auditions (according to the Board's established percentages)*;

    e. Lottery*

**Effective July 1, 2023, HB 633, in part, amends section 1003.05, Florida Statutes, to require dependent children of active-duty military personnel who meet eligibility criteria for special academic programs offered through public schools to be enrolled in such a program if the student's parent is transferred to the state during the school year.*

The bill also provided that a student whose parent is on active duty and is transferred within the state after the controlled open enrollment window may enroll in any school within the state.

**Pursuant to F.S. 1002.31, non-residents of Hernando County cannot displace Hernando County residents. As such, students not residing in Hernando County will be moved to the bottom of the waiting list for admissions.*

2. The Board may require that the school grant preferences to students who apply from schools that exceed instructional capacity.

3. If an application is submitted and the student is accepted and the child is retained, and there is no opening at that grade level, then he/she will be placed at the top of the waiting list immediately following students designated as eligible for military preference for the school year in which the application was made.

4. If you apply for children who are designated as multiples (e.g., twins, triplets) and all of the children are not placed via lottery or portfolio, the other child/children will

be placed on the wait list immediately following students designated as eligible for military preference. Applications during the application period for each child are required in order to claim multiples' preference.

Selection Procedures:

1. **Portfolios and Auditions:**
    a. Each school with a magnet program will post an orientation presentation on each of their websites.

    b. Portfolios shall not include the student's name or any identifying information other than photographs and/or videos related to the application process. All portfolios will be assigned an individual number when submitted.

    c. Established selection percentages are the following for each school:
    Chocachatti – 70% lottery and 30% portfolio/auditions
    Challenger K-8 – 70% lottery and 30% portfolio
    Nature Coast Technical High School – 100% lottery for non-zoned students.

    d. Portfolio and audition specifications will be provided by the schools in their orientation presentations posted on their school's websites in October/November. The portfolio process will be different for each school based on the programs of the school, but in all cases the Division of Teaching and Learning staff will direct and coordinate the process.
        i. Portfolios for Chocachatti Elementary School may include a recorded media audition or an art portfolio as specified in the online presentation. These auditions/portfolios will be reviewed and scored by representatives from the Fine Arts Department at the school under the direction of the Supervisor of School Choice. Students will then be accepted based on their final score and availability at the respective grade level.

        ii. Portfolios for Challenger will include a collection portfolio for Kindergarten and first grade and a written portfolio for grades 2-8 as specified in the online presentation. These portfolios will be reviewed and scored by representatives from the school under the direction of the Supervisor of School Choice. Students will then be accepted based on their final score and availability at the respective grade level.

        iii. There will be no portfolios for Nature Coast Technical High School. Students living outside of the school zone will be selected via lottery.

    e. Final decisions on which students will be accepted by portfolio for each program will be made by a School Portfolio Committee under the direction of the Supervisor of School Choice. The committee will include the Principal or designee; staff from the school; volunteers and/or retired educators from the

community; and the Supervisor of School Choice.

f. Portfolio ratings are assigned by the committee. Applicants are placed by the committee according to their rating and will be marked accepted in the lottery system before the lottery is run.

g. Portfolio applicants not selected will be automatically placed in the lottery.

Portfolios submitted for Chocachatti and Challenger K-8 can be picked up by the end of the first year. Portfolios must be picked up by the parent before July 1, 2026 or they become the property of the Hernando County School Board and may be destroyed in accordance with Board policy and Florida law.

2. <u>Lottery System:</u>

a. The lottery system will not operate to discriminate on the basis of race, color, religion, national origin, age, gender, disability/exceptionality, history in alternative education settings, or free-lunch status.

b. Lotteries for all schools will have the same rules.

c. Lotteries for Nature Coast, Chocachatti, and Challenger will be drawn during the month of December.

d. The computerized lottery system will fill openings in random number order. At the high school level, all efforts will be made to give students their first program choice.

e. Selected applicants for whom there is no opening are placed on a waiting list.

f. Notification to selected applicants will be made through email and/or text message. Parents will need to accept or decline via their SchoolMint account. (Refer to page 8 for timeline.)

3. <u>Waiting List:</u>

a. The District will maintain a waiting list of students who applied, but were not selected, for future vacancies. As vacancies occur, the school will select students from the waiting list by grade level and/or program in the order in which they appear.

b. Students that have accepted a seat in the 2024-2025 lottery will be removed from all other magnet program waiting lists for the 2024-2025 school year.

c. The 2024-2025 waitlist for the 2024-2025 school year will expire on the last Friday in March 2025.

d. The waiting list will be the only source of admission after the lottery.

e. Waiting lists are only kept for the current school year. Any student remaining on a waiting list not selected must re-apply if they wish to be considered for the following school year.

Enrollment/Withdrawal Procedures:

1. The parent(s)/guardian(s) must accept placement within five (5) working days of notification or they will forfeit their seat. (Refer to page 8 for the timeline.)

2. During the school year, students selected from the waiting list have up to five (5) working days to accept placement and complete enrollment or they will forfeit the seat.

3. A student who does not enter/attend the magnet program within five (5) working days of the start of the school year will be withdrawn unless there is a documented hardship for delayed enrollment.

4. Students who withdraw and enroll in other options (e.g., private school, home education, virtual school) and then wish to re-enroll into a Hernando County public school will return to their zoned school. Students who withdraw and enter their zoned school or another school of choice and then wish to re-enroll in a Magnet school are subject to the next available application period. In accordance with FHSAA rules and state statutes, students returning to their zoned school for any reason are ineligible to participate in a sport that is already in season.

* Magnet schools are exempt from school choice hardship requests. The only way into Chocachatti and Challenger K8 is through portfolio or lottery. The only way into Nature Coast Technical High School is through the lottery or if a student lives in the Board approved school attendance zone.

Promoting Parent Involvement:

1. The parent(s)/guardian(s) at Chocachatti and Challenger will be required to volunteer a minimum of 8 hours. If the commitment is not met before the last grading period, the parent or guardian must meet with an administrator or his/her designee to agree on a necessary plan of action.

2. There is a mandatory nominal fee for a safety and security background check for all school volunteers.

Transportation:

Limited transportation options are available for students accepted into magnet programs.

Area bus stops for Hernando County Students are designed to service as many students as possible with a minimum number of stops. Therefore, bus stops may be further than 1.5 miles from the students' residences. It may be necessary for parents to transport their child to and from their assigned bus stop. Hazardous walking conditions to/from bus stops do not apply to these students .

2025-2026 Magnet Programs Awareness Activities, Dates and Deadlines	
Chocachatti Elementary School 4135 California St. Brooksville, FL 34604 352-797-7067	Orientation Presentation will be available for viewing and acknowledgment starting on October 14, 2024, at **https://www.hernandoschools.org/schools/chocachatti-elementary-school**
Challenger K-8 School Of Science & Mathematics 13400 Elgin Blvd. Spring Hill, FL 34609 352-797-7024	Orientation Presentation will be available for viewing and acknowledgment starting on October 14, 2024, at **https://www.hernandoschools.org/schools/challenger-k-8**
Nature Coast Technical High School 4057 California St. Brooksville, FL 34604 352-797-7088	Orientation Presentation will be available for viewing and acknowledgment starting on October 14, 2024, at **https://www.hernandoschools.org/schools/nature-coast-technical-high-school**
Application Available on hernandoschools.schoolmint.net **Families must create an account in order to submit an application. All notifications will be made through the SchoolMint program. No applications will be accepted prior to October 15th**	
Online application for NCT, CES, and CK8	**October 15th – November 14th** Parents without a computer or Internet access may seek assistance from their nearest school, public library, or District Office.
PORTFOLIO Submissions	
CES – Grades K-5	**Portfolios will be submitted electronically via Google Share Drive. Portfolios must be submitted by November 14, 2024.** **An application must be on file for the portfolio to be accepted.**
CK8 – Grades K-8 Submitted at: District Office, 919 N. Broad Street, Brooksville, FL 34601 (8:30 a.m. – 6:00p.m.)	**Portfolios need to be dropped off at the HCSD Office on one of the following days:** **Tuesday, November 19th and Thursday, November 21th from 8:30a.m. until 6:00p.m. each day**. **An application must be on file for the portfolio to be accepted.**
CES and CK8 Portfolio Reviews	**December 2024**
Lottery CES – Grades K-5; CK8 – Grades K-8; NCTHS	**December 2024**
NOTIFICATION Parents notified of selection by:	**December 20st**
INTENT TO ATTEND Parent accepts/declines the seat and enrolls in the School by:	**January 13th** Any seats not accepted by the deadline will be filled using the wait list.

EQUITY

It is the policy of the School Board of Hernando County, Florida, not to discriminate on the basis of race, color, religion, national origin, age, sex, marital status, or handicap in its educational programs or employment practices. By operating in this manner, the School Board adheres to the provisions of Federal Law and other applicable laws.

Specifically, Hernando District Policy states, "It is the policy of the Hernando County School Board not to illegally discriminate or to allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex (including sexual orientation, transgender status or gender identity), marital status, disability, pregnancy, military status, ancestry, or Genetic Information Nondiscrimination Act of 2008 (GINA) in its educational programs or employment practice." The District also provides equal access to its facilities to the Boy Scouts and other identified Title 36 patriotic youth groups, as required within 34 C.F.R. 108.9.

In accordance with Florida Administrative Code, national origin minority or English Language Learners (ELL) students shall not be subjected to any disciplinary action because of their appropriate use of a language other than English.

To file concerns, please follow the complaint procedures found in School Board Policy.

Compliance officers for Employee related issues are the Director of Human Resources 352-797- 7005 the Supervisor of Professional Standards 352-797-7019. Compliance officers for student related issues are the Director of Student Services 352-797-7022 and the Director of Exceptional Student Services 352-797-7008.

See School Board Policy 1122, 3122 and 4133. Click this link: School Board Policies

THE POLICY OF NONDISCRIMINATION OF THE SCHOOL DISTRICT OF HERNANDO COUNTY

GENERAL: It is the policy of the Hernando County School Board not to illegally discriminate or to allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability, handicap or other legally protected status in its educational programs or employment practices. By operating in this manner, the School Board adheres to the provisions of Federal Law and other applicable laws.

EMPLOYMENT: Neither the Hernando County School District nor its employees shall illegally discriminate in its employment policies and practices on the basis of race, religion, color, national origin, sex, marital status, disability, age or any other legally protected status as defined by applicable law.

STUDENTS: The Hernando County School Board prohibits exclusion of any student from participation in or the denial of the benefits of any educational program or activity as well as any and all forms of illegal discrimination against any student on the basis of race, color, religion, national origin, age, sex, marital

status, disability or other legally protected status as provided by applicable law.

PRECEDENCE: This policy shall take precedence over any other statement in the policies, procedures, rules and regulations of the Hernando County School Board wherever such may appear unless in conflict with any collective bargaining agreement.

In accordance with Florida Administrative Code, national origin minority or English Language Learners (ELL) students shall not be subjected to any disciplinary action because of their appropriate use of a language other than English.

F.S. 1000.05

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See School Board Policy 1122, 3122 and 4122. Click this link: School Board Policies

Hernando County School District

Process for Board Consideration of Hardship Appeals

1. If a parent contacts school board member (s), send to Executive Director of Student Support Programs.
2. Executive Director sends to Supervisor of School Choice.
3. Has the parent/guardian already contacted the Supervisor of School Choice? (If not, Supervisor of School Choice takes the appeal to the District Hardship Committee). If yes, proceed to next step.
4. Does the request demonstrate a documented hardship for the student that is otherwise prohibited by the Controlled Choice and/or Magnet policy? If not, refer back to Supervisor of School Choice. If yes, proceed to next step.
5. Parent provides a written appeal with supporting documentation (e.g., legal, medical) to the Supervisor of School Choice, who will forward the appeal and the original hardship denial paperwork to the Executive Director of Student Support Programs for distribution to the Superintendent and Board. The board shall have a hearing within thirty (30) business days to consider the appeal, which at the parent/guardian(s) election shall be closed to the public to protect student privacy information. A decision shall be made by the Board and communicated in writing to the Superintendent, Executive Director of Student Support Programs, Supervisor of School Choice, and the parent/guardian. Decisions of the Board shall indicate the term of the approval (e.g., current school year only, through the highest grade level). If an appeal is granted, the student will be subject to the provisions of the Choice and/or Magnet policies. Please refer to the Controlled Choice Plan and/or Magnet Program Procedures for conditions of continued attendance.

F.S. 120.57 (2)

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 7. 25-2552 9/24/2024

Title and Board Action Requested
Public Hearing and Final Approval of the 2025-2026 Controlled Choice Plan. This item received tentative approval at the August 24, 2024, Board Workshop.

Executive Summary
The Supervisor of School Choice], on behalf of the Superintendent of Schools, hereby requests the Board to approve the 2025-2026 Controlled Choice Plan for the 2025-2026 school year.

My Contact
Dawn Williams
Supervisor of School Choice
352-797-7000 ext. 448

2023-28 Strategic Focus Area
Priority 4: Community Connection

Financial Impact
The cost for this agenda is $0, see attached budget sheet. The cost for the previous school year was $0.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

2025-2026 Controlled Choice Plan Outline of Revisions

On page one of the strikethrough copy, the date was changed from 2024-2025 to 2025-2026.

Continuing on page one under a. and b. I deleted the semicolons and replaced with periods.

On page two of the strikethrough copy, under the first letters c. and d. I deleted the semicolons and replaced with periods. Further down on page two, letter b, I updated the application period to January 7th through March 3rd.

Also on page two, letter e, the parental notification date was changed to March 14th.

On page three under Preference for Admission, first bullet, I deleted the colon.

On page five, under Controlled Choice Appeals I reformatted the first paragraph adding it as a second bullet. Also, under letters a., b., and c. I deleted the semicolons and replaced with periods.

On page seven for the strikethrough copy, under Additional Information Regarding Choice Option, end of first paragraph, application dates were updated to January 7th through March 3rd.

On page eight, under both the International Baccalaureate Program and Cambridge Advanced International Certificate of Education, the application window dates were changed to January 7th through March 3rd.

SCHOOL DISTRICT OF HERNANDO COUNTY
CONTROLLED CHOICE PLAN
2025-2026~~2024-2025~~

The School Board of Hernando County employs what is commonly referred to as a Neighborhood School concept. Students are assigned to school attendance zones based on the student's legal residential address. A Controlled Choice Program is designed to give all parents the opportunity to select a school other than their child's zoned school. Approval to attend a school outside of a student's zone can be rescinded due to poor attendance, grades, or behavior or if the student withdraws from a program (e.g., AICE, IB) on which approval was based.

Examples of School Choice Options:

- Controlled Parental Choice
- Career Technical Programs
- International Baccalaureate Program
- Cambridge Advanced International Certificate of Education Program
- Thematic Programs
- Magnet Programs (refer to Magnet Program Procedures)
- Hernando eSchool (contact 352-797-7072 for application information)
- McKay and Family Empowerment Unique Abilities (FESUA) Scholarships (contact www.fldoe.org/schools/school-choice/for application information)
- Charter Schools (contact Charter School for application information)

Controlled Parental Choice

⇨ Applications are required when:

a. The request is for initial entry of a student in a school other than his/her zoned ~~school;~~school.

b. Boundary changes place a student in a different neighborhood school, and the parents want their child to remain at the school the student was previously zoned for before the changes were ~~made;~~made.

c. There is a change of home address which places the student in a different neighborhood school and the parents want their child to remain at the school. The principal must agree, and the approval is limited to the remainder of the school ~~year;~~year.

d. A school is severely overcrowded, there are no other alternatives for relief, and the Superintendent has deemed that the impact of student reassignment must be reviewed and ~~reconsidered;~~reconsidered.

e. A parent of a Hernando County student is requesting attendance in another county or a parent living in another county is requesting attendance in a Hernando County School.

Application Process

⇨ Controlled Parental Choice, non-Magnet Career Technical Programs, Cambridge AICE, International Baccalaureate, and Thematic Programs:

a. Access to applications for Controlled Parental Choice, as well as Career Technical Programs, Cambridge AICE, International Baccalaureate, and Thematic Programs when not available at the zoned school are available online during the open enrollment period which is established yearly by the School Board. Access to applications for Home School families seeking to participate in interscholastic sports at their non-zoned school are available during the open enrollment period established yearly by the School Board. Parents without a computer or Internet access may seek assistance from their nearest school, public library, or District Office.

b. Parents should complete an online application from January 7~~8~~th through March 3rd~~8th~~ as established by the School Board. Application is available on www.hernandoschools.schoolmint.net. Families must create an online account in order to submit an application. All notifications will be made through the SchoolMint program. No applications will be accepted prior to January 7~~8~~th.

c. No applications are available outside of the open enrollment period. A documented hardship application can be obtained through the School Choice office. Cambridge AICE and International Baccalaureate applications are not subject to open enrollment period. You must be accepted into the respective program first.

d. Schools at capacity, which is defined as 90% of state-determined utilization, are not available for Controlled School Choice. These will be determined by the Superintendent's office (refer to the Capacity Report posted on the Controlled Choice webpage at www.hernandoschools.org).

e. Parents will be notified through parental email address provided on the SchoolMint application on or around March 14th~~21st~~.

⇨ Magnet Programs

a. Parents are to complete the application process during the Magnet School's open enrollment period established yearly by the School Board.

b. Refer to the approved Magnet Program Procedures for further details on their application process. The current procedure can be found under "Students and Families" on our website at www.hernandoschools.org.

Preference for Admission
(in no particular order and pending available capacity)

⇨ Dependent children ~~of:~~of active duty military personnel; members or veterans of the uniformed services who are severely injured *and* medically discharged or retired for a period of one year after medical discharge or retirement; and members of the uniformed services who die on active duty or as a result of injuries sustained on active duty, for a period of one year after death (F.S. 1000.36 and 1003.05).

⇨ Children who have been relocated due to foster care placement in a different school zone.

⇨ Children who move due to court ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent.

⇨ Siblings residing at the same address, requesting to be assigned to the same school with the exception of a student who is exiting fifth, eighth, or twelfth grades or enrolled through a specific program such as Magnet, International Baccalaureate or Career Technical Programs.

⇨ Children of Hernando County School District Employees.

⇨ Residents of Hernando County, pursuant to F.S. 1002.31 (2)(e).

Continuity of School Assignment

⇨ Once a School Choice assignment has been approved, a student may remain in attendance up to the highest grade level offered in the chosen school. The principal has the right to rescind approval due to poor attendance, grades, and/or behavior.

⇨ Once a student is approved and registered for a controlled parental choice, magnet or theme program, he or she will no longer be eligible for any other school choice options for that school year.

Change of Residence

⇨ Parent(s) / guardian(s) who can demonstrate they are purchasing, building or renting a home is a different zone from where they are currently living (original electric or water bill in their name, rental agreement, notarized statement from a landlord, deed or construction contract showing commencement of construction) **do** require an application through School Choice Special Circumstances procedures to attend new zoned school.

⇨ Parent(s) / guardian(s) who move and wish their child(ren) to remain at the current school for the balance of the school year must request reassignment for special

circumstances through the School Choice Department and receive approval from the District Hardship Committee. **If approved, attendance will be for the balance of current school year only.**

Transportation

⇨ The parent(s)/guardian(s) will be responsible for providing transportation when their student is approved to attend a school outside of their attendance zone. Transportation will be provided to certain Exceptional Education Students when required by their Individualized Education Plan (IEP).

Rescinding of Approved School Choice

⇨ Approval of a School Choice application may be rescinded if:

a. False information was provided (F.S. 837.06 and F.S. 92.525 – providing false information is a criminal act); F.S. **837.06 False official statements.**— Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.

b. It is determined by the Superintendent and/or the Principal that enrollment at a requested school is having a negative impact on the student's educational progress;

c. The student withdraws from a course of study that was the basis for enrollment at the requested school (e.g., Career Technical Programs, Cambridge AICE, International Baccalaureate);

d. The student does not maintain any of the following: academic requirements for the course of study, earn passing grades for promotion in grades K – 8 and in grades 9 – 12, a 2.0 grade point average (GPA), 90% attendance, repeated violations of the Student Code of Conduct, and/or if the student is chronically tardy to school.

e. Out-of-County (OOC) students who commit level 4 offenses as defined by the Hernando County School District Student Code of Conduct will be returned to their zoned district.

The decision to rescind a School Choice approval requires discussion between the parent and the school administration, and between the school administration and the Supervisor of School Choice. An elementary or middle school student whose reassignment has been rescinded will return to his/her zoned school at the end of the quarter. A high school student whose reassignment has been rescinded will return to his/her zoned school at the end of the current semester. Rescinding school choice approval requires written documentation that the parent has received prior notification of the principal's intent to revoke choice.

Rescinding of School Choice Procedures

⇨ The Principal or designee will contact the Supervisor of School Choice about the possibility of school choice approval being rescinded.

⇨ The Principal or designee will meet with the parent to discuss concerns and the possibility of school choice being rescinded. Conference notes will be documented.

⇨ Documentation will be sent to the Supervisor of School Choice.

⇨ If academic, behavioral, and/or attendance concerns persist, the parent will be notified in writing that school choice is being rescinded, and the student must return to his/her zoned school. A copy of the letter will be sent to the Supervisor of School Choice. The letter will include language that informs the parent that an appeal may be requested through the Supervisor of School Choice.

⇨ The Supervisor of School Choice will form a committee of administrators to review the documentation. After a careful review and further investigation, the committee will uphold or deny the appeal.

Controlled School Choice Appeals

⇨ Once an application for Controlled School Choice has been denied, the student is expected to attend his/her zoned school and may re-apply during the next open enrollment period for enrollment the following school year.

⇨ Parents may request a review before the Hardship Committee based on a documented hardship situation. Board approved hardship criteria include:

⇨

a. A medical condition as verified in writing by a physician that requires treatment or supervision in proximity to the school being ~~requested;~~requested.

b. A situation where the student requesting reassignment has been the victim of a crime and/or violence by another ~~student;~~student.

c. There has been a death of a student's parent(s) or sibling(s~~);~~).

d. Relocation due to foster care placement, court-ordered change of custody (due to separation or divorce), or the serious illness of a custodial parent.

The Hardship Committee shall consist of the Executive Director of Student Support Programs, Director of Student Services, Director of Exceptional Student Education, Supervisor of School Choice, and the District Athletic Director. *Parents who are denied their appeal through the Hardship Committee may appeal the decision to the Superintendent of Schools. The School Board retains the right to consider an appeal of the decision to deny a hardship appeal. The procedure for requesting an appeal is located on page 10 of this document.*

Promoting Parental Involvement and Disseminating Information

⇨ The district believes that parental choice is a vital part of a child's education. The district accepts responsibility for providing information, as well as assisting parents in making school choice decisions for their children.

⇨ Information regarding school choice open enrollment process is made available to parents and the community via:

- Local newspaper advertising, when possible
- School newsletters, when possible
- Automated telephone messages announcing open enrollment timelines
- School marquee announcements, when possible
- Posting on District website and school websites
- Application guidelines and a "Question and Answer" on the district website
- Letters and flyers mailed to directors of private preschools and daycare centers
- School-based meeting for families
- Social Media (Facebook, Twitter)
- Parent communication on report card

⇨ The parents of students being bused for desegregation purposes may submit a written request to the School Choice Department to object to busing and opt out of participation in the District's voluntary desegregation plan. When a parent makes such a request in writing, that student shall attend his/her zoned school.

Attendance Zone Changes

⇨ As new schools are built, the District will form rezoning committees to consider setting the new school's boundaries as well as revising the zones of affected schools.

Additional Information Regarding Choice Option

⇨ Career Technical Programs

Career Technical Programs typically entail three to four years of coursework and are offered at varying high schools. Students are required to maintain a "B" average in their program to continue on to the next level and pass the industry certification exam for the program. Career Technical Education Specialists conduct orientation meetings regarding high school programs in the fall for eighth grade students at each middle school. All applications must be submitted during the online enrollment period (January 7~~8~~th through March 3rd ~~8tth~~). Students who withdraw from courses required in the selected high school career technical program will return to their zoned school at the end of current semester.

⇨ Charter Schools

Charter Schools are nonsectarian schools of choice designed to deliver programs to meet the needs of the community. Funding for charter schools comes from the state and is sponsored by the local school District but privately operated. Charter Schools have the freedom to set their own rules on curriculum, teaching style, personnel and discipline rules. Contact the charter schools directly for application information.

⇨ John M. McKay and FES UA Scholarship Programs for Students with Disabilities
A parent of a student, who has been identified as disabled and has a current Individualized IEP or Section 504 accommodation plan, may request that the student attend another public school in the district provided that school can provide the services the student needs to accomplish the goals and objectives on the student's IEP. The McKay and FES UA Scholarship Programs may also offer the student the opportunity to attend a public school in an adjacent district or receive a scholarship to attend a participating private school. Parents wishing to find out more information about this program should contact the School Choice office or visit http://www.fldoe.org/schools/school-choice.

⇨ International Baccalaureate Program (IB)
A school with an IB program is a school offering students a rigorous and relevant curriculum that is recognized internationally. These schools are designed to attract a diverse student body wishing to participate in a demanding four-year curriculum (2 years of preparation and 2 years of IB coursework) leading to final examinations and a qualification that is welcomed by leading universities around the world. These schools have an attendance zone. Parents must submit an application to the district and meet the application criteria. Schools with an IB program must conduct orientation meetings regarding their school programs during the month of December and/or January. All applications must be submitted during the online enrollment period (January 7th ~~8th~~ through March 3rd ~~8th~~), except when the IB coordinator accepts students after the deadline. Students who withdraw from courses required in the program will return to their zoned school and may not select an alternate program in order to remain at the school, unless a Hardship application is received and approved.

⇨ Cambridge Advanced International Certificate of Education (AICE)
A school with a Cambridge AICE program is a school offering rigorous, pre-university courses emphasizing the following skills: higher-order thinking; verbalization; writing; problem-solving; teamwork; and investigation. These schools are designed to attract a diverse student body wishing to discover new abilities and explore Math, Science, Language, and Arts/Humanities. Coursework culminates with AICE examinations, and students may earn an internationally- recognized AICE diploma. Cambridge AICE requires an application with the school and the district. Schools with an AICE program must conduct orientation meetings regarding their school programs during the month of December and/or January. All applications must be submitted during the online enrollment period (January 7~~8~~th through March 3rd ~~8th~~), except when the AICE coordinator accepts students after the deadline. Students who with draw from courses required in the program will return to their zoned school and may not select an alternate program in order to remain at the school, unless a Hardship application is received and approved.

⇨ Thematic Programs
A school with a thematic program offers curriculum and academic instruction based on a central theme. These schools have specific attendance zones and

accept a limited number of students outside of their attendance zone based on student vacancies at specific grade levels.

- ⇨ Magnet Program
  A school with a magnet program is a school offering curriculum based on a specific theme or instructional method. For more information, refer to the approved Magnet Procedures on our website at https://www.hernandoschools.org under "Students and Families".

EQUITY

It is the policy of the School Board of Hernando County, Florida, not to discriminate on the basis of race, color, religion, national origin, age, sex, marital status, or handicap in its educational programs or employment practices. By operating in this manner, the School Board adheres to the provisions of Federal Law and other applicable laws.

Specifically, Hernando District Policy states, "It is the policy of the Hernando County School Board not to illegally discriminate or to allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex (including sexual orientation, transgender status or gender identity), marital status, disability, pregnancy, military status, ancestry, or Genetic Information Nondiscrimination Act of 2008 (GINA) in its educational programs or employment practice." The District also provides equal access to its facilities to the Boy Scouts and other identified Title 36 patriotic youth groups, as required within 34 C.F.R. 108.9.

In accordance with Florida Administrative Code, national origin minority or English Language Learners (ELL) students shall not be subjected to any disciplinary action because of their appropriate use of a language other than English.

To file concerns, please follow the complaint procedures found in School Board Policy.

Compliance officers for Employee related issues are the Executive Director of Business Services 352-797- 7005, Director of Human Resources 352-797-7005. Compliance officers for student related issues are Director of Student Services 352-797-7008 and Director of Exceptional Student Education 352-797-7022..

See School Board Policy 1122, 3122 and 4133. Click this link: School Board Policies

THE POLICY OF NONDISCRIMINATION OF THE SCHOOL DISTRICT OF HERNANDO COUNTY

GENERAL: It is the policy of the Hernando County School Board not to illegally discriminate or to allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability, handicap or other legally protected status in its educational programs or employment

practices. By operating in this manner, the School Board adheres to the provisions of Federal Law and other applicable laws.

EMPLOYMENT: Neither the Hernando County School District nor its employees shall illegally discriminate in its employment policies and practices on the basis of race, religion, color, national origin, sex, marital status, disability, age or any other legally protected status as defined by applicable law.

STUDENTS: The Hernando County School Board prohibits exclusion of any student from participation in or the denial of the benefits of any educational program or activity as well as any and all forms of illegal discrimination against any student on the basis of race, color, religion, national origin, age, sex, marital status, disability or other legally protected status as provided by applicable law.

PRECEDENCE: This policy shall take precedence over any other statement in the policies, procedures, rules and regulations of the Hernando County School Board wherever such may appear unless in conflict with any collective bargaining agreement.

In accordance with Florida Administrative Code, national origin minority or English Language Learners (ELL) students shall not be subjected to any disciplinary action because of their appropriate use of a language other than English.

F.S. 1000.05

It is the policy of the Hernando County School district not to illegally discriminate or allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability or GINA in its educational programs or employment practices.

For questions regarding equity within the school system, please contact Matthew Goldrick; by email goldrick_m@hcsb.k12.fl.us, phone 352-797-7005, or mail 919 N. Broad St. Brooksville, FL 34601. To file concerns, please follow the complaint procedures found in School Board Policy.

See School Board Policy 1122, 3122 and 4122. Click this link: School Board Policies

Hernando County School District

Process for Board Consideration of Hardship Appeals

1. If a parent contacts school board member(s), send to Executive Director of Student Support Programs.
2. Executive Director sends to Supervisor of School Choice.
3. Has the parent/guardian already contacted the Supervisor of School Choice? (If not, Supervisor of School Choice takes the appeal to the District Hardship Committee). If yes, proceed to next step.
4. Does the request demonstrate a documented hardship for the student that is otherwise prohibited by the Controlled Choice and/or Magnet policy? If not, refer back to Supervisor of School Choice. If yes, proceed to next step.
5. Parent provides a written appeal with supporting documentation (e.g., legal, medical) to the Supervisor of Choice, who will forward the appeal and original hardship denial paperwork to the Executive Director of Student Support Programs for distribution to the Superintendent and Board. The board shall have a hearing within thirty (30) business days to consider the appeal, which at the parent/guardian(s) election shall be closed to the public to protect student privacy information. A decision shall be made by the Board and communicated in writing to the Superintendent, Executive Director of Student Support Programs, Supervisor of School Choice, and the parent/guardian. Decisions of the Board shall indicate the term of the approval (e.g., current school year only, through the highest grade level). If an appeal is granted, the student will be subject to the provisions of the Choice and/or Magnet policies. Please refer to the approved Controlled Choice Plan and/or Magnet Program Procedures for conditions of continued attendance.

F.S. 120.57(2)

SCHOOL DISTRICT OF HERNANDO COUNTY
CONTROLLED CHOICE PLAN
2025-2026

The School Board of Hernando County employs what is commonly referred to as a Neighborhood School concept. Students are assigned to school attendance zones based on the student's legal residential address. A Controlled Choice Program is designed to give all parents the opportunity to select a school other than their child's zoned school. Approval to attend a school outside of a student's zone can be rescinded due to poor attendance, grades, or behavior or if the student withdraws from a program (e.g., AICE, IB) on which approval was based.

Examples of School Choice Options:

- Controlled Parental Choice
- Career Technical Programs
- International Baccalaureate Program
- Cambridge Advanced International Certificate of Education Program
- Thematic Programs
- Magnet Programs (refer to Magnet Program Procedures)
- Hernando eSchool (contact 352-797-7072 for application information)
- McKay and Family Empowerment Unique Abilities (FESUA) Scholarships (contact www.fldoe.org/schools/school-choice/for application information)
- Charter Schools (contact Charter School for application information)

Controlled Parental Choice

⇨ Applications are required when:

a. The request is for initial entry of a student in a school other than his/her zoned school.

b. Boundary changes place a student in a different neighborhood school, and the parents want their child to remain at the school the student was previously zoned for before the changes were made.

c. There is a change of home address which places the student in a different neighborhood school and the parents want their child to remain at the school. The principal must agree, and the approval is limited to the remainder of the school year.

d. A school is severely overcrowded, there are no other alternatives for relief, and the Superintendent has deemed that the impact of student reassignment must be reviewed and reconsidered.

e. A parent of a Hernando County student is requesting attendance in another county or a parent living in another county is requesting attendance in a Hernando County School.

Application Process

⇨ Controlled Parental Choice, non-Magnet Career Technical Programs, Cambridge AICE, International Baccalaureate, and Thematic Programs:

a. Access to applications for Controlled Parental Choice, as well as Career Technical Programs, Cambridge AICE, International Baccalaureate, and Thematic Programs when not available at the zoned school are available online during the open enrollment period which is established yearly by the School Board. Access to applications for Home School families seeking to participate in interscholastic sports at their non-zoned school are available during the open enrollment period established yearly by the School Board. Parents without a computer or Internet access may seek assistance from their nearest school, public library, or District Office.

b. Parents should complete an online application from January 7th through March 3rd as established by the School Board. Application is available on www.hernandoschools.schoolmint.net. Families must create an online account in order to submit an application. All notifications will be made through the SchoolMint program. No applications will be accepted prior to January 7th.

c. No applications are available outside of the open enrollment period. A documented hardship application can be obtained through the School Choice office. Cambridge AICE and International Baccalaureate applications are not subject to open enrollment period. You must be accepted into the respective program first.

d. Schools at capacity, which is defined as 90% of state-determined utilization, are not available for Controlled School Choice. These will be determined by the Superintendent's office (refer to the Capacity Report posted on the Controlled Choice webpage at www.hernandoschools.org).

e. Parents will be notified through parental email address provided on the SchoolMint application on or around March 14th.

⇨ Magnet Programs

a. Parents are to complete the application process during the Magnet School's open enrollment period established yearly by the School Board.

b. Refer to the approved Magnet Program Procedures for further details on their application process. The current procedure can be found under "Students and Families" on our website at www.hernandoschools.org.

Preference for Admission
(in no particular order and pending available capacity)

⇨ Dependent children of active duty military personnel; members or veterans of the uniformed services who are severely injured *and* medically discharged or retired for a period of one year after medical discharge or retirement; and members of the uniformed services who die on active duty or as a result of injuries sustained on active duty, for a period of one year after death (F.S. 1000.36 and 1003.05).

⇨ Children who have been relocated due to foster care placement in a different school zone.

⇨ Children who move due to court ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent.

⇨ Siblings residing at the same address, requesting to be assigned to the same school with the exception of a student who is exiting fifth, eighth, or twelfth grades or enrolled through a specific program such as Magnet, International Baccalaureate or Career Technical Programs.

⇨ Children of Hernando County School District Employees.

⇨ Residents of Hernando County, pursuant to F.S. 1002.31 (2)(e).

Continuity of School Assignment

⇨ Once a School Choice assignment has been approved, a student may remain in attendance up to the highest grade level offered in the chosen school. The principal has the right to rescind approval due to poor attendance, grades, and/or behavior.

⇨ Once a student is approved and registered for a controlled parental choice, magnet or theme program, he or she will no longer be eligible for any other school choice options for that school year.

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b. It is determined by the Superintendent and/or the Principal that enrollment at a requested school is having a negative impact on the student's educational progress;

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EMPLOYMENT: Neither the Hernando County School District nor its employees shall illegally discriminate in its employment policies and practices on the basis of race, religion, color, national origin, sex, marital status, disability, age or any other legally protected status as defined by applicable law.

STUDENTS: The Hernando County School Board prohibits exclusion of any student from participation in or the denial of the benefits of any educational program or activity as well as any and all forms of illegal discrimination against any student on the basis of race, color, religion, national origin, age, sex, marital status, disability or other legally protected status as provided by applicable law.

PRECEDENCE: This policy shall take precedence over any other statement in the policies, procedures, rules and regulations of the Hernando County School Board wherever such may appear unless in conflict with any collective bargaining agreement.

In accordance with Florida Administrative Code, national origin minority or English Language Learners (ELL) students shall not be subjected to any disciplinary action because of their appropriate use of a language other than English.

F.S. 1000.05

It is the policy of the Hernando County School district not to illegally discriminate or allow its employees to illegally discriminate on the basis of race, color, religion, national origin, age, sex, marital status, disability or GINA in its educational programs or employment practices.

For questions regarding equity within the school system, please contact Matthew Goldrick; by email goldrick_m@hcsb.k12.fl.us, phone 352-797-7005, or mail 919 N. Broad St. Brooksville, FL 34601. To file concerns, please follow the complaint procedures found in School Board Policy.

See School Board Policy 1122, 3122 and 4122. Click this link: School Board Policies

Hernando County School District

Process for Board Consideration of Hardship Appeals

1. If a parent contacts school board member(s), send to Executive Director of Student Support Programs.
2. Executive Director sends to Supervisor of School Choice.
3. Has the parent/guardian already contacted the Supervisor of School Choice? (If not, Supervisor of School Choice takes the appeal to the District Hardship Committee). If yes, proceed to next step.
4. Does the request demonstrate a documented hardship for the student that is otherwise prohibited by the Controlled Choice and/or Magnet policy? If not, refer back to Supervisor of School Choice. If yes, proceed to next step.
5. Parent provides a written appeal with supporting documentation (e.g., legal, medical) to the Supervisor of Choice, who will forward the appeal and original hardship denial paperwork to the Executive Director of Student Support Programs for distribution to the Superintendent and Board. The board shall have a hearing within thirty (30) business days to consider the appeal, which at the parent/guardian(s) election shall be closed to the public to protect student privacy information. A decision shall be made by the Board and communicated in writing to the Superintendent, Executive Director of Student Support Programs, Supervisor of School Choice, and the parent/guardian. Decisions of the Board shall indicate the term of the approval (e.g., current school year only, through the highest grade level). If an appeal is granted, the student will be subject to the provisions of the Choice and/or Magnet policies. Please refer to the approved Controlled Choice Plan and/or Magnet Program Procedures for conditions of continued attendance.

F.S. 120.57(2)

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 8. 25-2573 9/24/2024

Title and Board Action Requested
Enter a Final Order Expelling the Student in Case No. E2024-08-02 for one (1) Year.

Executive Summary
The Director of Student Services, on behalf of the Superintendent of Schools, hereby requests the Board expel one (1) student from Fox Chapel Middle School for one (1) Year for committing a Level IV violation of the Student Code of Conduct.

My Contact
Jill Kolasa, Director
Student Services
(352) 797-7008

2023-28 Strategic Focus Area
Priority 3: Safe and Healthy Learning Environment

Financial Impact
The cost of this agenda item is $ 0. See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source NO FINANCIAL IMPACT

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

Funding Source _____

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ☐
New for Current Year: ☐

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 9. 25-2590 9/24/2024

Title and Board Action Requested
Citizen Input on agenda items (Green Form)

Executive Summary
Please see the attached form if you wish to make a presentation before the School Board for matters that pertain to an item for this meeting.

My Contact
Ray Pinder
Superintendent of Schools

2023-28 Strategic Focus Area
Priority 3: Community Connection

Financial Impact
There is no financial impact

AGENDA ITEM COMMENT FORM FOR SPEAKERS

Failure to complete this form or to sign below will prevent the Citizen Input form from being presented to the Board Chair.

LEGAL NAME/**PRINTED**: _____

LEGAL ADDRESS: _____

PHONE: (_____) _____

Identify agenda item to be addressed:

Ex.) Agenda item #: 10. 24-2100

Agenda item #: _____

Agenda item #: _____

Guidelines:

Limited agenda time and the need to conduct meetings in an orderly fashion require that you adhere to the following Citizen's Input guidelines:

- The speaker will adhere to a three (3) minute time limit per speaker.
- Time may not be yielded to other speakers.
- The Chairperson has the authority to limit discussion if the subject is outside of the authority of the School Board Members regarding an issue that is repetitive or is addressing a legally confidential issue.
- Materials or documents you wish to share with the School Board must be attached to this form.
- The Chairperson may deny all forms submitted after the School Board Meeting is called to order.
- The HCSD Code of Civility will be in effect at all times (see other side).
- The Board typically does not respond to remarks or questions made during Citizen Comments.

My signature is confirmation that I have read, understand, and agree to abide by all guidelines and HCSD Code of Civility:

Signature of speaker: _____

Chairperson's Approval of form: _____

FOR OFFICE USE ONLY:

Date Received: _____

Time Received: _____

Hernando County School Board
CODE OF CIVILITY

The education of our children depends on the ability of the community, parents and staff to share responsibilities, meaningful communication and welcomed participation. Civility reflects the ability of each person to affirm the collective worth of being respectful.

With that, all persons attending or speaking at a school board meeting shall:

- Listen carefully and respectfully
- Not use any offensive gestures, language or profanity
- Not use any threatening words or actions
- Not display any disruptive behaviors, temper or insulting/demeaning words
- Treat others as they would like to be treated
- Never bully, harass or abuse others

*Any lack of civility by any person will result in that person being directed by the Superintendent, or Chairperson, to leave the premises. Failure to follow a directive will result in law enforcement assistance.

Note: The Board typically does not respond to remarks or questions made during citizen input. While no immediate action will be taken by the Board, the Superintendent may follow up the inquiries/comments by directing staff to intervene.

Agenda Item # 10. 25-2579 9/24/2024

Title and Board Action Requested
Approval of the Personnel Recommendations

Executive Summary
The Director of Human Resources, on behalf of the Superintendent of Schools, hereby requests the Board approve the Personnel Recommendations as attached.

My Contact
Matthew Goldrick
Director of Human Resources
352-797-7070 Ext. 451
goldrick_m@hcsb.k12.fl.us

2023-28 Strategic Focus Area
Priority 2: Talent Management

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

I. CONSENT AGENDA

A. Approval of Personnel Recommendation

1. Instructional Leaves

First Name	Last Name	Position	Site	From	Through
Theresa	Maul	School Social Worker	Student Services	08/26/24	09/13/24
Kristin	Melton	Teacher	EK8	08/07/24	09/01/24
Renia	Yoanidis	Teacher	CHS	09/16/24	12/09/24

Intermittent Leave

First Name	Last Name	Position	Site	From	Through
Don	Abbene	Teacher	CHS	08/28/24	06/03/25
Katherine	D'Avanzo	Teacher	WWK8	08/05/24	06/03/25
Rachel	Kingdom	Teacher	CHS	08/12/24	06/03/25
Diane	Kolar	Teacher	CHS	08/27/24	06/03/25
Rebecca	Notaro	Behavioral Specialist	Exceptional Student Support	08/23/24	06/03/25

Extensions

First Name	Last Name	Position	Site	From	Through
Tanya	Stanley-Stiles	Teacher	CK8	08/22/24	10/14/24

2. Instructional Appointments and Approval of Probationary Contract

First Name	Last Name	Position	Site	Date
Tammy	Hazen	Teacher	CHS	08/19/24
Kaley	Morrissey	Teacher	FCMS	08/26/24
Sarah	Robinson	Teacher	PGES	08/22/24
Elizabeth	St. Pierre	Teacher	PMS	08/27/24
Stephanie	Vizcarrondo	Teacher	DES	08/26/24

3. Approve Out-of-Field Teachers: (Core Subject) See Attached

4. Approve Out-of-Field Teachers: (ESOL) See Attached

5. Approve Out-of-Field Teachers: (Gifted) See Attached

6. Approve Out-of-Field Associate Teacher Substitutes See Attached

7. Instructional Separations

First Name	Last Name	Position	Site	Date	Type
Amanda	Bozarth	Teacher	JDFES	09/13/24	Resignation

8. Non-instructional and Professional/Technical/Supervisory Leaves

First Name	Last Name	Position	Site	From	Through
Jamie	Harris	Environmental Services Tech 3	HHS	08/16/24	08/30/24
Johanka	Llanes Ascano	Environmental Services Tech I	CHS	08/26/24	09/30/24

Intermittent Leave

First Name	Last Name	Position	Site	From	Through
Angela	Ralph	Warehouse Inventory Specialist	School Distribution Center	08/16/24	06/30/25

9. Non-instructional and Professional/Technical/Supervisory Appointments

First Name	Last Name	Position	Site	Date
Alfredo	Aleman Ortega	Environmental Services Tech I	NCTHS	08/19/24
Cashawna	Anderson	Paraprofessional Media	FWSHS	08/19/24
Wendy	Bean	Bus Attendant	Transportation Dept	08/19/24
Christine	Brown	Bookkeeper-Elm/Mid-Conf	SES	08/19/24
Jeison	Caba Delacruz	Environmental Services Tech I	JDFES	08/26/24
Waleska	Castillo	Bus Operator	Transportation Dept	08/19/24
Teena	Dagliere	Bookkeeper-Elm/Mid-Conf	JDFES	08/26/24
Dawn	DeLaney	Bus Attendant	Transportation Dept	08/19/24
Aleida	Garcia Holguin	Bus Attendant	Transportation Dept	08/19/24
Flavia	Gonzalez	Paraprofessional II Middle	FCMS	08/26/24
Yamile	Hernandez Valladares	Environmental Services Tech I	WWHS	08/27/24
Heather	Knight	Paraprofessional Clinic	DSPMS	08/23/24
Cynthia	Lewis	Bus Operator	Transportation Dept	08/19/24

Sarah	Madak	Food & Nutrition Assistant Rover	Food & Nutrition Services	08/19/24
Louis	Mobley	Lawn Turf Maintenance	Maintenance Dept	08/26/24
Brittney	Mowrer	Paraprofessional Clinic	WHMS	09/06/24
Tanya	Nash	Paraprofessional ESE	DES	08/30/24
Kelli	Norman	Paraprofessional II Elementary	SHES	08/30/24
Yoandra	O'Reilly	Bus Attendant	Transportation Dept	08/19/24
John	Richman	Safety Guardian	Office of Safe Schools	08/19/24
Julia	Salgado Campos	Computer Lab Manager	WHMS	08/29/24
Joseph	Scandora	Bus Attendant	Transportation Dept	08/19/24
Renee	Scandora	Bus Attendant	Transportation Dept	08/19/24
Melissa	Schmidt	Food & Nutrition Assistant	PMS	08/20/24
Romielee	Smiley	Food & Nutrition Assistant	MES	08/19/24
Elijah	Stotz	Paraprofessional ESE	DES	08/26/24
Vanessa	Tiburske	Paraprofessional ESE	EES	08/21/24
Julian	Torres	Graphic Design	School Distribution Center	08/26/24
Frank	Wilson	Safety Guardian	Office of Safe Schools	08/19/24

10. Non-instructional and Professional/Technical/Supervisory Transfers

First Name	Last Name	From	To	Date
Mariena	Lopez	Environmental Services Tech I, CK8	Environmental Services Tech II, CK8	12/07/23
Michelle	MacLenna	Secretary II, SHES	Paraprofessional I, WWK8	08/19/24
Angelica	Sobeck	Secretary II, SHES	Secretary II, SHES	08/28/24

11. Non-instructional and Professional/Technical/Supervisory Separations

First Name	Last Name	Position	Site	Date	Type
George	Bessette	Bus Attendant	Transportation Dept	05/31/24	Resignation
Francis	Brady	Food & Nutrition Assistant	SHES	08/16/24	Resignation
Shamanique	Hall	Bus Attendant	Transportation Dept	08/23/24	Resignation
Darrell	Harris	Athletic Turf Maintenance	Maintenance Dept	08/16/24	Abandoned Position
Sarah	Merchant	Coordinator of Compliance & Due Process	Exceptional Student Support	09/24/24	Resignation
Linda	Peoples	Food & Nutrition Assistant I	FWSHS	08/19/24	Resignation
Taffy	Risbon	Fire Safety Inspector	Facilities Division	06/03/24	Resignation
Janice	Santiago	Food & Nutrition Assistant	DSPMS	08/30/24	Resignation
Olidia	Valdes	Paraprofessional Clinic	FWSHS	05/31/24	Resignation

12. Other
Additional Duty, and/or Additional Days/Hours

Name	Position - Site	Activity	Date	Total Hrs	Funding
Diane Burns	Paraprofessional ESE 1 on 1, WWK8	One on one para rides to and from school with student	8/12/2024	380 Total	IDEA
Kristen Cameron	Teacher, SES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Aimee Crisp	Teacher, ENDV	Web Master	8/12/2024	60 Total	General Fund
Michelle Cruz	Secretary II, CES	Website Management	8/5/2024	60 Total	General Fund
Melissa Goodwin	Teacher, JDFES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Angelina Haripersad	ESOL/Lead Teacher, Title I	Hosting summer camps for College and Career Programs	7/1/2024	12 Total	ESSER
Robin Kidd	Teacher, MES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Jennifer Lawson	Teacher, CES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Erica Mobley	Teacher, BES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
DeAnna Molina	Teacher, WES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Melinda Reiter	Teacher, CK8	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Susan Rivera	Teacher, EK8	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Cassie Surak	Teacher, WWK8	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant
Angel Theodore	Teacher, PGES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant

Melissa Wilkerson	College & Career Specialist, Academic Services	Grading support for Hernando eSchool	9/9/2024	15 Total	Hernando eSchol Budget
Jennifer Zito	Teacher, SHES	MTSS Additional Duty	8/26/2024	17 Total	HIITS Grant

Approve Students & Families in Transition Specialist(s), To complete intake and assessments as needed for SFIT (Title I) - 08/26/2024 - 100 Total Hrs. (ARP HYC)

First Name	Last Name
Pamela	Barron
Victoria	Granger
Debra	Kelly
Vanessa	Torres

Approve Teacher(s), Summer Basketball Camp (WWK8) - 07/22/2024 - 24 Total Hrs. (Internal - Girls Basketball)

First Name	Last Name
Nicholas	Altimari
Jennifer	Kronenfeld
Denise	Suiters

Approve Teacher(s), Summer Volleyball Camp (WWK8) - 07/15/2024 - 24 Total Hrs. (Internal - Volleyball)

First Name	Last Name
LeeAnn	Loffler
Tahiri	Sabino

Approve Teacher(s), Cambridge Online Training Course (WHMS) - 06/05/2024 - 20 Total Hrs. (Millage)

First Name	Last Name
Nicole	Baker
Samantha	Richartz

Adult Education Part Time Teacher(s) for 2024-2025 Year

First Name	Last Name
Veronica	Martin
Kevin	Torres
Joseph	Vitalo
Corey	Waterman

Part-time Hernando eSchool Teacher(s) for 2024-2025 Year

First Name	Last Name
Ellender	Coronado

Approve In-District Trainers

First Name	Last Name
Kerri	Littlefield
Deanna	Molina

13. Drop Program Participant(s)

First Name	Last Name	Position	Site	Date
Lisa	Henderson	Teacher	MES	08/01/24

14. Supplements - see attached list(s)

Running Total (Per Attached List) 2024-2025 School Year

$	1,442,092.31	Instructional
$	81,296.19	Noninstructional
$	1,523,388.50	Sub-Total
$	342,762.41	Benefits (22.50%)
$	1,866,150.91	Total

BOARD APPROVED
24-25 Out Of Field Content Area Teachers

School	Employee Last Name	Employee First Name	Out of Field Area(s)	Assignment Date	Board Approval Date
CK8	BRANNAN	ANGELA	MG SCIENCE	08/05/24	09/24/24
DES	GRAY	TIFFANY	ESE	08/05/24	09/24/24
DES	VIZCARRONDO	STEPHANIE	ELEM ED	08/26/24	09/24/24
EK8	KETTERER	HAYDON	ART	08/05/24	09/24/24
EK8	WEEKS	MARANATHA	PRE-K (H)	08/05/24	09/24/24
ESE	BRATCHER	SIMONE	VI	08/05/24	09/24/24
FCMS	BRADLEY	DONYA	MG MATH	08/23/24	09/24/24
FCMS	WRIGHT	JEAN-PIERRE	MATH	08/05/24	09/24/24
MES	COLLINS	CHLOE	ESE INCLUSION	08/05/24	09/24/24
MES	DIAZ	JUAN	ELEM ED	08/05/24	09/24/24
MES	MADDOX-WILKINS	MICAH	ESE	08/05/24	09/24/24
SHES	SMITH	BRITTANY	PK PRIMARY	08/05/24	09/24/24
SHS	WAYMIRE	SHELBY	SOC SC 6-12	08/05/24	09/24/24
WHMS	STUDZIN	LISA	ESE INCLUSION	08/05/24	09/24/24
WWHS	ALONSO	JASON	MATH 9-12	08/05/24	09/24/24
WWHS	HEIDLER	JOSEPH	PRE AP CHEM	08/05/24	09/24/24
WWHS	PASMORE	JAKE	EARTH SPACE SC 6-12	08/05/24	09/24/24

2024 - 2025 ESOL: Out-of-Field Teachers

Agenda September 5, 2024

Site	Name	Assignment	Total Points Needed	Required Points This Year	Total Points Completed as of 9/5/24	Class Taken	Category
FCMS	Morrissey, Kaley	ELA 6-8	300	60	0	0	1
			300	60	0	0	1
			300	60	0	0	1

2024 - 2025 ESOL: Out-of-Field Teachers

Agenda September 5, 2024 (Flagged in Previous Years - Still Working to Add Endorsement)

Site	Name	Assignment	Total Points Needed	Required Points This Year	Total Points Completed as of 9/5/24	Class Taken	Cat. 1
BES	Helm, Rachel	Elem Ed	300	60	120	Cross Cult Comms., Applied Ling.	1
BES	Johnson, Brittany	Elem Ed	300	60	0	0	1
CES	Como, Karen	Elem Ed	300	60	180	Cross Cult Comms., Applied Ling., Curriculum & Materials	1
CES	Russell, Alicia	Elem Ed	300	60	0	0	1
CHS	Gebhardt, Maria	ESE	300	60	0	0	1
CHS	Mang, Kristin	Reading 9-12	300	60	0	0	1
CHS	Massey, Janet	Reading 9-12	300	60	180	Methods, Curriculum & Materials, Cross Cult. Comms	1
CHS	Nelski, Madison	ELA 9-12	300	60	0	0	1
CHS	Schou, Tracy Lee Ann	Reading 9-12	300	60	240	Methods, Applied Ling., Curriculum & Materials, Cross Cult. Comms	1
CHS	Torres, Bonnie	Elem Ed now ELA 9-12	300	60	120	Testing & Eval., Curriculum & Materials	1
CK8	Barrett, Kelly	Elem Ed	300	60	180	Cross Cult Comms., Applied Ling., Curriculum & Materials	1
CK8	Darby, Jennifer	Elem Ed	300	60	180	Cross Cult Comms., Applied Ling., Curriculum & Materials	1
CK8	Davis, Kerri	Elem Ed	300	60	240	Methods, Testing & Eval., Curriculum & Materials, Cross Cult. Comms	1
CK8	Nelson-Hill, Schandell	Elem Ed now Media Spec. 6-8	300	60	120	Methods, Testing & Eval.	1
CK8	Quinn, Mackenzie	Elem Ed	300	60	60	Methods	1
DES	DiBenedetto, Loriann	Elem Ed	300	60	0	0	1
DES	Jensen, Andrea	ESE	300	60	60	Curriculum & Materials	1
DES	Mack, Alicia	Elem Ed	300	60	0	0	1
DES	Maggard, Charles	Elem Ed	300	60	120	Cross Cult. Comms., Curriculum & Materials	1
DES	Stanton, Barbara	Elem Ed	300	60	240	Methods, Applied Ling., Curriculum & Materials, Cross Cult. Comms	1
DES	Thibault, Tara	ESE	300	60	60	Curriculum & Materials	1
DSPMS	Christian, Danielle	ELA 6-8	300	60	0	0	1
EES	Bailey (Lombardo), Keara	Elem Ed	300	60	120	Cross Cult Comms., Methods	1
EES	Carrillo, Salamanca	Elem Ed	300	60	60	Cross Cult. Comms.	1
EES	Clarke, Sodette	Elem Ed	300	60	0	0	1
EES	Hemmerle, Tracy	Elem Ed	300	60	120	Methods, Testing & Eval., Curriculum & Materials, Cross Cult. Comms	1
EES	Mitchell, Orkisha	Elem Ed	300	60	60	Methods	1
EES	Sesny, Christina	Elem Ed	300	60	0	0	1
EES	Ward, Lynette	Elem Ed	300	60	60	Curriculum & Materials	1
EES	White, Nicole	Elem Ed	300	60	0	0	1
EK8	Bethune-Greene, Deneisha	Elem Ed	300	60	60	Methods	1
EK8	Currier, Sara	ELA 6-8	300	60	0	0	1
EK8	Kamin, Kelly	Elem Ed	300	60	120	Methods, Testing & Eval.	1
EK8	Martin, Almark	Elem Ed	300	60	0	0	1

2024 - 2025 ESOL: Out-of-Field Teachers

Agenda September 5, 2024 (Flagged in Previous Years - Still Working to Add Endorsement)

Site	Name	Assignment	Total Points Needed	Required Points This Year	Total Points Completed as of 9/5/24	Class Taken	Cat. 1
EK8	Olsson, Toni Brooke (olsson_b)	Elem Ed	300	60	180	Methods, Testing & Eval., Applied Ling.	1
EK8	Russell, Kesha	Elem Ed	300	60	60	Methods	1
EK8	Scott, Joshua	ELA 6-8	300	60	60	Testing & Eval.	1
ESE	Johnson, Stacey	ESE	300	60	120	Methods, Cross Cult. Comms	1
ESE	Letchworth, Christine	ESE	300	60	240	Methods, Testing & Eval., Curriculum & Materials, Cross Cult. Comms	1
FCMS	Fay, Coriander	ELA 6-8	300	60	0	0	1
FCMS	Henry, Roxanne	ELA 6-8	300	60	0	0	1
FCMS	Howland, Tiffany	Elem Ed - Now Math Coach	300	60	180	Testing & Eval., Curriculum & Materials, Cross Cult. Comms	1
FCMS	Pilato, Shannon	Elem Ed	300	60	240	Methods, Applied Ling., Curriculum & Materials, Cross Cult. Comms	1
FCMS	Richeson, Alexandra	ESE	300	60	0	0	1
FES	Bender, Allison	Elem Ed	300	60	60	Methods	1
FES	Chamberlin, Michelle	Elem Ed	300	60	60	Applied Ling.	1
FES	Concepcion, Victoria	Elem Ed	300	60	60	Methods	1
FES	Cordero, Amanda	Elem Ed	300	60	0	0	1
FES	Freeman, Sarah	Elem Ed	300	60	300	Cross Cult. Comms, Curriculum & Materials, Testing & Eval.	1
FES	Lack (Hay), Amanda	Elem Ed	300	60	60	Methods	1
FES	Newton, Daria	Elem Ed	300	60	120	Methods, Curriculu & Materials	1
FES	Schildbach, Miranda	Elem Ed	300	60	180	Testing & Eval., Curriculum & Materials, Cross Cult. Comms	1
FES	Sheeder, Pamela	Elem Ed	300	60	120	Curriculum & Materials, Cross Cult. Comms	1
GCA	Growe, Cheryl		300	60	240	Methods, Applied Ling., Curriculum & Materials, Cross Cult. Comms	1
HHS	Griffiths-Blake, Romae	ELA 9-12	300	60	180	Cross Cult. Comms, Applied Ling., Methods	1
HHS	Smith, Rebecca	Reading 9-12	300	60	60	Methods	1
MES	Wright, Shawna	Elem Ed	300	60	120	Testing & Eval., Curriculum & Materials	1
NCTHS	Coon, Brianna	ELA 9-12	300	60	0	0	1
NCTHS	Saint-Leger, Jonita	ELA 9-12	300	60	180	Methods, Applied Ling., Curriculum & Materials	1
PGES	Banton-Smith, Crisana	Elem Ed	300	60	0	0	1
PGES	Marshall, Nickeisha	Elem Ed	300	60	0	0	1
PGES	McKenzie, Roxanne	Elem Ed	300	60	120	Methods, Applied Ling.	1
PGES	Medeiros, Rachel	Elem Ed	300	60	120	Applied Ling., Curriculum & Materials	1
PGES	Sosar, Miranda (King)	Elem Ed	300	60	120	Methods, Curriculum & Materials	1
PGES	Taylor, Kenley	Elem Ed	300	60	120	Methods	1
PMS	Casson, Patricia Ann	Elem Ed	300	60	240	Methods, Testing & Eval., Curriculum & Materials, Cross Cult. Comms	1

2024 - 2025 ESOL: Out-of-Field Teachers

Agenda September 5, 2024 (Flagged in Previous Years - Still Working to Add Endorsement)

Site	Name	Assignment	Total Points Needed	Required Points This Year	Total Points Completed as of 9/5/24	Class Taken	Cat. 1
PMS	Everett, Jamieson	ELA 6-8	300	60	0	0	1
PMS	Greene, Kierra	ELA 6-8	300	60	0	0	1
PMS	St. Louis, Ashley	ELA 6-8	300	60	0	0	1
PMS	Wright, Karen A	ELA 6-8	300	60	240	Methods, Applied Ling., Curriculum & Materials, Cross Cult. Comms	1
SES	Fiorillo, Linda	Elem Ed	300	60	180	Methods, Cross Cult. Comms	1
SES	Lewis, Sara	Elem Ed	300	60	0	0	1
SHES	Bond, Venise	Elem Ed	300	60	60	Applied Ling.	1
SHES	Hubbard, Sarah Eliza	Elem Ed - Now Media Spec.	300	60	120	Methods, Testing & Eval.	1
SHES	Rodriguez, Maxine	Elem Ed	300	60	0	0	1
SHES	Smith, Daedrian	Elem Ed	300	60	60	Applied Ling.	1
SHS	Carter, Heather Sue	ELA 9-12	300	60	240	Methods, Testing & Eval., Curriculum & Materials, Cross Cult. Comms	1
SHS	Waymire, Shelby	ELA 6-8	300	60	60	Curriculum & Materials	1
WES	Ballard, Loren	Elem Ed	300	60	0	0	1
WHMS	Morris, Leoneisha	ELA 6-8	300	60	60	Cross Cult. Comms	1
WHMS	Nisbet, Deedra	ELA 6-8	300	60	60	Methods	1
WHMS	Patterson, Shanique	ELA 6-8	300	60	60	Cross Cult. Comms.	1
WWHS	Cox, Crystal	ELA 9-12	300	60	120	Cross Cult. Comms, Methods	1
WWK8	Barker, Sasha	Elem Ed	300	60	120	Testing & Eval., Methods	1
WWK8	Bendl, Bruce	Elem Ed	300	60	0	0	1
WWK8	DeMaria, Joy	Elem Ed	300	60	120	Cross Cult. Comms, Empowering	1
WWK8	Jones, Keelin	Elem Ed	300	60	0	0	1
WWK8	Laudencia, Janelle Isabel	Elem Ed	300	60	180	Methods, Applied Ling., Cross Cult. Comms	1
WWK8	Stack, Tara	Elem Ed	300	60	120	Methods, Cross Cult. Comms	1

2024-2025 Gifted Out-of-Field Teacher(s)

School	Teacher's Name	Out of Field Area	Certification Area	Assignment Date	Board Approval Date
CK8	Brannan, Angela	Gifted	Elementary Education K-6	8/5/2024	9/24/2024
CK8	Burns, Gary	Gifted	Mathematics 6-12	8/5/2024	9/24/2024
CK8	Davis, Kerri	Gifted	Elementary Education K-6/Bus Ed 6-12	8/5/2024	9/24/2024
CK8	Dellea, Felicia	Gifted	Elementary Education K-6	8/5/2024	9/24/2024
CK8	Dietz, Corey	Gifted	PreK/Primary Ed.	8/5/2024	9/24/2024
CK8	Foster, Priscilla	Gifted	Elementary Ed K-6/Spanish K-12	8/5/2024	9/24/2024
CK8	Parrott, Tess	Gifted	Elementary Ed K-6/Spanish K-12	8/5/2024	9/24/2024
CK8	Reynolds, Marisa	Gifted	Elementary Ed K-6/ESE K-12/Reading&ESOL Endorsed	8/5/2024	9/24/2024
CK8	Scire, Lauren	Gifted	Elementary Ed K-6/ESE K-12/ ESOL Endorsed	8/5/2024	9/24/2024
CK8	Ward-Oetel, Liana	Gifted	Elementary Ed K-6/Reading & ESOL Endorsed	8/5/2024	9/24/2024

BOARD APPROVED
24-25 OUT OF FIELD Associate Teacher Substitutes

School	Employee Name	Out of Field Area(s)	Assignment Date	Board Approval Date
DSPMS	AVILES, KEVIN	ESE	8/5/2024	9/24/2024
FES	BATES, ALICIA	Elem Ed	8/5/2024	9/24/2024
DES	BEARD, AUSTEN	Elem Ed	8/5/2024	9/24/2024
MES	BECKFORD, GRANTT	ESE	8/5/2024	9/24/2024
EK8	BLAKLEY, JENNIFER	ESE	8/5/2024	9/24/2024
WWK8	BRUNELLE, ASHLEIGH	Elem Ed	8/5/2024	9/24/2024
MES	CASTEEL, EMILEE	ESE	8/5/2024	9/24/2024
SHES	CASTILLO (KIRKPATRICK), ALYSSA	Elem Ed	8/5/2024	9/24/2024
SHES	CHRISTIE, CURT	Elem Ed	8/5/2024	9/24/2024
WES	COLLINS, GRACE	Elem Ed	8/5/2024	9/24/2024
SHES	DAVIS, TESSA	Elem Ed	8/5/2024	9/24/2024
EK8	DEFAZIO-DAVIS, AMY	Elem Ed	8/5/2024	9/24/2024
PGES	DEVLIN, KATHERINE	ESE	8/5/2024	9/24/2024
PGES	DUBUQUE, NICOLE	Elem Ed	8/5/2024	9/24/2024
WWK8	DUNLAP, SINDY	Elem Ed	8/5/2024	9/24/2024
SHES	DUXSTEAD, EMILY	Elem Ed	8/5/2024	9/24/2024
SHES	ELIOPOULOS, ARYANNA	Elem Ed	8/5/2024	9/24/2024
SES	FERNANDEZ, MAYERLIN	Elem Ed	8/5/2024	9/24/2024
EK8	FOX, NIKKI	Elem Ed	8/5/2024	9/24/2024
SES	GARREN, KIRSTEN	ESE	8/5/2024	9/24/2024
WWK8	HART, ROBIN	Elem Ed	8/5/2024	9/24/2024
EK8	HUNTER, AMY	Elem Ed	8/5/2024	9/24/2024
FCMS	JARRETT-PETTIGREW, RACHEL	Elem Ed	8/5/2024	9/24/2024
EK8	JIMENEZ, VICTOR	Elem Ed	8/5/2024	9/24/2024
SHES	KREG, ERIN	ESE	8/5/2024	9/24/2024
SHES	LIGGETT, KAYLA	Elem Ed	8/5/2024	9/24/2024
SHES	MARTIN VEGA, WILMARIEETTE	Elem Ed	8/5/2024	9/24/2024
SHES	MARTINEZ, IRIS	Elem Ed	8/5/2024	9/24/2024
MES	MATHIS, NATALIE	Elem Ed	8/5/2024	9/24/2024
CHS	MCDUFFIE, SANDY	ESE	8/5/2024	9/24/2024
WWK8	MEDINA, DEBORAH	Elem Ed	8/5/2024	9/24/2024
WWHS	MILLER, TAYLOR	ESE	8/5/2024	9/24/2024
BES	MILLER, TRACY	ESE	8/5/2024	9/24/2024
WWK8	MORRISON, AMBER	ESE	8/5/2024	9/24/2024
PGES	MURPHY, ALEXANDRA	ESE	8/5/2024	9/24/2024
MES	NEBLOCK, TAYLOR	Elem Ed	8/5/2024	9/24/2024
FES	NOVOMESTKY, YVETTE	Elem Ed	8/5/2024	9/24/2024
WWK8	O'KELLY, ASHLEY	Elem Ed	8/5/2024	9/24/2024
DES	PAGAN, JENICE	ESE	8/5/2024	9/24/2024
CHS	PAINE, ANGELICA	ESE	8/5/2024	9/24/2024
DSPMS	PRIMEAU, FRANCES	Elem Ed	8/5/2024	9/24/2024
FES	PRITCHARD, KATHLEEN	Elem Ed	8/5/2024	9/24/2024
EK8	RADEMACHER, CHRYSTAL	ESE	8/5/2024	9/24/2024

School	Employee Name	Out of Field Area(s)	Assignment Date	Board Approval Date
MES	REID, CHELSEA	Elem Ed	8/5/2024	9/24/2024
SHES	RHINE, CRYSTAL	Elem Ed	8/5/2024	9/24/2024
SHES	RICE, NOEL	Elem Ed	8/5/2024	9/24/2024
BES	ROJERO, ALICIA	Elem Ed	8/5/2024	9/24/2024
FES	RYDECKI, AMANDA	Elem Ed	8/5/2024	9/24/2024
MES	SIERRA-RIVERA, DAMARI	ESE	8/5/2024	9/24/2024
PGES	SMITH, REBECCA	Elem Ed	8/5/2024	9/24/2024
PGES	VANCE, SOFIA	Elem Ed	8/5/2024	9/24/2024
SES	VARNO, FIONA	Elem Ed	8/5/2024	9/24/2024
PGES	WALKER, RACHEL	Elem Ed	8/5/2024	9/24/2024
WWK8	WHITEHURST, JACQUELINE	ESE	8/5/2024	9/24/2024
SES	WILLMAN, CHASITY	ESE	8/5/2024	9/24/2024
DES	YOUMAS, KRISTIN	Elem Ed	8/5/2024	9/24/2024

INSTRUCTIONAL SUPPLEMENTS/DIFFERENTIATED PAY FOR ADDITIONAL DUTIES 2024-2025											
		Board Action 9/24/2024									
Bates, Jessica	HR	ATS Mentor 1st Sem - K.Aviles DSPMS	$ 750.00								
Bates, Jessica	HR	ATS Mentor 1st Sem - F. Primeau DSPMS	$ 750.00								
Wadsworth, Jeanette	HR	ATS Mentor 1st Sem - J. Blakely EK8	$ 750.00								
Muente, Jennifer	HR	ATS Mentor 1st Sem - A. DeFazio EK8	$ 750.00								
Barker, Jacqueline	HR	ATS Mentor 1st Sem - A. Hunter EK8	$ 750.00								
Fischer, Jocelyn	HR	ATS Mentor 1st Sem - C. Rademacher EK8	$ 750.00								
Zielinski, Heather	HR	ATS Mentor 1st Sem - N. Fox EK8	$ 750.00								
Barker, Jacqueline	HR	ATS Mentor 1st Sem - V. Jiminez EK8	$ 750.00								
Spatz, Patricia	HR	ATS Mentor 1st Sem - N. Mathis MES	$ 750.00								
Spatz, Patricia	HR	ATS Mentor 1st Sem - T. Neblock MES	$ 750.00								
Holtz, Savannah	HR	ATS Mentor 1st Sem - G. Beckford MES	$ 750.00								
Sauvageot, Stephanie	HR	ATS Mentor 1st Sem - D. Sierra Rivera MES	$ 750.00								
Sauvageot, Stephanie	HR	ATS Mentor 1st Sem - E. Casteel MES	$ 750.00								
Hardy, Rachal	HR	ATS Mentor 1st Sem - C. Ried MES	$ 750.00								
Chin, Alexis	HR	ATS Mentor 1st Sem - F. Varno SES	$ 750.00								
Chin, Alexis	HR	ATS Mentor 2nd Sem - F. Varno SES	$ 750.00								
Liebler, Shannon	HR	ATS Mentor 1st Sem - C. Willman SES	$ 750.00								
Liebler, Shannon	HR	ATS Mentor 2nd Sem - C. Willman SES	$ 750.00								
Samson, Amanda	HR	ATS Mentor 1st Sem - A. Eliopoulos SHES	$ 750.00								
McCaffery, Jerry	HR	ATS Mentor 1st Sem - C. Christie SHES	$ 750.00								
Blanton, Katie	HR	ATS Mentor 1st Sem - A. Castillo SHES	$ 750.00								
Gompers, Jen	HR	ATS Mentor 1st Sem - C. Rhine SHES	$ 750.00								
Rodriguez, Maxine	HR	ATS Mentor 1st Sem - K. Liggett SHES	$ 750.00								
Cabral, Ruchelle	HR	ATS Mentor 1st Sem - E. Kreg SHES	$ 750.00								
Perez, Ashley	HR	ATS Mentor 1st Sem - T. Davis SHES	$ 750.00								
Kerr, Brittany	HR	ATS Mentor 1st Sem - N. Rice SHES	$ 750.00								
Quiroga, Jill	HR	ATS Mentor 1st Sem - W. Martin Vega SHES	$ 750.00								
Rodriguez, Maxine	HR	ATS Mentor 1st Sem - I. Martinez SHES	$ 750.00								
Hubbard, Sarah	HR	ATS Mentor 1st Sem - E. Duxstead SHES	$ 750.00								
Atkinson, Rebecca	HR	ATS Mentor 1st Sem - T. Miller WWHS	$ 750.00								
Atkinson, Rebecca	HR	ATS Mentor 2nd Sem - T. Mller WWHS	$ 750.00								
Steele, Philip	HR	ATS Mentor 1st Sem - A. Morrison WWK8	$ 750.00								
Church, Denice	HR	ATS Mentor 1st Sem - R. Hart WWK8	$ 750.00								
Araoz, Jeanine	HR	ATS Mentor 1st Sem - S. Dunlap WWK8	$ 750.00								
Hill, Jennifer	HR	ATS Mentor 1st Sem - J. Whitehurst WWK8	$ 750.00								
Matthews, Cynthia	HR	ATS Mentor 1st Sem - D. Medina WWK8	$ 750.00								
Furterer, Zachary	EK8	Band Director M.S.	$ 2,500.00								
Platt, Megan	DSPMS	Coach Softball M.S.	$ 1,515.15								
Platt, Megan	DSPMS	Coach Volleyball Equity	$ 1,515.00								
Smith, Kelly	DSPMS	Beta Club Sponsor	$ 1,134.00								
Wilson, Victoria	DSPMS	FFA Sponsor	$ 1,134.00								
Frye, Dena	DSPMS	Newspaper Advisor	$ 487.00								
Neal, Lamon	DSPMS	Production Assistant	$ 1,576.00								
Neal, Lamon	DSPMS	PBS Sponsor	$ 670.00								
Petty, Joshua	DSPMS	Student Council Sponsor	$ 864.00								
Christensen, Karrah	DSPMS	Choral Director	$ 1,300.00								
Gressle, Melissa	DSPMS	Yearbook Advisor	$ 1,080.00								
Smith, Kelly	DSPMS	Academic Competition	$ 668.00								
Kreismann, Andrea	DSPMS	Visual Arts	$ 250.00								
Bates, Jessica	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Black, Charleen	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Frye, Dena	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Hart, Grace Yvette	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Jones, Bridie	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Lindo, Shacory	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Milton, Martin	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Neal, Lamon	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Payne Walczak, Melissa	DSPMS	Lunch Duty - 30 Minutes	$ 1,050.00								
Sanborn, Robert	DSPMS	Team Leader - Math	$ 1,352.00								
Miller, Christie	DSPMS	Team Leader - Science	$ 1,352.00								
Petty, Joshua	DSPMS	Team Leader - Social Studies	$ 1,352.00								
Kelliher, Andrea	DSPMS	Team Leader - Lang Arts	$ 1,352.00								
Allen, Brenda	DSPMS	Team Leader - Reading	$ 1,352.00								
Weaver, Lindsay	DSPMS	Team Leader - ESE	$ 1,352.00								
Wilson, Victoria	DSPMS	Team Leader - Electives	$ 1,352.00								
Kreismann, Andrea	DSPMS	Team Leader - CTE	$ 1,352.00								
Smith, Kelly	DSPMS	Team Leader - Guidance	$ 1,352.00								
Bittinger, Kevin	DSPMS	Team Leader - SIP	$ 1,352.00								
Neal, Lamon	DSPMS	Team Leader - PBIS	$ 1,352.00								
Bates, Jessica	DSPMS	Team Leader - MTSS	$ 1,352.00								
Evans, Nicole	DSPMS	Team Leader - 6th Gr	$ 1,352.00								
Farmer, Casey	DSPMS	Team Leader - 7th Gr	$ 1,352.00								
Platt, Megan	DSPMS	Team Leader - 8th Gr	$ 1,352.00								
Russell III, Robert	CES	Newspaper Advisor	$ 487.00								
Skidmore, Sara	CES	School History Fair Director	$ 487.00								
Lawson, Jennifer	CES	School Science Fair Director	$ 670.00								
Darby, Natalie	CES	School Initiative Sponsor	$ 515.00								
Lawson, Jennifer	CES	School Initiative Sponsor	$ 515.00								
Russell, Alicia	CES	Student Council Sponsor	$ 487.00								
Russell, Alicia	CES	Yearbook Advisor	$ 668.00								
Kraus, Nancy	CES	Elem Music Director	$ 750.00								
Kraft, Irmarie	CES	Theater Director	$ 750.00								
Poholek, Marianne	CES	Visual Arts	$ 250.00								
Honey-Baroudi, Rebecca	CES	Team Leader - KG	$ 1,352.00								
Olszewski, Noelle	CES	Team Leader - 1st Gr	$ 1,352.00								
Russell, Alicia	CES	Team Leader - 2nd Gr	$ 1,352.00								
Koenig, Deborah	CES	Team Leader - 3rd Gr	$ 1,352.00								
Zack, Amy	CES	Team Leader - 4th Gr	$ 1,352.00								
Griffith, Kim	CES	Team Leader - 5th Gr	$ 1,352.00								
Flaherty, Jennifer	CES	Team Leader - Specials	$ 1,352.00								
Lawson, Jennifer	CES	Team Leader - ESE	$ 1,352.00								
Page, Rebekah	CES	Lunch Duty - 30 Minutes	$ 1,050.00								
White, Jamie	CES	Lunch Duty - 30 Minutes	$ 1,050.00								
Holmlund, Christina	CES	Lunch Duty - 30 Minutes	$ 1,050.00								

Earl, Allison	CES	Lunch Duty - 30 Minutes	$ 1,050.00									
Viola, David	CES	Lunch Duty - 30 Minutes	$ 1,050.00									
Awtrey, Elisabeth	CES	Lunch Duty - 30 Minutes	$ 1,050.00									
Bliffen, John	FCMS	Band Director M.S.	$ 2,500.00									
Greenhalgh, Matthew Chase	FCMS	Coach Football Head M.S.	$ 1,627.50									
White, Erick	FCMS	Coach Football Assistant M.S.	$ 1,354.50									
Gagnon, Marc	FCMS	Coach Football Assistant M.S.	$ 1,354.50									
White, Erick	FCMS	Coach Basketball Head Boys	$ 1,515.15									
Hernandez, Brian	FCMS	Coach Softball M.S.	$ 1,515.15									
Blevins, Trina	FCMS	Coach Tennis M.S.	$ 945.00									
Hernandez, Brian	FCMS	Coach Golf M.S.	$ 945.00									
Duncan, Corey	FCMS	Coach Volleyball	$ 1,515.15									
Hurd, Vanessa	FCMS	Coach Volleyball Equity	$ 1,515.00									
Howland, Tiffany	FCMS	Beta Club Sponsor	$ 1,134.00									
Howland, Steven	FCMS	Production Assistant	$ 1,576.00									
Albanese, Carol	FCMS	Student Council Sponsor	$ 864.00									
Bliffen, John	FCMS	Choral Director	$ 1,300.00									
Appleton, Carol	FCMS	Yearbook Advisor	$ 1,080.00									
Blevins, Trina	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Witt, Roxanne	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Davis, Janice	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Schlechter, David	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Howland, Tiffany	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Zammetti, Danielle	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Kufner, Cynthia	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Cephus, Jason	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Albanese, Carol	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Fonseca, Milena	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Intzes, Delores	FCMS	Lunch Duty - 30 Minutes	$ 1,050.00									
Soccorso, Jenninfer	FCMS	Team Leader - 6th Gr	$ 1,352.00									
Schlechter, David	FCMS	Team Leader - 7th Gr	$ 1,352.00									
Albanese, Carol	FCMS	Team Leader - 8th Gr	$ 1,352.00									
Zammetti, Danielle	FCMS	Team Leader - ELA	$ 1,352.00									
Howland, Tiffany	FCMS	Team Leader - Math	$ 1,352.00									
Carlson, Edward	FCMS	Team Leader - Science	$ 1,352.00									
Record, Holly	FCMS	Team Leader - S/S	$ 1,352.00									
Kuczynski, Betty	FCMS	Team Leader - Electives	$ 1,352.00									
Hall, Tina	FCMS	Team Leader - ESE	$ 1,352.00									
Kufner, Cynthia	FCMS	Team Leader - Guidance	$ 1,352.00									
Witt, Roxanne	FCMS	Team Leader - MTSS/Assessment	$ 1,352.00									
Davis, Janice	FCMS	Team Leader - CTE	$ 1,352.00									
Langworthy, Kristi	WHMS	Athletic Director - 50/50 split w/Gaustad	$ 880.43									
Gaustad, Virginia	WHMS	Athletic Director - 50/50 split w/Langworthy	$ 880.43									
Nuby, Brandon	EK8	Coach Football Head M.S.	$ 1,627.50									
Neagle, Christopher	EK8	Coach Football Assistant M.S.	$ 1,354.50									
Rice, Evan	EK8	Coach Football Assistant M.S.	$ 1,354.50									
Denoy, Irvin	EK8	Coach Basketball Head Boys	$ 1,515.15									
Nuby, Brandon	EK8	Coach Track Boys	$ 1,515.15									
Toxen, Sara	EK8	Coach Tennis Girls & Boys	$ 945.00									
Scire, Philip	EK8	Coach Golf Girls & Boys	$ 945.00									
Stephens, Samantha	EK8	Cheerleading Coach	$ 1,179.15									
Nuby, Brandon	EK8	Coach Flag Football - Girls	$ 1,515.15									
Toxen, Sara	EK8	Coach - Volleyball JV Equity	$ 1,515.00									
Bigwood, Amanda	EK8	Coach - Track Assistant Equity	$ 900.00									
Huntley, Beth	EK8	Beta Club Sponsor	$ 1,134.00									
Cuevas, Toni	EK8	Newspaper Advisor	$ 487.00									
Foley, Patrick	EK8	Production Assistant	$ 1,576.00									
Blazsek, Aaron	EK8	School History Fair Director	$ 670.00									
Roman, Jillian	EK8	School Science Fair Director	$ 670.00									
Furterer, Zachary	EK8	Choral Director	$ 1,300.00									
Houston, Victoria	EK8	Yearbook Advisor - M.S.	$ 1,080.00									
Stephens, Samantha	EK8	CTE Flex	$ 1,134.00									
Snyder, Denise	EK8	Visual Arts	$ 250.00									
Weed, Donald	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Toxen, Sara	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Scire, Philip	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Mendoza, Laura	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Bigwood, Amanda	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Nuby, Brandon	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Sarran, Sabreena	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Scire, Philip	EK8	Team Leader - 8th Gr	$ 1,352.00									
Toler, Kaitlin	EK8	Team Leader - 7th Gr	$ 1,352.00									
Kittle, Laura	EK8	Team Leader - 6th Gr	$ 1,352.00									
Huntley, Beth	EK8	Team Leader - ELA	$ 1,352.00									
Toxen, Sara	EK8	Team Leader - Math	$ 1,352.00									
Ortiz, Juan	EK8	Team Leader - Science	$ 1,352.00									
Blazsek, Aaron	EK8	Team Leader - Social Studies	$ 1,352.00									
Rodriguez, Tammy	EK8	Team Leader - Reading	$ 1,352.00									
Roman, Jillian	EK8	Team Leader - Electives	$ 1,352.00									
Rivera, Susan	EK8	Team Leader - Guidance/MTSS	$ 1,352.00									
Schwartz, Heather	EK8	Team Leader - ESE Inclusion	$ 1,352.00									
Roman, Jillian	EK8	PBS Sponsor	$ 487.00									
Roman, Jillian	EK8	School Science Fair Director	$ 670.00									
Fischer, Jocelyn	EK8	School Initiative Sponsor	$ 515.00									
Weed, Donald	EK8	School Initiative Sponsor	$ 515.00									
Roman, Jillian	EK8	Student Council Sponsor	$ 487.00									
Zinn, Piper	EK8	Yearbook Advisor	$ 668.00									
Zielinski, Heather	EK8	Theater Director	$ 750.00									
Ketterer, Haydon	EK8	Visual Arts	$ 250.00									
Leonard, Jennifer	EK8	Team Leader - KG	$ 1,352.00									
McDowell, Jennifer	EK8	Team Leader - 1st Gr	$ 1,352.00									
Manning, Denise	EK8	Team Leader - 2nd Gr	$ 1,352.00									
Fischer, Jocelyn	EK8	Team Leader - 3rd Gr	$ 1,352.00									
Moffitt, Janet	EK8	Team Leader - 4th Gr	$ 1,352.00									
Edwards, Tina	EK8	Team Leader - 5th Gr	$ 1,352.00									
Langdon, Jessica	EK8	Team Leader - Specials	$ 1,352.00									
Kruck, Jennifer	EK8	Team Leader - ESE	$ 1,352.00									
Houston, Victoria	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									

Piecora, Joseph	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Montalvo, Cheanelly	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Washington, Terri	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Rivera, Susan	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Pope, Laura	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Buitrago, Silvana	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Kneiss, Krysti	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Joseph, Tanisha	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Mojica, Vanessa	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Cubillo, Katherine	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Healy, Taryn	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Box, Haley	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Schwaller, Brittany	EK8	Lunch Duty - 30 Minutes	$ 1,050.00									
Garofano, Daniel	NCTHS	Coach Baseball Head Varsity	$ 2,735.25									
Murray, Mark	NCTHS	Coach Wrestling Boys	$ 2,735.25									
Ros, Chak	NCTHS	Coach Wrestling JV Boys	$ 1,590.75									
Kelly, Tania	NCTHS	Coach Weightlifting Boys	$ 1,590.75									
Kelly, Tania	NCTHS	Coach Weightlifting Girls	$ 1,590.75									
Liggett III, Charles	NCTHS	Coach Track Boys	$ 2,735.25									
Williamson, Allyn	NCTHS	Coach Track Girls	$ 2,735.25									
Kazmier, Robert	NCTHS	Coach Track Boys Asst.	$ 1,590.75									
Coon, Brianna	NCTHS	Coach Track Girls Asst.	$ 1,590.75									
Schwefringhaus, Conner	NCTHS	Coach Tennis Boys	$ 1,590.75									
Brown, Kristine	NCTHS	Coach Tennis Girls	$ 1,590.75									
Gore, Emily	NCTHS	Coach Volleyball Head Varsity	$ 2,735.25									
Mainella, Amy	NCTHS	Coach Soccer Girls Varsity	$ 2,735.25									
Mainella, Amy	NCTHS	Coach Soccer Girls JV	$ 1,590.75									
Erbe, Gina	NCTHS	Cheerleading Coach - Competition	$ 2,735.25									
Erbe, Gina	NCTHS	Cheerleading Coach - Sideline	$ 2,413.95									
Gore, Emily	NCTHS	Coach Beach Volleyball Head Girls	$ 1,590.75									
Alabed, Lena	NCTHS	Coach Beach Volleyball Asst. Girls	$ 945.00									
Lamle, Suzzanne	NCTHS	Coach Weightlifting Girls Equity	$ 945.00									
Bilodeau, Kristen	HR	ATS Mentor - Sem 1 WWK8 (O'Kelly)	$ 750.00									
Smith, Jessica	WHMS	Band Director M.S.	$ 2,500.00									
Jernigan, Kristi	BES	Title I Compliance Liaison	$ 1,500.00									
Jernigan, Kristi	BES	Title I Family Engagement Liaison	$ 1,500.00									
Jernigan, Kristi	BES	Title I Budget Liaison	$ 1,500.00									
Pantley, Betsy	DES	Title I Compliance Liaison	$ 1,500.00									
Pantley, Betsy	DES	Title I Family Engagement Liaison	$ 1,500.00									
Farmer, Casey	DSPMS	Title I Compliance Liaison	$ 1,500.00									
Figueroa, Yamil	DSPMS	Title I Family Engagement Liaison	$ 1,500.00									
Payne Walczak, Melissa	DSPMS	Title I Budget Liaison	$ 1,500.00									
Brandhuber, Christina	EES	Title I Compliance Liaison	$ 1,500.00									
Seifried, Victoria	EES	Title I Family Engagement Liaison	$ 1,500.00									
Tubolino, Sandra	EES	Title I Budget Liaison	$ 1,500.00									
Washington, Terri	EK8	Title I Compliance Liaison	$ 1,500.00									
Cubillo, Katherine	EK8	Title I Family Engagement Liaison (50/50 split w/Roman)	$ 750.00									
Roman, Jillian	EK8	Title I Family Engagement Liaison (50/50 split w/Cubillo)	$ 750.00									
Buscemi, Wendy	EK8	Title I Budget Liaison	$ 1,500.00									
Zammetti, Danielle	FCMS	Title I Compliance Liaison	$ 1,500.00									
Zammetti, Danielle	FCMS	Title I Family Engagement Liaison	$ 1,500.00									
Whitaker, Kim	FCMS	Title I Budget Liaison	$ 1,500.00									
Sheeder, Pamela	FES	Title I Compliance Liaison	$ 1,500.00									
Sheeder, Pamela	FES	Title I Family Engagement Liaison	$ 1,500.00									
Kidd, Robin	MES	Title I Compliance Liaison	$ 1,500.00									
Sauvageot, Stephanie	MES	Title I Family Engagement Liaison	$ 1,500.00									
Kidd, Robin	MES	Title I Budget Liaison	$ 1,500.00									
Theodore, Angel	PGES	Title I Compliance Liaison	$ 1,500.00									
King, Miranda	PGES	Title I Family Engagement Liaison	$ 1,500.00									
Baldwin, Heather	PGES	Title I Budget Liaison	$ 1,500.00									
Andrade, Ashley	SHES	Title I Compliance Liaison	$ 1,500.00									
Perez, Ashley	SHES	Title I Family Engagement Liaison	$ 1,500.00									
Brown, Tasha	SHES	Title I Budget Liaison	$ 1,500.00									
Baker, Kelly	SES	Title I Family Engagement Liaison	$ 1,500.00									
Baker, Kelly	SES	Title I Compliance Liaison	$ 1,500.00									
Amick, Shannon	SES	Title I Budget Liaison	$ 1,500.00									
Woop, Maria	WES	Title I Compliance Liaison	$ 1,500.00									
Woop, Maria	WES	Title I Family Engagement Liaison	$ 1,500.00									
Woop, Maria	WES	Title I Budget Liaison	$ 1,500.00									
Brendlinger-Buse, Jessica	WHMS	Title I Compliance Liaison	$ 1,500.00									
Brendlinger-Buse, Jessica	WHMS	Title I Family Engagement Liaison	$ 1,500.00									
Brendlinger-Buse, Jessica	WHMS	Title I Budget Liaison	$ 1,500.00									
Dagliere, Teena	FES	Title I Budget Liaison	$ 1,500.00									
Bingham, Shawn	DSPMS	Coach Football Head M.S.	$ 1,627.50									
Lamon, Neal	DSPMS	Coach Football Assistant M.S.	$ 1,354.50									
Frye, Dena	DSPMS	Coach Football Assistant M.S.	$ 1,354.50									
Lamon, Neal	DSPMS	Coach Basketball Head Boys	$ 1,515.15									
Brandhuber, Patrick	DSPMS	Coach Basketball Asst Boys	$ 1,354.50									
Lamon, Neal	DSPMS	Coach Basketball Head Girls	$ 1,515.15									
Frye, Dena	DSPMS	Coach Basketball Asst Girls	$ 1,354.50									
Brandhuber, Patrick	DSPMS	Coach Track Boys	$ 1,515.15									
Frye, Dena	DSPMS	Coach Track Girls	$ 1,515.15									
Platt, Kenneth	DSPMS	Coach Tennis Boys & Girls	$ 945.00									
Brandhuber, Patrick	DSPMS	Coach Golf Boys & Girls	$ 945.00									
Frye, Dena	DSPMS	Coach Volleyball	$ 1,515.15									
Kelliher, Andrea	DSPMS	Coach Flag Football - Girls	$ 1,515.15									
Tavana, Joshua	WWHS	Band Director H.S.	$ 4,200.00									
Murugesan, Srinivasaprabu	HHS	Advanced Degree - Masters	$ 2,500.00									
Timm, Veronica	FES	Advanced Degree - Masters	$ 2,500.00									
Larocca, Jodi	NCTHS	Advanced Degree - Masters (Eff 9/2/24)	$ 2,246.19									
		Total From Previous Agenda 9/10/24	$ 1,095,461.21									
		Total Instructional Supplement/Differentiated Pay	**$1,442,092.31**									

NONINSTRUCTIONAL, PROFESSIONAL/TECHNICAL & ADMINISTRATIVE SUPPLEMENTS 2024-2025			
		Board Action 9/24/24	
Ocasio-Perez, Lissette	EK8	Translation 186/7	$ 647.50
Castro, Lourdes	SHES	Translation 186/7	$ 647.50
Doherty, Silvina	CES	Translation 197/7.75	$ 763.38
Chickering, Marian	CES	Licensed Practical Nurse	$ 2,500.00
Hernandez, Diana	EK8	Certified Patient Care Tech (PCT)	$ 1,750.00
Roberts, Donald	School Dist.	Crew Chief	$ 2,000.00
Revis, Mary	CHS	Data Entry ESE Cntr (eff 7/8/24)	$ 489.95
		Total From Previous Agenda 9/10/24	$ 72,497.86
		Total Noninstructional/PTS/Adm. Supplements	$ 81,296.19

Hernando School District

School Board Regular Meeting

Agenda Item # 11. 25-2532 9/24/2024

Title and Board Action Requested

Approve out of state travel for Christopher Clifford and Brandon Wright from D. S. Parrott Middle School to Nashville, Tennessee to attend the 2024 Annual Conference for Middle Level Education on November 6-9, 2024.

Executive Summary

The Principal of D. S. Parrott Middle School, on behalf of the Superintendent of Schools, hereby requests the Board approve the travel for the Annual Conference for Middle Level Education. Attending the AMLE conference aligns closely with the professional development needs and responsibilities of both principals and assistant principals in leading and supporting effective middle grades education.

My Contact

Chris Clifford
Principal at D. S. Parrott Middle School
clifford_c@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 3: Safe and Healthy Learning Environment

Financial Impact

The cost of the conference is approximately $1400.00 per person.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Out of State Travel AMLE

Name of Contact Person:
Christopher Clifford or Megen Schlecter
Email Address
clifford_c@hcsb.k12.fl.us or schlechter_m@hcsb.k12.fl.us
Name of School:
D. S. Parrott Middle School
Full Name of Conference Requested (no acronyms, please):
2024 Annual Conference for Middle Level Education
Location of Conference (City and State)
Gaylord Opryland Nashville, Tennessee
Dates of Conference
November 6-9, 2024
What is the rationale (purpose) for attending the conference?
AMLE24 is an opportunity to explore new strategies and best practices in middle level education, meet peers who share your passion for the middle grades, and gain inspiration and motivation you can bring back to your school communities.
Why was this conference selected over a similar opportunity in state?
The AMLE Annual Conference is the world's largest gathering of middle grades educators and celebrates the unique nature of young adolescents and the dedicated educators who support their social-emotional and academic growth. With a variety of expert featured speakers and more than 300 sessions, you'll be sure to find your people at AMLE24. Popular conference topics including:Sessions Across Subject Areas, Social-Emotional Learning, Key Middle Grades Structures, Emerging Research
How many people will be attending?
2
List the titles of all of those attending.
Christopher Clifford- Principal
Brandon Wright- Assistant Principal
If more than one person is attending, provide a justification for each participant's attendance at this conference. Be very specific. If only one attendee will participate, please enter N/A.
Attending the AMLE conference aligns closely with the professional development needs and responsibilities of both principals and assistant principals in leading and supporting effective middle grades education. From honing leadership skills to promoting equity and supporting teacher growth, the conference offers a wealth of resources and insights essential for advancing the success of middle grades schools and their students.
List the cost of registration per person.
Non-Member $549.99 per person
List the price of airfare per person. Include any anticipated baggage fees.
Round trip airfare not to exceede $325.00 per person
List the hotel costs per person.
Not to exceede $325.00 per person per night

Out of State Travel AMLE

List the cost of any reimbursable expenses per person (transfers, parking, daily meals). Be sure to adhere to District or school charter guidelines.
UBER/TAXI : $25 maximum per trip tip not to exceeed 15% Actual Expenses – If actual expenses are claimed in lieu of per diem, an itemized hotel bill must be attached. The amount of reimbursement shall not exceed the single conference room rate. If meals are claimed in lieu of per diem, the meal allowance is based on the following: o Breakfast $6.00 when travel begins before 6 a.m. and extends after 8 a.m. o Lunch $11.00 when travel begins before 12 Noon and extends after 2 p.m. o Dinner $19.00 when travel begins before 6 p.m. and extends after 8 p.m.
Provide details on how those attending will share the information gained with appropriate staff to maximize the benefit of the travel expenses. Be very specific.
Sharing the valuable information gathered from the AMLE conference with other staff members is essential for maximizing the impact of the insights and strategies gained. Here's a comprehensive plan on how we plan to effectively share this information:Compile Key Takeaways, Host a Debrief Session, Utilize Multimedia Tools, and Facilitate Small Group Discussions. By following this plan, we can effectively disseminate the valuable information received from the AMLE conference and empower our staff to integrate new ideas and strategies into their practice, ultimately benefiting the entire school community.



Schedule at a Glance

Wednesday, November 6	
4:00 PM - 6:30 PM	Registration
4:30 PM - 6:30 PM	Job-Alike Happy Hours
Thursday, November 7	
7:00 AM - 4:30 PM	Registration
8:00 AM - 9:15 AM	Opening General Session



Wednesday, November 6	
9:15 AM - 10:00 AM	Coffee Break in the Exhibit Hall Sponsored by ASA
9:15 AM - 3:00 PM	Exhibit Hall and Bookstore
10:05AM - 12:30 PM	Morning Sessions
12:30 PM - 2:00 PM	Lunch in Exhibit Hall (Included)
2:00 PM - 4:20 PM	Afternoon Sessions
5:30 PM - 6:30 PM	AMLE Business Meeting
Friday, November 8	
7:00 AM - 4:30 PM	Registration
8:00 AM - 9:15 AM	General Session
9:15 AM - 10:15 AM	Coffee Break in the Exhibit Hall & Snapshot Poster Viewing
9:15 AM - 3:00 PM	Exhibit Hall and Bookstore
10:15 AM - 12:30 PM	Morning Sessions
12:30 PM - 2:00 PM	Lunch in Exhibit Hall (Included)
2:00 PM - 4:30 PM	Afternoon Sessions
5:00 PM - 8:00 PM	AMLE Schools of Distinction Cocktail Reception and Recognition Dinner (Invitation Only)
Saturday, November 9	
8:00 AM - 11:00 AM	Registration
8:00 AM - 8:30	Morning Coffee







Wednesday, November 6	
AM	
8:30 AM - 9:30 AM	Morning Sessions
8:30 AM - 11:00 AM	Successful Middle School Workshops (Included)
8:30 AM - 10:00 PM	Constituent Committee Meetings (Invitation Only)
8:30 AM - 11:00 PM	CMLA Summit

Schedule subject to change. A full list of conference sessions will be available in September.





ABOUT AMLE

AMLE is the only international organization of its kind for middle school educators. With a community more than 35,000 members strong, AMLE is committed to helping middle school educators reach every student, grow professionally, and create great schools.

Quick Links

Exhibitor and Sponsorship Opportunities

Present at AMLE24

Register to Attend

Student Ambassador Program

HERNANDO COUNTY SCHOOL DISTRICT

Leave of Absence Form

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

LAST NAME (Print or Type)	FIRST	INITIAL	EMPLOYEE I.D. NUMBER
Clifford	Christopher	L	10305
POSITION			**SCHOOL/COST CENTER**
Principal			DSPMS/0241

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

This leave is requested: ☑ With Pay ☐ Without Pay ☐ Substitute Needed

- ☐ Sick Leave
- ☐ Personal Leave (charged to Sick Lv.)
- ☐ Personal Leave (Without Pay)
- ☐ Professional Leave
- ☐ Other_____
- ☐ Worker's Comp
- ☐ Military Leave
- ☐ Vacation Leave
- ☑ Temporary Duty (Attach documentation)
- ☐ Compensatory Time (non-exempt employees only)

*Note: This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

- ☐ Per Diem
- ☐ Mileage
- ☐ Meals
- ☐ Registration
- ☐ Hotel Expense (Single Room Rate)

Number of Hours Requested 8.0

Purpose/Benefit (DO NOT use acronyms) AMLE24 National Conference

Destination Nashville, TN

BEGINNING	ENDING
Time 8:00 AM _ PM	Time _____ AM 4:00 PM
Day of Week Sat. Date 11/9/24	Day of Week Sat. Date 11/9/24

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:					TRAVEL EXPENSE CHARGED TO:				
FUND	FUNCTION	OBJECT	CENTER	PROJECT	FUND	FUNCTION	OBJECT	CENTER	PROJECT

✗ Signature of Applicant _____ Date 9/4/24

FOR OFFICE USE ONLY: ☐ APPROVED ☐ NOT APPROVED

Site Administrator/Supervisor _____ Date _____

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any): Amount of Time substituting:

_____ _____ hours: _____ days.

_____ _____ hours: _____ days.

SO-Per-025
November 2020
Reorder from Printing

DISTRIBUTION:
White : Payroll
Yellow : Applicant (Attach to Travel Reimbursement form)
Pink : Applicant
Gold : Site Administrator

My Time Off Requests - My Requests

Date	Time	Amount	Type	Status	Year	Time Off Code	Rea
11/06/2024 Wed	8:00 am	8h 00m	Used	Approved	Current	TEMPORARY DUTY	TEM

Expand All Collapse All

Time Off Information

Name: CHRISTOPHER L CLIFFORD
Date: 11/06/2024 Wed
Status: Approved
Time Off Code: TEMPORARY DUTY
Reason: TEMP DUTY
Reason Long Description: TEMPORARY DUTY
Description: AMLE National Conference - The expense is in our Title 1 budget. We are submitting information for Board approval. Brandon and I are planning on attending
Type: Used
Days/Hours: 8h 00m
Start Time: 8:00 am

Approval History

Status	Name	Date	Time	Notes
Approved	GINA D MICHALICKA	08/23/2024 Fri	1:29 pm	
Approved	GLORIA JEAN JEDINAK	08/22/2024 Thu	8:43 am	
Created	CHRISTOPHER L CLIFFORD	08/20/2024 Tue	1:08 pm	

My Time Off Requests - My Requests

Date	Time	Amount	Type	Status	Year	Time Off Code	Rea
11/07/2024 Thu	8:00 am	8h 00m	Used	Approved	Current	TEMPORARY DUTY	TEM

Expand All Collapse All

Time Off Information

Name: CHRISTOPHER L CLIFFORD
Date: 11/07/2024 Thu
Status: Approved
Time Off Code: TEMPORARY DUTY
Reason: TEMP DUTY
Reason Long Description: TEMPORARY DUTY
Description: AMLE National Conference - The expense is in our Title 1 budget. We are submitting information for Board approval. Brandon and I are planning on attending
Type: Used
Days/Hours: 8h 00m
Start Time: 8:00 am

Approval History

Status	Name	Date	Time	Notes
Approved	GINA D MICHALICKA	08/23/2024 Fri	1:29 pm	
Approved	GLORIA JEAN JEDINAK	08/22/2024 Thu	8:43 am	
Created	CHRISTOPHER L CLIFFORD	08/20/2024 Tue	1:08 pm	

My Time Off Requests - My Requests

Date	Time	Amount	Type	Status	Year	Time Off Code	Rea
11/08/2024 Fri	8:00 am	8h 00m	Used	Approved	Current	TEMPORARY DUTY	TEM

Expand All Collapse All

Time Off Information

Name: CHRISTOPHER L CLIFFORD
Date: 11/08/2024 Fri
Status: Approved
Time Off Code: TEMPORARY DUTY
Reason: TEMP DUTY
Reason Long Description: TEMPORARY DUTY
Description: AMLE National Conference - The expense is in our Title 1 budget. We are submitting information for Board approval. Brandon and I are planning on attending
Type: Used
Days/Hours: 8h 00m
Start Time: 8:00 am

Approval History

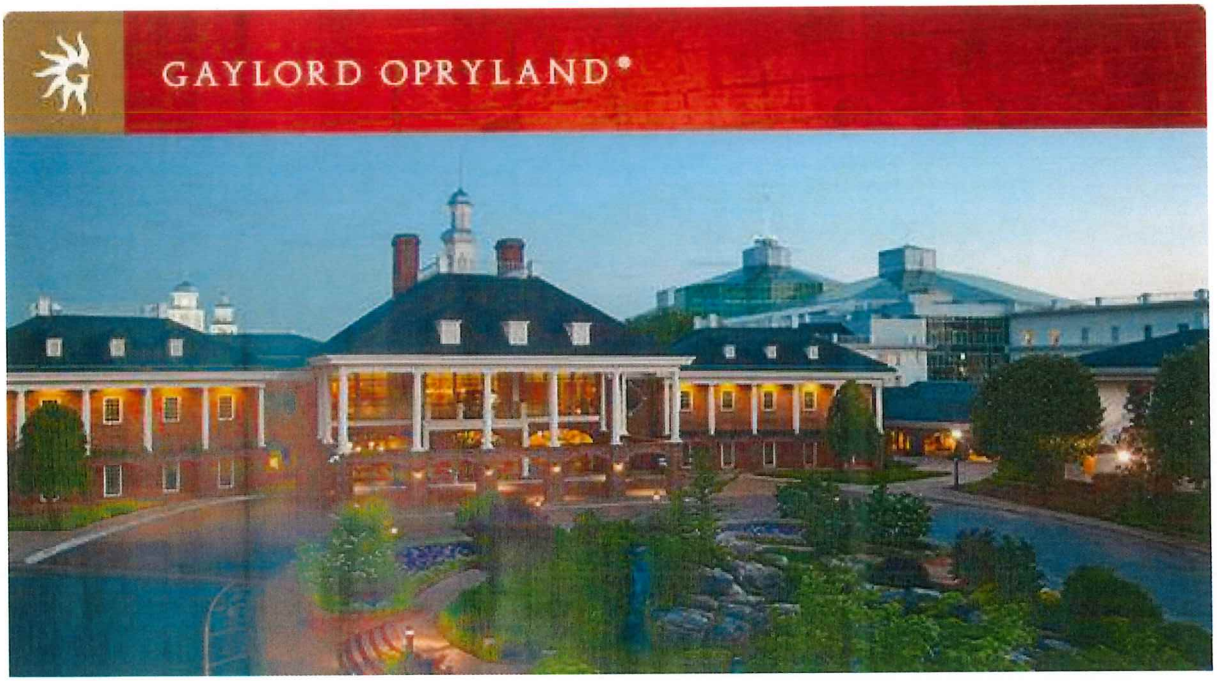
Status	Name	Date	Time	Notes
Approved	GINA D MICHALICKA	08/23/2024 Fri	1:29 pm	
Approved	GLORIA JEAN JEDINAK	08/22/2024 Thu	8:43 am	
Created	CHRISTOPHER L CLIFFORD	08/20/2024 Tue	1:08 pm	

From: The Gaylord Opryland Resort & Convention Center Team info@cvent.com

Subject: Gaylord Opryland Resort & Convention Center Reservation Confirmation For AMLE Annual Conference & Exhibit 2024

Date: August 31, 2024 at 10:23:23 PM

To: Chris Clifford coachclifford@me.com



Home Maps & Transportation Amenities Dining Spa Contact Us

Dear Chris,

We are pleased to confirm your reservations for the AMLE Annual Conference & Exhibit 2024 at Gaylord Opryland Resort & Convention Center. Our entire staff is looking forward to your arrival.

Below is a summary of your booking and room information. Should your travel plans change and you need to make updates to your reservation, click the red "Update Now" button on the right hand side of this email or call 877-491-0442.

Take advantage of Mobile Check-In. Have you added your Marriott Bonvoy™ number to your reservation? If not, please click the red "Update Now" button to add it. We'll notify you via the Marriott Bonvoy app when your room is ready. Not a Marriott Bonvoy member? Join now!

We look forward to welcoming you soon!

To update your reservation online, click the button below

UPDATE NOW

- Gaylord Opryland Resort & Convention Center



Wayfinding App

Download for step-by-step directions around the resort and access to the amenities, resources and reservations you need.

Download the app from you apple store or google play

Reservation Details

Online Confirmation Number:	XH3CQE34
Hotel Confirmation Number:	77957231
Date Booked:	Aug 31, 2024
Reservation Name:	Chris Clifford
Arrival Date:	Nov 6, 2024
Departure Date:	Nov 9, 2024
Room Type:	Run Of House Room
Special Requests:	

Number of Rooms: 1

Number of Guests: 2

Nightly Rate & Status:

Date	Guests	Status	Rate
Nov 6, 2024	2	Confirmed	249.00
Nov 7, 2024	2	Confirmed	249.00
Nov 8, 2024	2	Confirmed	249.00

Additional Guest	Rate
Second Guest	0.00
Third Guest	20.00
Fourth Guest	20.00

Total Charges: 747.00

Tax Disclosure:

Room rates shown do not include $2.50 city tax per night, 7% hotel tax per night and 9.25% state tax per night (subject to change), or parking fees. Total charges presented on the website will include all room taxes but not any applicable parking charges

- Hotel-wide high-speed internet access
- Unlimited local and long-distance calls
- Daily scheduled shuttle service to Opry Mills & The Inn at Opryland
- Bottled water (2x daily)
- Daily Dry Cleaning credit of up to $10 per room towards dry cleaning (credit is not cumulative through stay)
- Transportation to Gaylord Springs Golf Links practice range access and daily bucket of balls (rental club provided; appropriate attire required)

Cancellation Policy: All reservations are charged a one night room and tax deposit after booking. If you are unable to honor your reservation with us, please cancel 72 hours prior to your arrival date or your first night's room and tax deposit will be retained.



Gaylord Hotels *Explore Our Locations*



Gaylord National Resort
National Harbor, Maryland
(Washington D.C. Area)

Gaylord Opryland Resort
Nashville, Tennessee
(Music City)

Gaylord Palms Resort
Kissimmee, Florida
(Orlando Area)

Gaylord Texan Resort
Grapevine, Texas
(Dallas/Ft. Worth Area)

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From: Southwest Airlines southwestairlines@ifly.southwest.com
Subject: You're going to Nashville on 11/06 (4LJBC4)!
Date: August 31, 2024 at 10:11:19 PM
To: Chris Clifford coachclifford@me.com

Here's your itinerary & receipt. See ya soon!
View in web browser | View our mobile site

Southwest

Manage Flight | Flight Status | My Account

Travel notice

REAL ID Requirement: Do you have a REAL ID? Beginning May 7, 2025, you will need a state-issued REAL ID compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding REAL ID requirement.



Hello friends,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

NOVEMBER 6 - NOVEMBER 9

TPA → BNA

Tampa to Nashville

Confirmation # **4LJBC4**

Confirmation date: 08/31/2024

PASSENGER	**Chris Phd Clifford**
RAPID REWARDS #	Join or Log in
TICKET #	5262555882403
EST. POINTS EARNED	1,144

PASSENGER	**Tina Ridsdale Clifford**
RAPID REWARDS #	Join or Log in
TICKET #	5262555882402
EST. POINTS EARNED	1,144

Rapid Rewards® points are only estimations. Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List preferred status or Companion Pass qualifying points.

Your itinerary

Flight 1: Wednesday, 11/06/2024 Est. Travel Time: 1h 55m Wanna Get Away®

FLIGHT # 1308	DEPARTS	ARRIVES
	TPA 11:25AM Tampa	BNA 12:20PM Nashville

Flight 2: Saturday, 11/09/2024 Est. Travel Time: 1h 50m Wanna Get Away®

FLIGHT # 4311	DEPARTS	ARRIVES
	BNA 04:35PM Nashville	TPA 07:25PM Tampa

Payment information

Total cost

Air - 4LJBC4

Base Fare	$	380.94
U.S. Transportation Tax	$	28.58
U.S. 9/11 Security Fee	$	22.40
U.S. Flight Segment Tax	$	20.00
U.S. Passenger Facility Chg	$	18.00
Total	**$**	**469.92**

Payment

August 31, 2024
Payment Amount **$234.96**
Amer Express ending in 1001

August 31, 2024
Payment Amount **$234.96**
Amer Express ending in 1001

Fare rules: If you decide to make a change to your current itinerary it may result in a fare increase.

Your ticket numbers : 5262555882403 , 5262555882402

All your perks, all in one place. (Plus a few reminders.)

Wanna Get Away® fare: Your two bags fly free®, no change or cancel fees, 6X Rapid Rewards® points, and free same-day standby (taxes and fees may apply but refunds will be provided). Learn more.

Make sure you know when to arrive at your airport. Times vary by city.

If your plans change, cancel your reservation at least 10 minutes before the original scheduled departure time of your flight to receive a flight credit. If you don't cancel your reservation in time, your funds will be forfeited.

Prepare for takeoff

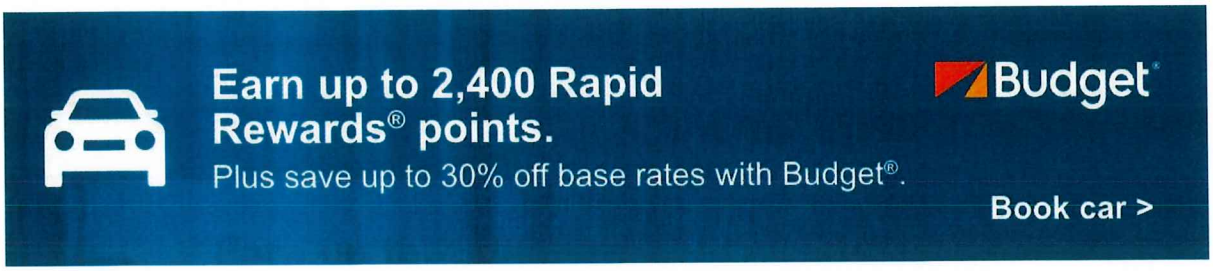
Use our app to make changes to your trip, get a boarding pass, & more.

Download app now Download app now

Don't miss out on automatic check-in

When available, EarlyBird Check-In® reserves your boarding position at 36 hours before your flight, earlier than regular check-in.

Get it now >



Earn up to 10,000 Rapid Rewards® points per night

Choose a hotel in Nashville.

Book hotel >

Have questions about your upcoming trip?

Get all the answers before you leave for the airport.

Prepare now >

Book hotel > Book car > View all offers >

Help Center | Update preferences | Download mobile app

5262555882403: NONREF/NONTRANSFERABLE -BG WN TPA WN BNA92.91WN TPA97.56USD190.47END ZP TPA5.00BNA5.00 XF TPA4.5BNA4.5
5262555882402: NONREF/NONTRANSFERABLE -BG WN TPA WN BNA92.91WN TPA97.56USD190.47END ZP TPA5.00BNA5.00 XF TPA4.5BNA4.5

AYNVR2H AYNVR2H
FDNVH2H FDNVH2H

If you do not plan to travel on your flight: In accordance with Southwest's No-Show Policy, if you are not planning to travel on any portion of this itinerary, please cancel your reservation at least 10 minutes prior to the scheduled departure time of your flight. Any Customer who fails to cancel reservations for a Wanna Get Away® or Wanna Get Away Plus™ fare segment at least ten (10) minutes prior to the scheduled departure time and who does not board the flight will be considered a no-show, and all remaining unused Wanna Get Away or Wanna Get Away Plus funds will be forfeited. All remaining unused Business Select® or Anytime funds will be converted to a flight credit. If you no-show for your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards® account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of a flight credit. Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid

Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.

Prohibition on Multiple/Conflicting Reservations: to promote seat availability for our Customers, Southwest® prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively canceled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as a flight credit for use by the Customer on a future Southwest Airlines® flight.

If you have purchased a refundable fare and choose not to travel, you must request your refund to the original payment for within 1 year of ticket issuance.

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Southwest Airlines
2702 Love Field Drive
Dallas, TX 75235
1-800-I-FLY-SWA (1-800-435-9792)

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HERNANDO COUNTY SCHOOL DISTRICT

Leave of Absence Form

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

LAST NAME (Print or Type)	FIRST	INITIAL	EMPLOYEE I.D. NUMBER
Wright	Brandon	J.	13457
POSITION			**SCHOOL/COST CENTER**
Assistant Principal			DSPMS/0241

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

This leave is requested: ☑ With Pay ☐ Without Pay ☐ Substitute Needed

- ☐ Sick Leave
- ☐ Personal Leave (charged to Sick Lv.)
- ☐ Personal Leave (Without Pay)
- ☐ Professional Leave
- ☐ Other_____
- ☐ Worker's Comp
- ☐ Military Leave
- ☐ Vacation Leave
- ☑ Temporary Duty (Attach documentation)
- ☐ Compensatory Time (non-exempt employees only)
- ☐ Per Diem
- ☐ Registration
- ☐ Mileage
- ☐ Hotel Expense (Single Room Rate)
- ☐ Meals

*Note: This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

Number of Hours Requested 8.0

Purpose/Benefit (DO NOT use acronyms) AMLE24 National Conference

Destination Nashville, TN

BEGINNING	ENDING
Time 8:00 AM _____ PM	Time _____ AM 4:00 PM
Day of Week Sat. Date 11/9/24	Day of Week Sat. Date 11/9/24

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:				
FUND	FUNCTION	OBJECT	CENTER	PROJECT

TRAVEL EXPENSE CHARGED TO:				
FUND	FUNCTION	OBJECT	CENTER	PROJECT

✗ Signature of Applicant _____ Date 9/4/24

FOR OFFICE USE ONLY: ☐ APPROVED ☐ NOT APPROVED

Site Administrator/Supervisor _____ Date _____

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any): Amount of Time substituting:

_____ _____ hours: _____ days.

_____ _____ hours: _____ days.

SO-Per-025
November 2020
Reorder from Printing

DISTRIBUTION:
White : Payroll
Yellow : Applicant (Attach to Travel Reimbursement form)
Pink : Applicant
Gold : Site Administrator

My Time Off Requests - My Requests

Date	Time	Amount	Type	Status	Year	Time Off Code	Reason	Description	A
11/06/2024 Wed	8:00 am	8h 00m	Used	Approved	Current	TEMPORARY DUTY	TEMP DUTY	Attending AMLE Conference i	

Expand All Collapse All

Time Off Information

Name: **BRANDON J WRIGHT**
Date: **11/06/2024 Wed**
Status: **Approved**
Time Off Code: **TEMPORARY DUTY**
Reason: **TEMP DUTY**
Reason Long Description: **TEMPORARY DUTY**
Description: **Attending AMLE Conference in Nashville, TN**
Type: **Used**
Days/Hours: **8h 00m**
Start Time: **8:00 am**

Approval History

Status	Name	Date	Time	Notes
Approved	CHRISTOPHER L CLIFFORD	08/23/2024 Fri	4:19 pm	
Created	BRANDON J WRIGHT	08/22/2024 Thu	2:27 pm	

My Time Off Requests - My Requests

Date	Time	Amount	Type	Status	Year	Time Off Code	Reason	Description	A
11/07/2024 Thu	8:00 am	8h 00m	Used	Approved	Current	TEMPORARY DUTY	TEMP DUTY	Attending AMLE Conference i	

Expand All Collapse All

Time Off Information

Name: **BRANDON J WRIGHT**
Date: **11/07/2024 Thu**
Status: **Approved**
Time Off Code: **TEMPORARY DUTY**
Reason: **TEMP DUTY**
Reason Long Description: **TEMPORARY DUTY**
Description: **Attending AMLE Conference in Nashville, TN**
Type: **Used**
Days/Hours: **8h 00m**
Start Time: **8:00 am**

Approval History

Status	Name	Date	Time	Notes
Approved	CHRISTOPHER L CLIFFORD	08/23/2024 Fri	4:19 pm	
Created	BRANDON J WRIGHT	08/22/2024 Thu	2:27 pm	

My Time Off Requests - My Requests

Date	Time	Amount	Type	Status	Year	Time Off Code	Reason	Description	A
11/08/2024 Fri	8:00 am	8h 00m	Used	Approved	Current	TEMPORARY DUTY	TEMP DUTY	Attending AMLE Conference i	

Expand All Collapse All

Time Off Information

Name: **BRANDON J WRIGHT**
Date: **11/08/2024 Fri**
Status: **Approved**
Time Off Code: **TEMPORARY DUTY**
Reason: **TEMP DUTY**
Reason Long Description: **TEMPORARY DUTY**
Description: **Attending AMLE Conference in Nashville, TN**
Type: **Used**
Days/Hours: **8h 00m**
Start Time: **8:00 am**

Approval History

Status	Name	Date	Time	Notes
Approved	CHRISTOPHER L CLIFFORD	08/23/2024 Fri	4:19 pm	
Created	BRANDON J WRIGHT	08/22/2024 Thu	2:27 pm	

Fwd: You're going to Nashville on 11/06 (4LIQT4)!

hockeylax8621 <hockeylax8621@aol.com>

Thu 9/5/2024 9:05 AM

To:Brandon Wright <wright_b@hcsb.k12.fl.us>

CAUTION: This email originated from outside of the Hernando County School District. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sent from my iPhone

Begin forwarded message:

From: Southwest Airlines <southwestairlines@ifly.southwest.com>
Date: August 31, 2024 at 10:09:00 PM EDT
To: hockeylax8621@aol.com
Subject: You're going to Nashville on 11/06 (4LIQT4)!
Reply-To: Southwest Airlines <no-reply@ifly.southwest.com>

Here's your itinerary & receipt. See ya soon!
View in web browser | View our mobile site

Southwest

Manage Flight | Flight Status | My Account

Travel notice

REAL ID Requirement: Do you have a REAL ID? Beginning May 7, 2025, you will need a state-issued REAL ID compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding REAL ID requirement.

Hi Brandon,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

NOVEMBER 6 - NOVEMBER 9

TPA BNA

Tampa to Nashville

Confirmation # **4LIQT4**

Confirmation date: 08/31/2024

PASSENGER	**Brandon Wright**
RAPID REWARDS #	323830522
TICKET #	5262555881374
EST. POINTS EARNED	1,144

Rapid Rewards® points are only estimations. Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List preferred status or Companion Pass qualifying points.

Your itinerary

Flight 1: Wednesday, 11/06/2024 Est. Travel Time: 1h 55m Wanna Get Away®

	DEPARTS	ARRIVES
FLIGHT # 1308	**TPA 11:25AM** Tampa	**BNA 12:20PM** Nashville

Flight 2: Saturday, 11/09/2024 Est. Travel Time: 1h 50m Wanna Get Away®

	DEPARTS	ARRIVES
FLIGHT # 4311	**BNA 04:35PM** Nashville	**TPA 07:25PM** Tampa

Payment information

Total cost

Air - 4LIQT4		
Base Fare	$	190.47
U.S. Transportation Tax	$	14.29
U.S. 9/11 Security Fee	$	11.20
U.S. Flight Segment Tax	$	10.00
U.S. Passenger Facility Chg	$	9.00
Total	**$**	**234.96**

Payment

August 31, 2024 **Payment Amount** Visa ending in 8750	**$229.36**
August 31, 2024 **Payment Amount** Flight Credit WJKY5W	**$5.60**

Fare rules: If you decide to make a change to your current itinerary it may result in a fare increase.

Your ticket number : 5262555881374

All your perks, all in one place. (Plus a few reminders.)

Wanna Get Away® fare: Your two bags fly free®, no change or cancel fees, 6X Rapid Rewards® points, and free same-day standby (taxes and fees may apply but refunds will be provided). Learn more.

Make sure you know when to arrive at your airport. Times vary by city.

If your plans change, cancel your reservation at least 10 minutes before the original scheduled departure time of your flight to receive a flight credit. If you don't cancel your reservation in time, your funds will be forfeited.

Prepare for takeoff

Use our app to make changes to your trip, get a boarding pass, & more.

Southwest Logo

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Don't miss out on automatic check-in

When available, EarlyBird Check-In® reserves your boarding position at 36 hours before your flight, earlier than regular check-in.

Get it now >

Earn up to 10,000 Rapid Rewards® points per night

Choose a hotel in Nashville.

Book hotel >

Have questions about your upcoming trip?

Get all the answers before you leave for the airport.

Prepare now >

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Help Center Update preferences Download mobile app

5262555881374: NONREF/NONTRANSFERABLE -BG WN TPA WN BNA92.91WN TPA97.56USD190.47END ZP TPA5.00BNA5.00 XF TPA4.5BNA4.5

AYNVR2H
FDNVH2H

If you do not plan to travel on your flight: In accordance with Southwest's No-Show Policy, if you are not planning to travel on any portion of this itinerary, please cancel your reservation at least 10 minutes prior to the scheduled departure time of your flight. Any Customer who fails to cancel reservations for a Wanna Get Away® or Wanna Get Away Plus™ fare segment at least ten (10) minutes prior to the scheduled departure time and who does not board the flight will be considered a no-show, and all remaining unused Wanna Get Away or Wanna Get Away Plus funds will be forfeited. All remaining unused Business Select® or Anytime funds will be converted to a flight credit. If you no-show for your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards® account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of a flight credit. **Starting July 1, 2023 (12:00 a.m. CT),** for

Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.

Prohibition on Multiple/Conflicting Reservations: to promote seat availability for our Customers, Southwest® prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively canceled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as a flight credit for use by the Customer on a future Southwest Airlines® flight.

If you have purchased a refundable fare and choose not to travel, you must request your refund to the original payment for within 1 year of ticket issuance.

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Southwest Airlines
2702 Love Field Drive
Dallas, TX 75235
1-800-I-FLY-SWA (1-800-435-9792)

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Gaylord Opryland Resort & Convention Center Reservation Confirmation For AMLE Annual Conference & Exhibit 2024

The Gaylord Opryland Resort & Convention Center Team <info@cvent.com>

Sat 8/31/2024 5:55 PM

To:Brandon Wright <wright_b@hcsb.k12.fl.us>

CAUTION: This email originated from outside of the Hernando County School District. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gaylord Opryland

Dear Brandon,

We are pleased to confirm your reservations for the AMLE Annual Conference & Exhibit 2024 at Gaylord Opryland Resort & Convention Center. Our entire staff is looking forward to your arrival.

Below is a summary of your booking and room information. Should your travel plans change and you need to make updates to your reservation, click the red "Update Now" button on the right hand side of this email or call 877-491-0442.

Take advantage of Mobile Check-In. Have you added your Marriott Bonvoy™ number to your reservation? If not, please click the red "Update Now" button to add it. We'll notify you via the Marriott Bonvoy app when your room is ready. Not a Marriott Bonvoy member? Join now!

We look forward to welcoming you soon!

- Gaylord Opryland Resort & Convention Center

To update your reservation online, click the button below

Book Now

Wayfinding App

Download for step-by-step directions around the resort and access to the amenities, resources and

Reservation Details

Online Confirmation Number: Y5SVP9YF

reservations you need.

Download the app from you apple store or google play

Hotel Confirmation Number:	77554359
Date Booked:	Aug 31, 2024
Reservation Name:	Brandon Wright
Arrival Date:	Nov 6, 2024
Departure Date:	Nov 9, 2024
Room Type:	Run Of House Room
Special Requests:	
Number of Rooms:	1
Number of Guests:	1

Nightly Rate & Status:

Date	Guests	Status	Rate
Nov 6, 2024	1	Confirmed	249.00
Nov 7, 2024	1	Confirmed	249.00
Nov 8, 2024	1	Confirmed	249.00

Additional Guest	Rate
Second Guest	0.00
Third Guest	20.00
Fourth Guest	20.00

Total Charges: 747.00

Tax Disclosure:

Room rates shown do not include $2.50 city tax per night, 7% hotel tax per night and 9.25% state tax per night (subject to change), or parking fees. Total charges presented on the website will include all room taxes but not any applicable parking charges

- Hotel-wide high-speed internet access
- Unlimited local and long-distance calls
- Daily scheduled shuttle service to Opry Mills & The Inn at Opryland
- Bottled water (2x daily)
- Daily Dry Cleaning credit of up to $10 per room towards dry cleaning (credit is not cumulative through stay)
- Transportation to Gaylord Springs Golf Links practice range access and daily bucket of balls (rental club provided; appropriate attire required)

Cancellation Policy: All reservations are charged a one night room and tax deposit after booking. If you are unable to honor your reservation with us, please cancel 72 hours prior to your arrival date or your first night's room and tax deposit will be retained.

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Gaylord Hotels *Explore Our Locations*

Gaylord National Gaylord Opryland Gaylord Palms Gaylord Texan

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HERNANDO COUNTY SCHOOL DISTRICT

Leave of Absence Form

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

LAST NAME (Print or Type)	FIRST	INITIAL	EMPLOYEE I.D. NUMBER
Clifford	Christopher	L	10305
POSITION			SCHOOL/COST CENTER
Principal			DSPMS/0241

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

This leave is requested: ☑ With Pay ☐ Without Pay ☐ Substitute Needed

- ☐ Sick Leave
- ☐ Personal Leave (charged to Sick Lv.)
- ☐ Personal Leave (Without Pay)
- ☐ Professional Leave
- ☐ Other_____
- ☐ Worker's Comp
- ☐ Military Leave
- ☐ Vacation Leave
- ☑ Temporary Duty (Attach documentation)
- ☐ Compensatory Time (non-exempt employees only)
- ☐ Per Diem
- ☐ Registration
- ☐ Mileage
- ☐ Hotel Expense (Single Room Rate)
- ☐ Meals

*Note: This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

Number of Hours Requested 8.0

Purpose/Benefit (DO NOT use acronyms) AMLE24 National Conference

Destination Nashville, TN

BEGINNING	ENDING
Time 8:00 AM _ PM	Time _____ AM 4:00 PM
Day of Week Sat. Date 11/9/24	Day of Week Sat. Date 11/9/24

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:					TRAVEL EXPENSE CHARGED TO:				
FUND	FUNCTION	OBJECT	CENTER	PROJECT	FUND	FUNCTION	OBJECT	CENTER	PROJECT

✗ Signature of Applicant _____ Date 9/4/24

FOR OFFICE USE ONLY: ☑ APPROVED ☐ NOT APPROVED

Site Administrator/Supervisor _____ Date 9/8/24

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any): Amount of Time substituting:

_____ _____ hours: _____ days.

_____ _____ hours: _____ days.

SO-Per-025
November 2020
Reorder from Printing

DISTRIBUTION:
White : Payroll
Yellow : Applicant (Attach to Travel Reimbursement form)
Pink : Applicant
Gold : Site Administrator

HERNANDO COUNTY SCHOOL DISTRICT

Leave of Absence Form

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

LAST NAME (Print or Type)	FIRST	INITIAL	EMPLOYEE I.D. NUMBER
Wright	Brandon	J.	13457
POSITION			**SCHOOL/COST CENTER**
Assistant Principal			DSPMS/0241

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

This leave is requested: ☑ With Pay ☐ Without Pay ☐ Substitute Needed

- ☐ Sick Leave
- ☐ Personal Leave (charged to Sick Lv.)
- ☐ Personal Leave (Without Pay)
- ☐ Professional Leave
- ☐ Other_____
- ☐ Worker's Comp
- ☐ Military Leave
- ☐ Vacation Leave
- ☑ Temporary Duty (Attach documentation)
- ☐ Compensatory Time (non-exempt employees only)

*Note: This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

- ☐ Per Diem
- ☐ Mileage
- ☐ Meals
- ☐ Registration
- ☐ Hotel Expense (Single Room Rate)

Number of Hours Requested 8.0

Purpose/Benefit (DO NOT use acronyms) AMLE24 National Conference

Destination Nashville, TN

BEGINNING	ENDING
Time 8:00 AM _____ PM	Time _____ AM 4:00 PM
Day of Week Sat. Date 11/9/24	Day of Week Sat. Date 11/9/24

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:					TRAVEL EXPENSE CHARGED TO:				
FUND	FUNCTION	OBJECT	CENTER	PROJECT	FUND	FUNCTION	OBJECT	CENTER	PROJECT

✗ Signature of Applicant _____ Date 9/4/24

FOR OFFICE USE ONLY: ☑ APPROVED ☐ NOT APPROVED

Site Administrator/Supervisor _____ Date 9/8/24

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any): Amount of Time substituting:

_____ _____ hours: _____ days.

_____ _____ hours: _____ days.

SO-Per-025
November 2020
Reorder from Printing

DISTRIBUTION:
White : Payroll
Yellow : Applicant (Attach to Travel Reimbursement form)
Pink : Applicant
Gold : Site Administrator

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: DSPMS Title I Budget - Travel Reimbursement

Account Number: 4120E (Fund) | 6400 (Function) | 3340 (Object) | 0241 (Cost Center) | 82500 (Project) | (Sub Project)

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 3250.00	$ 0.00	$ 0.00	$ 3250.00	$ 2260.00	$ 990.00

Account Name: _____

Account Number: _____ (Fund) | _____ (Function) | _____ (Object) | _____ (Cost Center) | _____ (Project) | _____ (Sub Project)

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$	$	$	$	$

B. Item Currently Not Budgeted -**

Funding Source: _____

Account Name: _____

Account Number: _____ (Fund) | _____ (Function) | _____ (Object) | _____ (Cost Center) | _____ (Project) | _____ (Sub Project)

Amount $ _____

Funding Source: _____

Account Name: _____

Account Number: _____ (Fund) | _____ (Function) | _____ (Object) | _____ (Cost Center) | _____ (Project) | _____ (Sub Project)

Amount $ _____

C. History

Check one:
Prior Year Budget: ☐
New for Current Year: ☑

Prior Year Approved Budget: $ $3250.00

Prior Year Actual Spent: $ _____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: DSPMS Title I Budget - Registration Fee

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project
	4120E	6400	7300	0241	82500	

Original Approved Budget	+ Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 4300.00	$ 0.00	$ 0.00	$ 4300.00	$ 1099.98	$ 3200.02

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$	$	$	$	$

B. Item Currently Not Budgeted -**

Funding Source: _____

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

Funding Source: _____

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ☐
New for Current Year: ☑

Prior Year Approved Budget: $ $4,300.00

Prior Year Actual Spent: $ _____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 12. 25-2562 9/24/2024

Title and Board Action Requested

Approve the Cooperative Agreement with You Thrive Florida Children's Advocacy Center for the 2024-2025 School Year.

Executive Summary

The Director of Student Services on behalf of the Superintendent of Schools hereby requests the Board approve the Cooperative Agreement between You Thrive Florida Children's Advocacy Center and the Hernando County School Board for the 2024-2025 School Year. The Children's Advocacy Center Education Team has and will continue to work with the K-5 grade population in providing the required/health education instruction for child trafficking prevention utilizing the Monique Burr Child Safety Matters Curriculum. This instruction is in compliance with the Florida Department of Education as it relates to House Bill 519 and Florida Statute 1003.42.

CAC will provide a trained education team member for schools and work with elementary school administration on agreed upon dates and times. This training is free of charge.

My Contact

Jill Kolasa, Director
Student Services
(352) 797-7008

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

The cost of this agenda item is $ 0. See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Cooperative Agreement Between
Hernando County School Board
and
You Thrive Florida Children's Advocacy Center
2024-2025

You Thrive Florida Children's Advocacy Center (CAC) truly values the partnership we have created we are eager to continue the meaningful and impactful work of providing Monique Burr Foundation's Child Safety Matters in all K-5 elementary schools throughout the county for the 24–25 school year. The CAC education team has been very successful in working with the K-5 grade population, which is imperative, as statistics for the state of Florida show that this is the most vulnerable population for egregious child, abuse, and neglect. Using the Monique Burr Foundation curriculum, our staff is able to convey extremely sensitive important information on a child-friendly level that helps this most vulnerable population know that they can speak up and out about any abuse that has occurred or is occurring in their life. Our staff is committed to providing a gentle approach to sensitive material all while creating a safe space for children to speak up. We strive to provide, free of any cost, staff who have been cleared through a Level II background screening. Our staff are professional, trained, and knowledgeable regarding child abuse, and what steps to take regarding disclosures. You Thrive Florida Children's Advocacy Center is passionate about our continued partnership to ensure that the children of Hernando County are educated in a manner that facilitates interactive learning with a humanistic touch.

THIS AGREEMENT is made in Hernando County, by and between, Mid Florida Community Services, Inc., a Florida not-for-profit corporation D/B/A You Thrive Florida Children's Advocacy Center hereinafter referred to as You Thrive Florida or Children's Advocacy

Center and the School Board of Hernando County, Florida, hereinafter referred to as the School Board or School District (Collectively the parties) (Individually a Party).

A. The Children's Advocacy Center and its education team will:

1. Utilize a program that is based on the latest research and has been reviewed and endorsed by national experts.

2. Provide Monique Burr Foundation's Child Safety Matters curriculum, which is comprehensive age-appropriate and developmentally appropriate K-5 instruction on Internet safety, prevention of child, abuse, exploitation, and human trafficking to help meet health education instruction requirements by the Florida Department of Education as it relates to HB 519 and Florida Statute 1003.42.

3. Empower children to spot and respond to bullying, cyberbullying, child, abuse, and digital dangers.

4. Teach children that adults are responsible for their safety, but encourage them that there are things they can do to help adults keep them safe – and provide five key safety rules.

5. Provide a humanistic touch to the lessons, encouraging children to ask questions, explore their concerns, and provide explanations around confusing content.

6. Handle any and all abuse disclosures with professionalism and care.

7. Comply with all school policies and procedures.

8. Assure that our staff is competent, trained and knowledgeable regarding the material provided to students.

9. Provide a trained education team member for schools on the dates/times agreed upon.

10. Provide services free of charge.

11. Let appropriate school personnel know, as soon as possible, if our staff must reschedule a presentation due to illness or emergency.

12. Immediately address any concerns of school personnel.

13. Always be open to feedback.

B. The Parties agree:

14. This Agreement shall be governed by the laws of the State of Florida applicable to agreements made and fully performed in Florida. The venue to address any dispute

arising between the parties from this Agreement shall exclusively lie the Florida state courts located in Hernando County, Florida.

15. To neither assign the responsibility of this Agreement to another party nor subcontract any portion of this agreement without prior written approval of all parties. Any sublicense, assignment, or transfer otherwise occurring shall be null and void.

C. Public Records

For all contractors as set forth in Section 119.0701, Florida Statutes (2019), Exhibit A, which is incorporated by reference herein

16. In accordance with the requirements of 1012.465, 1012.32 and 1012.467, Florida Statutes, You Thrive Florida agrees that each of its employees, representatives, agents, subcontractors, or suppliers, who are permitted access on school grounds when students are present, who has direct contact with students or who has access to or control of school funds, must meet Level II background screening requirements as described in the above reference statutes and School Board policies. As such, background and criminal history checks must be completed, and results can be cleared and shared with School Board prior to any employee or agent beginning work, pursuant to this Agreement. Further upon clearance, the School Board can issue a photo identification badge, which would be worn by the individual at all times while on School Board property when students are present. You Thrive Florida agrees to bear any and all costs associated with acquiring the required background screening and in obtaining the required photo identification badge.

17. It is mutually agreed and understood that the services provided by You Thrive Florida to the School Board pursuant to this Agreement are rendered by You Thrive Florida to the School Board as an independent service contractor, and nothing contained in this Agreement shall be construed as creating an employer/employee partnership, joint venture or principal/agent relationship between School Board and You Thrive Florida. In this regard, none of the You Thrive Florida's agents, representatives, employees, or independent contractors shall be deemed to be employed by the School Board for purposes of any tax or contribution levied by, under or in accordance with any federal, state or local laws with respect to employment or compensation for employment, or for any purpose whatsoever. In addition, neither You Thrive Florida nor any of its employees, agents, representatives, or independent contractors shall be entitled to any fringe benefits, including participation in any health insurance, dental, retirement, or any other defined benefit or deferred compensation plans, established or uttered by the School Board to or for the benefit of any of the School Board's employees. You Thrive Florida shall render services hereunder as an independent contractor and any duties of the You Thrive Florida arising out of this Agreement, shall be owed solely to the School Board (or its affiliates) and not for the benefit of any third parties. You Thrive Florida shall not have any right or authority, during the term of this Agreement, to assume or create any obligations or responsibilities, expressed or implied, on behalf of or in the name of the School Board (or any of its affiliates) in any way. You Thrive Florida

covenants and agrees with the School Board that You Thrive Florida shall pay, when due, all taxes or contributions levied by, or in accordance with, any federal, state or local law due with respect to any of You Thrive Florida employees, agents, or independent contractors for any and all purposes whatsoever.

18. You Thrive Florida agrees to indemnify, hold harmless and defend the School Board from and against any claims, suits, actions, damages, or causes of action arising out of the negligent, acts of You Thrive Florida arising out of or in connection with the provisions of this Agreement. You Thrive Florida, at its own expense, and upon written request by the School Board, agrees to defend any suit, action, or demand brought against the School Board on any claim or demand arising out of, resulting from You Thrive Florida performance under this Agreement. The School Board has sovereign immunity as set forth and section 768.28, Florida Statutes.

19. The School Board agrees to be fully responsible for its own acts of negligence, or its agents' negligence, when acting within the scope of their employment, and agrees to be liable for any damages, resulting from said negligence. Nothing herein is intended to serve as a waiver of sovereign, immunity by any party to which sovereign immunity may be applicable. Nothing herein shall be construed as consent by a state agency or political subdivision of the state of Florida to be sued by third parties in any matter arising out of any Agreement, as defined in 768.28 Florida statutes.

20. You Thrive Florida shall maintain throughout the term of this Agreement any renewals, general liability insurance, in an amount of not less than One Million Dollars ($1,000,000.00) per occurrence, Three Million Dollars ($3,000,000.00) aggregate covering its activities pursuant to this Agreement. The policy shall be obtained from a liability insurance carrier rated A or higher under a policy approved for use in the state of Florida. The policy shall contain an evidence/endorsement, providing abuse and molestation coverage. You Thrive Florida shall provide the School Board with a certificate of insurance naming the "School Board of Hernando County Florida, its officers, employees, and agents" as an additional insured endorsement to the general liability policy.

21. The above listing of insurance requirements is only a quick reference and the following details You Thrive Florida Children's Advocacy Center's contractual obligation for compliance with insurance:

    a) professional liability insurance for any and all claims as a result of the action, lack of action, error, or omission of You Thrive Florida, its employees, its subcontractors, or sub-consultants in an amount not less than One Million Dollars ($1,000,000.00) each claim per aggregate. If such policy is written on a claims-made basis, coverage shall remain in effect for three (3) years after the expiration or termination of this Agreement.

b) Automobile liability insurance, including all owned, non-owned, and hired vehicles when used in conjunction with providing services or driven on School Board property to perform such services in this Agreement, in an amount, not less than One Million Dollars ($1,000,000.00) for each accident.

c) Worker's Compensation insurance and statutory amounts and employers' liability and an amount not less than One Million Dollars ($1,000,000.00) each accident/disease.

d) The above insurance and required limits can be met by maintaining an umbrella or excess liability policy, which shall follow the form of all underlying policies. Such coverage shall drop down as primary on the exhaustion of any aggregate limit. The provisions of the section shall survive the expiration or termination of this Agreement.

22. Termination at Will: This Agreement may be terminated by either party upon no less than thirty (30) calendar days' notice in writing to the other party without cause unless less time is mutually agreed upon in writing by the parties. The notice must be delivered either by certified mail or in person with proof of delivery.

23. The term of this contract will begin on August 1, 2024, and end on June 30, 2025.

24. You Thrive Florida shall comply with Florida's E-Verify Laws.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the respective dates under each signature.

Approved as to form:

_____

David M. Delaney, School Board Attorney
Date: _____

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
3:56 pm, Aug 05, 2024

_____

Ray Pinder, Superintendent
Hernando County School District
919 North Broad Street
Brooksville, FL 34601
(352) 797-7000

Date: _____

YOU THRIVE FLORIDA

Mat Kline (Jul 24, 2024 08:12 CDT)

Mat Kline, CEO
POB 896
Brooksville, FL 34601
(352) 796-1425

Date: 07/24/2024

YOU THRIVE FLORIDA
CHILDREN'S ADVOCACY CENTER

Janine Kell

Janine Kell, Director
711 Benton Avenue
Brooksville, FL 34601
(352) 754-8809

Date: 07/24/2024

Exhibit A
Public Records Law Requirements
Chapter 119.0701, Florida Statutes (2019)

IF YOU THRIVE FLORIDA CHILDREN'S ADVOCACY CENTER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, THEY MUST CONTACT THE SCHOOL DISTRICT'S CUSTODIAN OF PUBLIC RECORDS, KAREN JORDAN, AT (352) 797-7070 ext. 129, HERNANDO COUNTY SCHOOL DISTRICT, 919 NORTH BROAD STREET, BROOKSVILLE, FL 34601.

If You Thrive Florida Children's Advocacy Center, is a contractor as defined by Section 119.0701(1)(a), Florida Statutes you must comply with Florida's public records law unless exempt pursuant to Florida's public records law.

You must keep and maintain public records required by the School District to perform the contracted services.

Upon request from the School District's Custodian of public records, you must provide the School District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 or otherwise provided by law.

You must ensure that public records which are *exempt* or *confidential and exempt* from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the School District.

Upon completion of the contract, you must transfer, at no cost, to the School District all public records in possession of the contractor or continue to keep and maintain public records required by the School District to perform the contracted services. *See* Section 119.0701 (2)(b)4, Florida Statutes for additional record-keeping requirements.

REQUEST FOR RECORDS RELATING TO SCHOOL DISTRICT'S CONTRACT FOR SERVICES:

A request to inspect or copy public records relating to a School District's contract for services must be made directly to the School District's records custodian. If the District does not possess the requested records, the School District shall immediately notify the contractor of the request, and the contractor must provide the records to the School District or allow the records to be inspected or copied within a reasonable time.

If the contractor does not timely comply with the School District's request for records, the School District shall be able to sue for breach of contract and the prevailing party shall be entitled to attorney's fees.

A contractor who fails to provide the requested public records to the School District within a reasonable time may be subject to penalties under Section 119.10, Florida Statute

STANDARD ADDENDUM TO AGREEMENTS WITH
THE HERNANDO COUNTY SCHOOL BOARD

WHEREAS, the undersigned has entered into an Agreement or Contract (hereinafter Agreement) with the Hernando County School Board; and,

WHEREAS, the Agreement sets forth the general terms and conditions of the relationship between the parties; and,

WHEREAS, the undersigned acknowledges that the School Board is the contracting authority for the Hernando County School Board and there are certain standard contract terms expected to be in every agreement by the School Board; and,

WHEREAS, the undersigned hereby agrees that these standard terms are part of the Agreement with the School Board.

1. The Contractor hereby agrees to indemnify, defend and hold the School Board harmless from and against any and all damages of any nature whatsoever which are caused or materially contributed to by the negligent, reckless or intentional acts of the Indemnifying Party.

2. To the extent that the agreement requires the School Board to indemnify Contractor, it shall only be to the extent of the limits set forth in section 768.28(5), Florida Statutes. and then only for the negligent or wrongful act or omission of any officer or employee of the School Board acting within the scope of the **officer's/employee's** office or employment under circumstances in which the state or such agency or subdivision, if a private person, would be liable to the claimant. Further, except as specifically provided herein, the School Board does not waive any defense of sovereign immunity. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by section 768.28 (9), Florida Statutes. Notwithstanding the foregoing, the School Board intends to avail itself of the benefits of section 768.28 and of other statutes and common law governing sovereign immunity to the fullest extent possible. However, in no event will the School Board's liability under this provision exceed the sum of the lesser of the following: (a) the amount paid by the School Board to Contractor or (b) the amounts identified as statutory limits pursuant to section 768.28, Florida Statutes. if applicable. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

3. **The parties agree to each pay their own attorneys' fees and costs relating to the** negotiation of the Agreement and this Addendum and in relation to any action to enforce the terms of either document.

4. As may be applicable, all persons providing goods or services to the School Board pursuant the Agreement shall undergo the necessary background screening described in section 1012.465, Florida Statutes at their own cost before coming onto School Board property.

5. If the Agreement requires the expenditure of funds for more than one fiscal year, the Agreement shall be subject to termination by the School Board without cause upon a thirty (30) day notice.

6. Any conflict between the terms of this Addendum and the parties original Agreement or subsequent modifications thereof are to be resolved in favor of this Addendum.

7. The Agreement and this Addendum are to be construed in accordance with the laws of the State of Florida, and the parties hereby agree that performance of the terms and provisions of the Agreement are to be performed solely within the State of Florida. The Parties agree that the Circuit Court for the Fifth Judicial Circuit, Hernando County, Florida **(hereinafter "Court"), shall** have sole and exclusive jurisdiction to enforce the terms of this Agreement, notwithstanding any provisions in the Agreement to the contrary, and the Parties further agree that they will present any disputes under this Agreement, including, without limitation, any claims for breach or enforcement of this Agreement, exclusively to the Court.

8. The payment obligation of the School Board created by the Agreement is conditioned upon the availability of funds that are appropriated or allocated for the payment of services or products. If such funds are not allocated and available, the Agreement may be terminated by the School Board at the end of the period for which funds are available. The School Board shall notify the Contractor at the earliest possible time before such termination. No penalty shall accrue to the School Board in the event this provision is exercised, and the School Board shall not be obligated or liable for any future payments due or for any damages as a result of such termination.

9. If, and to the extent the agreement provides for the payment of any applicable sales taxes, the Parties acknowledge that the School Board is an entity which is exempt from the same as provided by section 212.08(6), Florida Statutes.

10. The Parties agree that in the event Contractor files for bankruptcy, insolvency or receivership during the term of this agreement, the School Board may, at its option, terminate and cancel said contract, in which event all rights hereunder shall immediately cease and terminate.

11. Neither party shall be liable to the other, nor deemed in default under this Agreement **to the extent that such party's performance under this Agreement is rendered impossible,** impractical, or prevented by reason of force majeure. For purposes of this Agreement, the term **"force majeure"** means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; labor disputes; civil disorders; fires; floods; hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the term of the Agreement.

12. Notwithstanding any provision to the contrary in the agreement, all payments due from the School Board for non-construction services hereunder shall be governed by the provisions of Chapter 218, Florida Statutes.

13. If, and to the extent that the agreement provides for reimbursement of travel and related expenses, the Parties agree that such reimbursements shall be subject to the reimbursement schedules contained in section 112.061, Florida Statutes.

14. Contractor confirms that neither it nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any governmental department or agency. This certification is a material representation of fact upon which reliance will be placed when the School Board executes this agreement. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to the other remedies available to School Board, School Board may terminate the Agreement for default by Contractor.

15. E-Verify. Pursuant to section 448.095, Florida Statutes, Contractor shall use the U.S. Department of Homeland **Security's** E-Verify system https://e-verify.uscis.gov/emp, to verify the employment eligibility of all employees hired during the term of this Agreement. If Contractor enters into a contract with a subcontractor, the subcontractor must provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and the Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement. Failure to comply with this provision is a material breach of the Agreement and the School Board may choose to terminate the Agreement at its sole discretion and seek damages pursuant to Florida Statute. By signing below, Contractor affirms that it is registered with and uses the E-Verify system, is otherwise in compliance with section 448.095, Florida Statutes , and acknowledges that it is required to maintain such compliance throughout the term of any Contract entered between the parties.

16. Public records compliance provisions. Any confidentiality provisions in the **Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida** Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. The parties recognize that the School Board is a governmental entity, subject to Florida law regarding public access to records under Florida Statute, Chapter 119. As such, the Parties agree that only such information as is exempt and confidential under the provisions of law shall be considered confidential under the Term of this agreement and Any confidentiality provisions in the Agreement shall be read in harmony with **Florida's** Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. To the extent Contractor provides School Board any information which it believes is confidential or exempt, Contractor shall notify School Board of the specific information that it believes is confidential, as well as the basis for the exemption. Additionally, to the extent that the Contractor has any obligation to act in agency for the School Board, it shall maintain its records subject to section 119.0701, Fla. Stat. If and to the extent that contractor has access to any other confidential information regarding the School Board (such as security information as contemplated by section 119.071(c), Fla. Stat.), the Contractor agrees to use reasonable measures to maintain the confidentiality of such information.

17. To the extent Contractor maintains information that is subject to a public record request, it shall provide the public access to such records in accordance with, and subject to the applicable statutory terms and fees. Failure to do so will be considered a material breach of the original Agreement resulting in immediate termination with no penalty to School Board, and

Contractor will indemnify and hold the School Board harmless for any and all damages and expenses suffered as a result of the material breach and contract termination. Contractor must comply with Florida public records laws, including but not limited to chapter 119, Florida Statutes and section 24 of article I of the Constitution of Florida, and specifically agrees to:

a. Keep and maintain public records required by the School Board in order to perform the service under this agreement; and

b. Upon request from the School **Board's** custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law; and

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the School Board; and

d. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the contractor or keep and maintain public records required by the School Board to perform the service. If the contractor transfers all public records to the School Board upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School **Board's** custodian of public records, in a format that is compatible with the information technology systems of the School Board.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 919 N. BROAD STREET, BROOKSVILLE, FL 34601, Jordan_k@hcsb.k12.fl.us or (352) 797-7009.

Notwithstanding any other provisions of law or statutory interpretation, failure of the Contractor to abide by the terms of these public records provisions shall be deemed a material breach of this agreement and the School Board may enforce the terms of this provision in the form of a court proceeding and shall, as a prevailing party, be entitled to reimbursement of all reasonable **attorney's** fees and costs associated with that proceeding. This provision shall survive any termination or expiration of the contract.

18. If the Contractor receives any student information / records as a result of this agreement, it will maintain any such information / records as confidential and will not release same to any third parties without the express written approval of the School Board, except third parties **who are essential to Contractor's delivery of its services to the School Board and who are bound** to maintain the confidentiality of student information/records, and prohibited from unauthorized

redisclosure of such information. Contractor agrees to comply with the Student Online Personal Information Protection Act, section 1006.1494, Florida Statutes. Furthermore, Contractor agrees to maintain and utilize all such student information/records in accordance with the FERPA regulations and only as provided for in the Agreement and this Addendum. If student information/records are requested by way of subpoena or court order, Contractor shall notify the School Board of such request in writing including a copy of the subpoena or order and shall otherwise comply with the FERPA regulations.

19. Contractor agrees to execute an Affidavit Regarding the Use of Coercion for Labor and Services as required by section 787.06(13), Florida Statutes.

20. If the Contractor receives access to an individual's personal identifying information as a result of this agreement, Contractor agrees to provide the School Board with an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not meet any of the criteria in section 287.138(2)(a) to (c), Florida Statutes.

21. Contractor acknowledges that it will comply with all applicable Florida and Federal laws, ordinances, rules and regulations.

Signed and dated by authorized representatives as provided below:

Contractor:

Mat Kline
Mat Kline (Aug 22, 2024 15:01 EDT)

Printed Name: Mat Kline

Title: CEO

Date: 08/22/24

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
3:28 pm, Aug 12, 2024

FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in Rule 60A-1.020, F.A.C.

Name of entity is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Mat Kline

Title: CEO

Signature: Mat Kline
Mat Kline (Aug 22, 2024 15:01 EDT)

Date: 08/22/24

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
12:28 pm, Aug 13, 2024

State of Florida

Affidavit Regarding the Use of Coercion for Labor and Services

Respondent Vendor Name: Mid Florida Community Services, Inc. d/b/a You Thrive Florida

Vendor FEIN: 59-1235202

Vendor's Authorized Representative Name and Title: Janine Kell Director

Address: 711 Benton Avenue

City: Brooksville State: FL ZIP: 34601

Phone Number: 352-754-8809

Email Address: jkell@youthrivefl.org

Section 787.06(13), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute.

The Hernando County School District, Florida is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of Respondent, I certify that the company identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: Janine Kell

AUTHORIZED SIGNATURE

Print Name and Title: Janine Kell Director

Date: 8/22/24

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
12:27 pm, Aug 13, 2024

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source No Financial Impact

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

Funding Source _____

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ☐
New for Current Year: ☐

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 13. 25-2574 9/24/2024

Title and Board Action Requested

Approve overnight field trip for Weeki Wachee High School Volleyball to Venice, FL to attend the Battle of the Beach Tournament on September 26, 2024 to September 28, 2024.

Executive Summary

The Principal of WWHS, Edward LaRose, on behalf of the Superintendent of Schools, hereby requests the Board approve for the Girl's Volleyball team attend this tournament from September 26 - 28, 2024 with a budget of $3070.00.

My Contact

Erin Clark
Volleyball Coach
clark_e@hcsb.k12.fl.us
352-797-7029 ext. 226

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Weeki Wachee
High School
12150 Vespa Way
Weeki Wachee, FL 34614

Ed LaRose
Principal

Phone (352) 797-7029
Fax (352) 797-7129
Website
www.hernandoschools.org/schools/weeki-wachee-high-school

HERNANDO SCHOOL DISTRICT
Learn it. Love it. Live it.

Mildred Murrman-Dudley
Assistant Principal

Jodi Slone
Assistant Principal

John Weaver
Assistant Principal

To Whom It May Concern,

I am writing to request permissions for out Volleyball Team to attend The Battle of the Beach Tournament in Vencie, FL overnight. This trip is scheduled to leave WWHS on September 26, 2024 at 8:00pm and return on September 28, 2024 at 10:00pm.

The estimated cost of this trip will not exceed $3,070.00, including tournament fees, hotel, meals, snacks, and water.

This tournament is a great opportunity for the volleyball team to compete against other teams in Florida, building self-confidence in the girls and creating stronger teamworking skills.

Thank you for considering our request.

Sincerely,

Erin Clark
Volleyball Coach

HERNANDO COUNTY SCHOOL DISTRICT

Leave of Absence Form

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

LAST NAME (Print or Type)	FIRST	INITIAL	EMPLOYEE I.D. NUMBER
Miller	Taylor	TM	16903
POSITION			SCHOOL/COST CENTER: Weeki Wachee HS

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

This leave is requested: ☒ With Pay ☐ Without Pay ☐ Substitute Needed

- ☐ Sick Leave
- ☐ Personal Leave (charged to Sick Lv.)
- ☐ Personal Leave (Without Pay)
- ☐ Professional Leave
- ☐ Other_____
- ☐ Worker's Comp
- ☐ Military Leave
- ☐ Vacation Leave
- ☒ Temporary Duty (Attach documentation)
- ☐ Compensatory Time (non-exempt employees only)

*Note: This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

☐ Per Diem ☐ Mileage ☐ Meals
☐ Registration ☐ Hotel Expense (Single Room Rate)

Number of Hours Requested _____

Purpose/Benefit (DO NOT use acronyms) volleyball Tournament

Destination Venice High School, Venice, FL

BEGINNING	ENDING
Time 7:10 ☒ AM ☐ PM	Time 2:45 ☐ AM ☒ PM
Day of Week Thursday Date 9/26/24	Day of Week FRIDAY Date 9/27/24

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:					TRAVEL EXPENSE CHARGED TO:				
FUND	FUNCTION	OBJECT	CENTER	PROJECT	FUND	FUNCTION	OBJECT	CENTER	PROJECT

✗ Signature of Applicant _____ Date 9/4/24

FOR OFFICE USE ONLY: ☒ APPROVED ☐ NOT APPROVED

Site Administrator/Supervisor _____ Date 9/6/24

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any): Amount of Time substituting:

_____ _____ hours: _____ days.

_____ _____ hours: _____ days.

DISTRIBUTION:
White : Payroll
Yellow : Applicant (Attach to Travel Reimbursement form)
Pink : Applicant
Gold : Site Administrator

SO-Per-025
November 2020
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HERNANDO COUNTY SCHOOL DISTRICT

Leave of Absence Form

Each Leave of Absence request must be approved by Site Administrator/Supervisor and submitted with the regular payroll.

LAST NAME (Print or Type)	FIRST	INITIAL	EMPLOYEE I.D. NUMBER
Clark	Erin	K	15324
POSITION			SCHOOL/COST CENTER
Teacher			Weeki Wachee HS

Except in the case of an emergency, all leave, other than sick leave, must be approved in advance. If the request for sick leave is pre-planned (i.e. doctor's appointment), it must be pre-approved. For sick leave absences that are not pre-planned, this form must be completed upon return within five (5) working days.

TO BE COMPLETED BY APPLICANT:

I hereby apply for:

This leave is requested: ☒ With Pay ☐ Without Pay ☐ Substitute Needed

- ☐ Sick Leave
- ☐ Personal Leave (charged to Sick Lv.)
- ☐ Personal Leave (Without Pay)
- ☐ Professional Leave
- ☐ Other_____
- ☐ Worker's Comp
- ☐ Military Leave
- ☐ Vacation Leave
- ☒ Temporary Duty (Attach documentation)
- ☐ Compensatory Time (non-exempt employees only)
- ☐ Per Diem
- ☐ Registration
- ☐ Mileage
- ☐ Meals
- ☐ Hotel Expense (Single Room Rate)

*Note: This leave does not constitute any salary in addition to that which the individual would normally receive for the dates indicated herein.

Number of Hours Requested _____

Purpose/Benefit (DO NOT use acronyms) Volleyball Tournament

Destination Venice High School, Venice, FL

BEGINNING	ENDING
Time 7:30 AM ~~PM~~	Time 2:45 AM ~~PM~~
Day of Week Thursday	Day of Week Friday
Date 9/26/24	Date 9/27/24

SOURCE OF FUNDS

SUBSTITUTE CHARGED TO:

FUND	FUNCTION	OBJECT	CENTER	PROJECT

TRAVEL EXPENSE CHARGED TO:

FUND	FUNCTION	OBJECT	CENTER	PROJECT

✗ Signature of Applicant Erin Clark Date 9/4/24

FOR OFFICE USE ONLY: ☒ APPROVED ☐ NOT APPROVED

Site Administrator/Supervisor _____ Date 9/6/24

Project Director (if applicable) _____ Date _____

TO BE COMPLETED BY PRINCIPAL OR SUPERVISOR AND SUBMITTED WITH THE REGULAR PAYROLL.

This leave constitutes _____ hour(s) for the regular employee listed above.

Name of substitute(s) (if any): Amount of Time substituting:

_____ _____ hours: _____ days.

_____ _____ hours: _____ days.

DISTRIBUTION:
White : Payroll
Yellow : Applicant (Attach to Travel Reimbursement form)
Pink : Applicant
Gold : Site Administrator

SO-Per-025
November 2020
Reorder from Printing

Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name _____

Account Number _____ Fund _____ Function _____ Object _____ Cost Center _____ Project _____ Sub Project

Original Approved Budget + -	Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$	$	$	$	$

Account Name _____

Account Number _____ Fund _____ Function _____ Object _____ Cost Center _____ Project _____ Sub Project

Original Approved Budget + -	Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$	$	$	$	$

B. Item Currently Not Budgeted -**

Funding Source: Student Self Pay

Account Name: Volleyball

Account Number: 8020E (Fund) 9800 (Function) 3310 (Object) 0391 (Cost Center) 92000 (Project) 03200 (Sub Project)

Amount $ 3,070.00

Funding Source _____

Account Name _____

Account Number _____ Fund _____ Function _____ Object _____ Cost Center _____ Project _____ Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ◉

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT**

Agenda Item # 14. 25-2578 9/24/2024

Title and Board Action Requested
Approval and Permission to Post the 2024-2025 State Uniform Assessment Calendar

Executive Summary
The Director of Research and Accountability, on behalf of the Superintendent of Schools, hereby requests the Board approval of the 2024-2025 State Uniform Assessment Calendar.

According to Section 1008.22(7), Florida Statute (F.S.), and State Board of Education Rule 6A-1-094224, Florida Administrative Code (F.A.C.), each school district must complete this uniform calendar with district-required assessment information, publish the calendar to the district website, and provide it to the Florida Department of Education by October 1st of each year. Districts must provide the completed calendars to schools and include the calendar in their parent guides. In addition, each school must publish the complete calendar on its website.

The following table provides a summary of the changes in minutes for assessments for this year from the previous year.

Grade	% of Time Spent on Assessments 23-24	% of Time Spent on Assessments 24-25
K	1.3%	1.3%
1	1.3%	1.3%
2	1.3%	1.3%
3	2.3%	2.3%
4	2.3%	2.3%
5	2.8%	2.6%
6	2.6%	1.9%
7	2.8%	2.2%
8	2.9%	2.2%
9	2.6%	1.8%
10	2.8%	1.5%
11	2.2%	0.6%
12	0.3%	0.3%

Several changes were made which include the addition of STAR Progress monitoring for high school Algebra I and Geometry and the deletion of NWEA for Science Progress Monitoring in Grades 5-8 and nine-weeks exams in middle and high school.

My Contact

Sonsee Sanders
Director of Research and Accountability
352-797-7000 ext. 224
Sanders_s@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

2024–25 Uniform Statewide Assessment Calendar

According to Section 1008.22(7)(b), Florida Statutes (F.S.), and State Board of Education Rule 6A-1.094224, Florida Administrative Code (F.A.C), the uniform assessment calendar must be published on the Florida Department of Education (FDOE) website by January of each year for, at a minimum, the following two school years. Prior to posting, FDOE will complete sections 1 through 4 with the appropriate information.

Each school district must then complete the uniform calendar with district-required assessment information, publish the calendar to the district website, and provide it to the FDOE by October 1 of each school year. Districts must provide completed calendars to schools and include the calendar in their parent guides. In addition, each school must publish the completed calendar on its website.

The statewide assessment information provided by the Department in sections 1 through 4 should not be altered; however, districts may otherwise modify and populate this template to accurately indicate their assessment schedules for the school year.

1. Glossary of Assessment Terms

The following glossary includes definitions of assessment terms and explanations of acronyms used throughout this template. The FDOE will populate this section with state-level terms in addition to those specified in s. 1008.22(7)(i), F.S. Districts may add rows as needed for additional glossary terms that are specific to district-required assessments but should not modify any FDOE-provided information.

Acronym/Term	Definition
ACCESS for ELLs	Assessing Comprehension and Communication in English State-to-State (ACCESS) for English Language Learners (ELLs)
Accommodation	Per Rule 6A-1.0943, F.A.C., "Accommodations are defined as adjustments to the presentation of the statewide standardized assessment questions, methods of recording examinee responses to the questions, scheduling for the administration of a statewide standardized assessment to include amount of time for administration, settings for administration of a statewide standardized assessment, and the use of assistive technology or devices to facilitate the student's participation in a statewide standardized assessment."
ASVAB	Armed Services Vocational Aptitude Battery
B.E.S.T.	Benchmarks for Excellent Student Thinking
CBT	Computer-Based Test
CLT	Classic Learning Test
Concordant and Comparative Scores	Concordant and comparative scores refer to scores that have been determined by establishing a relationship between assessments that measure similar (but not identical) constructs, such as the Algebra 1 End-of-Course Assessment and the SAT. In statute, concordant refers to scores associated with the ELA assessment and comparative refers to scores associated with the Algebra 1 assessment. A student can meet assessment graduation requirements by earning a concordant or comparative score as specified in Rule 6A-1.09422, F.A.C.
Diagnostic	Assessments that measure students' understanding of a subject area or skills base, which allow teachers and educators to evaluate student learning, focusing on strengths and areas of need.
District Window	The selected dates within the statewide window during which a district will administer a given assessment.
District-Required Assessments	Assessments required by the school district for students in a specific grade or course.
ELA	English Language Arts
EOC	End-of-Course

2024–25 Uniform Statewide Assessment Calendar

Acronym/Term	Definition
Evaluative	Assessments that measure student proficiency at selected intervals in order to compare change over time and to compare state-level results.
FAA	Florida Alternate Assessment; The FAA—Datafolio is designed to provide meaningful information about students with the most significant cognitive disabilities who typically do not have a formal mode of communication and are working at pre-academic levels. The FAA—Performance Task is a performance-based assessment for students with the most significant cognitive disabilities aligned to the state's alternate academic achievement standards.
FAST	Florida Assessment of Student Thinking
FCLE	Florida Civic Literacy Exam
Formative	Formative assessments are the formal and informal ways that teachers and students gather and respond to evidence of student learning. Formative assessments are part of teaching in the classroom. Formative assessments will not result in a score that will appear on a student's report card, but they serve the greater purpose of informing both students and teachers on what changes need to happen in classroom instruction to better serve the needs of individual students.
Interim	Interim assessments are administered on a smaller scale (i.e., school or district) with results that can be used at the classroom level or aggregated at the school- or district-level. Depending on the design, interim assessments can be used to predict a student's ability to succeed on a summative assessment, to evaluate a program, or to diagnose student learning gaps.
NAEP	National Assessment of Educational Progress
PBT	Paper-Based Test
PM1	The baseline administration of FAST Progress Monitoring in the beginning of the school year.
PM2	The midyear administration of FAST Progress Monitoring in the middle of the school year.
PM3	The summative administration of FAST Progress Monitoring at the end of the school year; the statewide, standardized ELA assessment for students in grades 3 through 10 and the statewide, standardized Mathematics assessment for students in grades 3 through 8.
Progress Monitoring	The process used to determine whether a student's academic performance is improving, at what rate it is improving, and how effective instruction has been. In accordance with s. 1008.25(9)(b)1., F.S., the progress monitoring assessments for VPK through grade 2 must be administered at least three times within a program year or school year, as applicable, with the first administration occurring no later than the first 30 instructional days after a student's enrollment or the start of the program or school year, the second administration occurring midyear, and the third administration occurring within the last 30 days of the program or school year. In accordance with s. 1008.25(9)(b)2., F.S., the progress monitoring assessments for grades 3 through 10 must be administered at the beginning, middle, and end of the school year.
PSAT/NMSQT	Preliminary SAT/National Merit Scholarship Qualifying Test
Summative	Assessments that evaluate student mastery of Florida's academic standards at or near the conclusion of the course of instruction.
Statewide, Standardized Assessments	All assessments required by s. 1008.22, F.S.
Statewide Window	The range of dates during which districts and/or schools may choose to administer a given assessment.
Testing Time	The amount of time individual students are each given to respond to test items on each test.
VPK	Florida's Voluntary Prekindergarten Education Program

2024–25 Uniform Statewide Assessment Calendar

2. Test, Type, and Purpose/Use

FDOE will populate this section with information related to state-level tests. Districts may add rows as needed to define district-required tests, test type, and their purpose/use in the district, but they should not modify any FDOE-provided information. If additional types are added, define applicable types in the glossary.

Test	Type	Purpose/Required Use	Statutory Authority/Required Use Citation
ACCESS for ELLs	Diagnostic	Measure English language acquisition of ELLs	s. 1003.56, F.S. Rule 6A-6.0902, F.A.C. Rule 6A-6.09021, F.A.C. Rule 6A-6.0903, F.A.C. Rule 6A-1.09432, F.A.C
Alternate ACCESS	Diagnostic	Measure English language acquisition of ELLs with significant cognitive disabilities	
ACT	Summative	Inform course placement; can be used as a concordant or comparative score to meet assessment graduation requirements; provide postsecondary opportunities	s. 1008.22, F.S. Rule 6A-1.09422, F.A.C.
ASVAB	Evaluative	Determine whether a student is qualified to enlist in the military and to assign an appropriate military job.	s. 1003.451, F.S.
CLT	Summative	Inform course placement; can be used as a concordant or comparative score to meet assessment graduation requirements; provide postsecondary opportunities	s. 1008.22, F.S. Rule 6A-1.09422, F.A.C.
FAST PM1 and PM2	Diagnostic/Progress Monitoring	Provides information in mastering the appropriate grade-level standards and provides information on students' progress to parents, teachers, and school and program administrators. Used to provide data for accountability of the Voluntary Prekindergarten Education Program.	s. 1002.68, F.S. s. 1008.25(9), F.S. Rule 6M-8.601, F.A.C.
FCLE	Summative	If passed, exempts students from the postsecondary civic literacy assessment requirement established by s. 1007.25(4), F.S.	s. 1003.4282(3)(d), F.S. s. 1007.25(5)(b), F.S.
B.E.S.T. Writing	Summative	Purpose: statewide, standardized assessments, including FAST PM3, measure student achievement of Florida's academic standards Required uses: third grade retention; high school standard diploma; EOC assessments as 30% of course grade; school grades; school improvement rating; district grades; School Improvement; Federal Percent of Points Index (FPPI); Department of Juvenile Justice (DJJ) accountability rating; Value-Added Model (VAM); scholar designation; Credit Acceleration Program; school improvement plans; school, district, state, and federal reporting;	s. 1002.38, F.S. s. 1002.394, F.S. s. 1002.395, F.S. s. 1002.40, F.S. s. 1002.45, F.S. s. 1002.68, F.S. s. 1003.4156, F.S. s. 1003.4282, F.S. s. 1003.4285, F.S. s. 1003.433, F.S.
EOC	Summative		
FAST PM3	Progress Monitoring/Summative		
FAA—Performance Task	Summative		
FAA—Datafolio	Portfolio		
Statewide Science Assessment	Summative		

2024–25 Uniform Statewide Assessment Calendar

Test	Type	Purpose/Required Use	Statutory Authority/Required Use Citation
		assessment provisions for students in scholarship programs and stationed on military bases; New Worlds Reading Initiative; Reading Achievement Initiative for Scholastic Excellence (RAISE) Program	s. 1003.485, F.S. s. 1004.04, F.S. s. 1004.85, F.S. s. 1008.213, F.S. s. 1008.22, F.S. s. 1008.25, F.S. s. 1008.33, F.S. s. 1008.34, F.S. s. 1008.341, F.S. s. 1008.365, F.S. s. 1012.34, F.S. s. 1012.56, F.S. Rule 6A-1.09422, F.A.C. Rule 6A-1.094221, F.A.C. Rule 6A-1.094222, F.A.C. Rule 6A-1.0943, F.A.C. Rule 6A-1.09432, F.A.C. Rule 6A-1.09981, F.A.C. Rule 6A-1.099811, F.A.C. Rule 6A-1.099822, F.A.C. Rule 6A-5.0411, F.A.C. Rule 6A-6.0531, F.A.C. Rule 6A-6.0532, F.A.C.
NAEP	Evaluative	Measure student performance for comparison among state and national populations over time	s. 1008.22, F.S.
PreACT	Summative	Inform course placement	s. 1007.35, F.S.
PSAT/NMSQT	Summative	Inform course placement; can be used as a concordant or comparative score to meet Algebra 1 assessment graduation requirements	s. 1007.35, F.S. Rule 6A-1.09422, F.A.C.
SAT	Summative	Inform course placement; can be used as a concordant or comparative score to meet assessment graduation requirements; provide postsecondary opportunities	s. 1008.22, F.S. Rule 6A-1.09422, F.A.C.

2024–25 Uniform Statewide Assessment Calendar

3. Required Statewide Assessments

The following assessments are required for students as indicated in the **Students to Be Tested** column. FDOE will complete this section with the required statewide assessments. Districts should then populate the **District Window** column for each assessment in the table but should not modify any FDOE-provided information.

When calculating total test time in Section 6, do not include times for assessments indicated by grey rows, which indicate duplicate assessment windows (e.g., EOCs), assessments that take the place of another assessment, or assessments that do not have a specified testing time.

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
VPK FAST PM1	Students enrolled in VPK	First 30 instructional days after a student's enrollment or the start of a program year or school year	**September 5-September 19, 2024**	CBT	10–20 minutes	Immediately following test completion
FAST PM1	Kindergarten–Grade 1 ELA Reading	August 5–September 27, 2024[1]	**August 26-September 6, 2024**	CBT[2]	10–20 minutes	Immediately following test completion
FAST PM1	Grade 2 ELA Reading	August 5–September 27, 2024[1]	**August 26-September 6, 2024**	CBT[2]	15–20 minutes	Immediately following test completion
FAST PM1	Kindergarten–Grade 2 Mathematics	August 5–September 27, 2024[1]	**August 26-September 6, 2024**	CBT[2]	20–30 minutes	Immediately following test completion
FAST PM1	Grades 3–10 ELA Reading	August 12–September 27, 2024	**September 3-13, 2024**	CBT[2]	90 minutes[3]	Immediately following test completion
FAST PM1	Grades 3–5 Mathematics	August 12–September 27, 2024	**September 16-20, 2024**	CBT[2]	80 minutes[3]	Immediately following test completion
FAST PM1	Grades 6–8 Mathematics	August 12–September 27, 2024	**September 16-20, 2024**	CBT[2]	100 minutes[3]	Immediately following test completion

2024–25 Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
FAA—Datafolio[4]	Grades 3–10 ELA (Reading & Writing); Grades 3–8 Mathematics; Grades 5 & 8 Science; and Algebra 1, Biology 1, Civics, Geometry, & U.S. History EOCs	Collection Period 1: September–October 2024		PBT	Varies/Untimed	June 2025
FAA—Datafolio[4]	Grades 3–10 ELA (Reading & Writing); Grades 3–8 Mathematics; Grades 5 & 8 Science; and Algebra 1, Biology 1, Civics, Geometry, & U.S. History EOCs	Collection Period 2: November–December 2024		PBT	Varies/Untimed	June 2025
FCLE	Students enrolled in associated courses	November 4–December 20, 2024	**November 18-22, 2024**	CBT[2]	160 minutes[5]	Immediately following test completion
VPK FAST PM2	Students enrolled in VPK	Midyear	**January 13-27, 2025**	CBT	10–20 minutes	Immediately following test completion
FAST PM2	Kindergarten–Grade 1 ELA Reading	December 2, 2024–January 24, 2025	**December 2-13, 2024**	CBT[2]	10–20 minutes	Immediately following test completion
FAST PM2	Grade 2 ELA Reading	December 2, 2024–January 24, 2025	**December 2-13, 2024**	CBT[2]	15–20 minutes	Immediately following test completion
FAST PM2	Kindergarten–Grade 2 Mathematics	December 2, 2024–January 24, 2025	**December 2-13, 2024**	CBT[2]	20–30 minutes	Immediately following test completion
FAST PM2	Grades 3–10 ELA Reading	December 2, 2024–January 24, 2025	**December 9, 2024 - January 17, 2025**	CBT[2]	90 minutes[3]	Immediately following test completion

2024–25 Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
FAST PM2	Grades 3–5 Mathematics	December 2, 2024–January 24, 2025	**January 8-January 17, 2025**	CBT[2]	80 minutes[3]	Immediately following test completion
FAST PM2	Grades 6–8 Mathematics	December 2, 2024–January 24, 2025	**January 8-January 17, 2025**	CBT[2]	100 minutes[3]	Immediately following test completion
FAA—Datafolio[4]	Grades 3–10 ELA (Reading & Writing); Grades 3–8 Mathematics; Grades 5 & 8 Science; and Algebra 1, Biology 1, Civics, Geometry, & U.S. History EOCs	Collection Period 3: February–March 2025		PBT	Varies/Untimed	June 2025
FAA—Performance Task[6]	Grades 3–8 ELA & Mathematics; Grades 4–8 Writing; Grades 5 & 8 Science; and Civics EOC	February 24–April 11, 2025		PBT	Varies/Untimed	June 2025
ACT[7]	Grade 11 students in districts that selected ACT	March–April 2025	**April 8-17, 2025**	CBT	175 minutes	3–8 weeks after test administration
CLT[7]	Grade 11 students in districts that selected CLT	March–April 2025	**N/A**	CBT	120 minutes	Within 8 business days
SAT[7]	Grade 11 students in districts that selected SAT	March–April 2025	**N/A**	CBT	134 minutes	2–4 weeks after test administration
FAA—Performance Task[6]	Grades 9 & 10 ELA; Grades 9 & 10 Writing; and Algebra 1, Biology 1, Geometry, and U.S. History EOCs	March 10–April 25, 2025		PBT	Varies/Untimed	June 2025
B.E.S.T. Writing	Grades 4–10	March 31–April 11, 2025		CBT[2]	120 minutes[5]	June 2025

2024–25 Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	Statewide Window	District Window	Mode	Testing Time	Results Expected
FCLE	Students enrolled in associated courses	March 31–May 30, 2025		CBT[2]	160 minutes[5]	Immediately following test completion
VPK FAST PM3	Students enrolled in VPK	The last 30 days of the program or school year	**May 1-14, 2025**	CBT	10–20 minutes	Immediately following test completion
FAST PM3	Kindergarten ELA Reading	April 14–May 30, 2025[8]	**April 14-May 2, 2025**	CBT[2]	10–20 minutes	Immediately following test completion
FAST PM3	Grades 1–2 ELA Reading	April 14–May 30, 2025[8]	**April 14-May 2, 2025**	CBT[2]	15–20 minutes	Immediately following test completion
FAST PM3	Kindergarten–Grade 2 Mathematics	April 14–May 30, 2025[8]	**April 14-May 2, 2025**	CBT[2]	20–30 minutes	Immediately following test completion
FAST PM3	Grades 3–10 ELA Reading	May 1–30, 2025	**May 1-7, 2025**	CBT[2]	120 minutes[3]	Immediately following test completion
FAST PM3	Grades 3–5 Mathematics	May 1–30, 2025	**May 5-16, 2025**	CBT[2]	100 minutes[3]	Immediately following test completion
FAST PM3	Grades 6–8 Mathematics	May 1–30, 2025	**May 5-16, 2025**	CBT[2]	120 minutes[3]	Immediately following test completion
Algebra 1, Geometry, Biology 1, Civics, and U.S. History EOCs	Students enrolled in associated courses	May 1–30, 2025	**May 5-23, 2025**	CBT[2]	160 minutes[3]	Immediately following test completion
Statewide Science	Grades 5 and 8	May 1–30, 2025	**May 8-9, 2025**	CBT[2]	160 minutes[3]	Immediately following test completion

[1] K–2 FAST assessments for PM1 must be administered within the first 30 instructional days of the school year.

[2] Paper-based accommodations (e.g., regular print, large print, braille, one-item-per-page) for computer-based tests are available to eligible students if indicated as an accommodation on an IEP or Section 504 plan.

[3] Any student who has not completed the session by the end of the allotted time may continue working; however, testing must be completed within the same school day.

[4] The FAA—Datafolio is designed for students with the most significant cognitive disabilities for whom participation in the general statewide assessment or the FAA—Performance Task is inappropriate, even with accommodations.

[5] Any student who has not completed the test by the end of the allotted time may continue working up to half the length of a typical school day.

[6] The FAA—Performance Task is designed for students with the most significant cognitive disabilities for whom participation in the general statewide assessment is inappropriate, even with accommodations.

[7] Each district must choose to administer the ACT, CLT, or SAT. Complete the row for the assessment chosen by your district and then change the background for the assessment not chosen to gray and leave the district window cell blank.

[8] K–2 FAST assessments for PM3 must be administered within the last 30 instructional days of the school year.

4. Statewide Assessments for SELECT Students

The following assessments are only intended for selected students/students in certain sub-groups. The FDOE will complete this section with the applicable statewide assessments. Districts should then populate the **District Window** column for the assessments in the table below but should not modify any FDOE-provided information. If an assessment is not being administered in your district, indicate "N/A" in the District Window column.

Because the tests included in this section are not administered to all students or, in some cases, are optional for students, the testing time for these tests should not be included in the total testing time calculated in Section 6.

Assessment	Students to Be Tested[3]	Statewide Window	District Window	Mode	Testing Time	Results Expected
ASVAB		None Specified	**November 2024 March 2025**	CBT/PBT	CBT: 198 minutes PBT: 149 minutes	Approximately 2 weeks after testing
FAST Grade 10 ELA Reading Retake		September 9–October 4, 2024	**September 9-13, 2024**	CBT[1]	120 minutes[2]	Immediately following test completion
Algebra 1, Geometry, Biology 1, Civics, and U.S. History EOCs		September 9–October 4, 2024	**September 16-27, 2024**	CBT[1]	160 minutes[2]	Immediately following test completion
FAA—Performance Task[4] Grade 10 ELA and Algebra 1 EOC Makeup		September 23–October 11, 2024	**September 23-October 11, 2024**	PBT	Varies/Untimed	December 2024
PSAT/NMSQT	Grade 10	October 2024	**October 2024**	PBT	165 minutes	January 2025
PreACT	Grade 10	October 2024–April 2025	**N/A**	PBT	150 minutes	Approximately 2 weeks after testing
NAEP Long-Term Trend	Select students ages 9, 13, and 17	Age 13: October–December 2024 Age 9: January–March 2025 Age 17: March–May 2025	**March-May 2025**	CBT	90 minutes	Summer 2026

2024–25 Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested[3]	Statewide Window	District Window	Mode	Testing Time	Results Expected
FAST Grade 10 ELA Reading Retake		December 2–20, 2024	**December 2-6, 2024**	CBT[1]	120 minutes[2]	Immediately following test completion
Algebra 1, Geometry, Biology 1, Civics, and U.S. History EOCs		December 2–20, 2024	**December 9-13, 2024**	CBT[1]	160 minutes[2]	Immediately following test completion
ACCESS for ELLs	Grades K–12 currently classified as ELL with "LY" code	January 20–March 14, 2025	**January 20-March 14, 2025**	PBT	Kindergarten: 45 minutes Grades 1–12: 105–245 minutes (varies by grade-level/tier)	June 2025
Alternate ACCESS	Grades K–12 with significant cognitive disabilities and currently classified as ELL with "LY" code	January 20–March 14, 2025	**January 20-March 14, 2025**	PBT	120 minutes	June 2025
FAST Grade 10 ELA Reading Retake		May 1–30, 2025	**May 1-2, 2025**	CBT[1]	120 minutes[2]	Immediately following test completion
FAST Grade 10 ELA Reading Retake		July 14–25, 2025	**July 14-25, 2025**	CBT[1]	120 minutes[2]	Immediately following test completion
Algebra 1, Geometry, Biology 1, Civics, and U.S. History EOCs		July 14–25, 2025	**July 14-25, 2025**	CBT[1]	160 minutes[2]	Immediately following test completion

[1] Paper-based accommodations (e.g., regular print, large print, braille, one-item-per-page) for computer-based tests are available to eligible students if indicated as an accommodation on an IEP or Section 504 plan.

[2] Any student who has not completed the session by the end of the allotted time may continue working; however, testing must be completed within the same school day.

[3] If indicated, "applicable students" relates to the sub-group(s) of students who *may* take that assessment; it does not indicate that all students throughout the state in that sub-group will take that assessment. Assessments for which no applicable student group is listed are available to students as needed but are not limited to any specific sub-group.

[4] The FAA—Performance Task is designed for students with the most significant cognitive disabilities for whom participation in the general statewide assessment is inappropriate, even with accommodations.

5. District-Required Assessment Information

Complete the table below with assessments that are required for all schools in the district.

Assessment	Students to Be Tested	District Window	Mode	Testing Time	Results Expected

2024–25 Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	District Window	Mode	Testing Time	Results Expected
i-Ready Reading Diagnostic AP1	Grades K-8	August 12-30, 2024	CBT	50-90 minutes	Immediately upon completion
i-Ready Mathematics Diagnostic AP1	Grades K-8	August 12-30, 2024	CBT	50-90 minutes	Immediately upon completion
i-Ready Reading Diagnostic AP2	Grade K-5	November 4-22, 2024	CBT	50-90 minutes	Immediately upon completion
i-Ready Mathematics Diagnostic AP2	Grade K-5	November 4-22, 2024	CBT	50-90 minutes	Immediately upon completion
i-Ready Reading Diagnostic AP2	Grades 6-8 Intensive Courses only	November 4-22, 2024	CBT	50-90 minutes	Immediately upon completion
i-Ready Mathematics Diagnostic AP2	Grade 6-8 Intensive Courses only	November 4-22, 2024	CBT	50-90 minutes	Immediately upon completion
i-Ready Reading Diagnostic AP3	Grade K-5	April 14-May 30, 2025	CBT	50-90 minutes	Immediately upon completion
i-Ready Mathematics Diagnostic AP3	Grade K-5	April 14-May 30, 2025	CBT	50-90 minutes	Immediately upon completion
i-Ready Reading Diagnostic AP3	Grades 6-8 Intensive Courses only	April 14-30, 2025	CBT	50-90 minutes	Immediately upon completion
i-Ready Mathematics Diagnostic AP3	Grade 6-8 Intensive Courses only	April 14-30, 2025	CBT	50-90 minutes	Immediately upon completion
AP1	Grades 9-10 Algebra 1 & Geometry Courses	September 2-13, 2024	CBT	30 minutes	Immediately upon completion

2024–25 Uniform Statewide Assessment Calendar

Assessment	Students to Be Tested	District Window	Mode	Testing Time	Results Expected
AP2	Grades 9-10 Algebra 1 & Geometry Courses	November 14-15, 2024	CBT	30 minutes	Immediately upon completion
AP3	Grades 9-10 Algebra 1 & Geometry Courses	January 20-31, 2025	CBT	30 minutes	Immediately upon completion
AP4	Grades 9-10 Algebra 1 & Geometry Courses	April 1-11, 2025	CBT	30 minutes	Immediately upon completion
District Writing Assessment	Grades 4-10	February 2025	CBT	120 minutes	March 28, 2025

6. Estimates of Total Testing Time by Grade Level

Estimates of average time for administering state-required and district-required assessments (listed in Sections 3 and 5 above) by grade level. Subject-based assessments should be included with the grade level to which they are most likely to be administered (e.g., Biology 1 with grade 9).

Grade Level	Statewide Assessments[1]			District Assessments[1]			Approximate Total Testing Time (In Minutes)
	Range of Minutes	Median Number of Minutes	% Net Instructional Time[2]	Range of Minutes	Median Number of Minutes	% Net Instructional Time[2]	
VPK	30–60	45	0.10%	0	0	0	45
K	90–150	120	0.28%	300-540	420	0.97%	540
1	95–150	122.5	0.28%	300-540	420	0.97%	542.5
2	105–150	127.5	0.30%	300-540	420	0.97%	547.5
3	560	560	1.30%	300-540	420	0.97%	980
4	680	680	1.26%	420-660	540	1.00%	1,220
5	840	840	1.56%	420-660	540	1.00%	1,380

[1] In accordance with Senate Bill 2524 § 45 (Chapter 2022-154, § 45, Laws of Florida), the Department must collect from each school district, by grade level, the range and median number of minutes per school year, including as a percentage of net instructional time, students in prekindergarten through grade 5 spend on district-required assessments and coordinated screening and progress monitoring and state-required assessments and coordinated screening and progress monitoring.

[2] The percent net instructional time is based on 43,200 instructional minutes per school year for VPK through grade 3 and on 54,000 instructional minutes per school year for grades 4 through 5, per s. 1011.61, F.S.

Grade Level	Statewide Assessments	District Assessments	Approximate Total Testing Time (In Minutes)**
6	740	300	1,040

7	900	300	1,200
8	900	300	1,200
9	740	240	980
10	580	240	820
11	160+175/120/134[1]	0	335
12	160	0	160

[1] The amount of time for grade 11 statewide assessments will depend on whether a district selects ACT, CLT, or SAT. If ACT, use 335 minutes (160 + 175) for the grade 11 Statewide Assessments cell. If CLT, use 280 minutes (160 + 120) for the grade 11 Statewide Assessments cell. If SAT, use 294 minutes (160 + 134) for the grade 11 Statewide Assessments cell.

Hernando County Schools District Testing Times 2024-2025

District Assessment	STAR Progress Monitoring Algebra 1	STAR Progress Monitoring Geometry	iReady Reading - K-5	iReady Math - K-5	iReady Reading - 6-8	iReady Math - 6-8	District Writing Tasks	Total Minutes 24-25	Hours 24-25
Test Time (min)	**30**	**30**	**50-90**	**50-90**	**50-90**	**50-90**	**120**		
Times Per Year	**4**	**4**	**3**	**3**	**1**	**1**	**1**		
Grade Levels Assessed	**9th**	**10th**	**K-5**	**K-5**	**6-8**	**6-8**	**4-10**		
K			270	270				540	9.00
1st			270	270				540	9.00
2nd			270	270				540	9.00
3rd			270	270				540	9.00
4th			270	270			120	660	11.00
5th			270	270			120	660	11.00
6th					90	90	120	300	5.00
7th					90	90	120	300	5.00
8th					90	90	120	300	5.00
9th	120						120	240	4.00
10th		120					120	240	4.00
11th								0	0.00
12th								0	0.00

District Assessment	Total Minutes 23-24	Hours 23-24	Total Minutes 24-25	Hours 24-25	Difference 2023-2024 to 2024-2025 (minutes)	Reason for difference in minutes
K	435	7.25	420	7	-15	No Longer administering Kindergarten Oral Language Screener
1st	420	7.00	420	7	0	Assessments and time lengths remained the same
2nd	420	7.00	420	7	0	Assessments and time lengths remained the same
3rd	420	7.00	420	7	0	Assessments and time lengths remained the same
4th	540	9.00	540	9	0	Assessments and time lengths remained the same
5th	720	12.00	540	9	-180	No Longer Administering NWEA (60 minutes 3X a year)
6th	680	11.33	300	5	-380	No Longer Administering: NWEA (60 minutes 3X a year), World History 9 Weeks District Exam (50 minutes 4X a year)
7th	630	10.50	300	5	-330	No Longer Administering: NWEA (60 minutes 3X a year), Civics 9 Weeks District Exam (50 minutes 3X a year)
8th	680	11.33	300	5	-380	No Longer Administering NWEA (60 minutes 3X a year), United States History District 9 Weeks Exam (50 minutes 4X a year)
9th	660	11.00	240	4	-420	No Longer Administering: DAP Algebra 1 (60 minutes 3X a year), Environmental Science 9 Weeks District Exam (90 minutes 4X a year) Addition of Star Progress Monitoring Algebra 1 (30 minutes 4X a year)
10th	930	15.50	240	4	-690	No Longer Administering: DAP Geometry (60 minutes 3X a year), Biology 9 Weeks District Exam (90 minutes 3X a year) , World History 9 Weeks District exam (90 minutes 4X a year) Addition of Star Progress Monitoring Geometry (30 minutes 4X a year)
11th	870	14.50	0	0	-870	No Longer Administering: DAP Algebra 2 (60 minutes 4X a year), U.S. History District 9 Weeks Exam (90 minutes 3X a year), Physical Science 9 Weeks District Exam (90 minutes 4X a year)
12th	0	0.00	0	0	0	No Change

	Statewide Assessments[1]						District Assessments[1]						Approximate Total Testing Time (In Minutes)	
	Range of Minutes		Median Number of Minutes		% Net Instructional Time[2]		Range of Minutes		Median Number of Minutes		% Net Instructional Time[2]			
Grade Level	23-24	24-25	23-24	24-25	23-24	24-25	23-24	24-25	23-24	24-25	23-24	24-25	23-24	24-25
VPK	30–60	30-60	45	45	0.10%	0.10%	0	0	0	0	0%	0	45	45
K	90–150	90-150	120	120	0.28%	0.28%	315-555	300-540	435	420	1.01%	0.97%	555	540
1	90–150	90-150	120	122.5	0.28%	0.28%	300-540	300-540	420	420	0.97%	0.97%	540	542.5
2	105–150	105-150	127.5	127.5	0.30%	0.30%	300-540	300-540	420	420	0.97%	0.97%	547.5	547.5
3	560	560	560	560	1.30%	1.30%	300-540	300-540	420	420	0.97%	0.97%	980	980
4	680	680	680	680	1.26%	1.26%	420-660	420-660	540	540	1.00%	1.00%	1220	1,220
5	800	840	800	840	1.48%	1.56%	600-840	420-660	720	540	1.33%	1.00%	1520	1,380

[1] In accordance with Senate Bill 2524 § 45 (Chapter 2022-154, § 45, Laws of Florida), the Department must collect from each school district, by grade level, the range and median number of minutes per school year, including as a percentage of net instructional time, students in prekindergarten through grade 5 spend on district-required assessments and coordinated screening and progress monitoring and state-required assessments and coordinated screening and progress monitoring.

[2] The percent net instructional time is based on 43,200 instructional minutes per school year for VPK through grade 3 and on 54,000 instructional minutes per school year for grades 4 through 5, per s. 1011.61, F.S.

Grade Level	Statewide Assessments		District Assessments		Approximate total Testing Time (In Minutes)	
	23-24	24-25	23-24	24-25	23-24	24-25
6	740	740	680	300	1420	1,040
7	900	900	630	300	1530	1,200
8	860	900	680	300	1540	1,200
9	740	740	660	240	1400	980
10	580	580	930	240	1510	820
11	335	335	870	0	1205	335
12	160	160	0	0	160	160

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 15. 25-2534 9/24/2024

Title and Board Action Requested
Accept the Audit of BEST Academy for Fiscal Year Ending June 30, 2024

Executive Summary
The Chief Financial Officer, on behalf of the Superintendent of Schools, hereby requests the Board accept the 2023 -2024 Audit Report for BEST Academy. In accordance with the charter school contract and Section 1002.33 (9) (g), Florida Statutes, attached is the audit of BEST Academy for fiscal year ending June 30, 2024. The audit was performed by the CPA firm, King & Walker, CPA's, PL.

My Contact
Joyce McIntyre
Chief Financial Officer
352-797-7004 Ext.438

2023-28 Strategic Focus Area
Priority 5: Fiscal Transparency and Capital Planning

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.

A Charter School and Component Unit of the
District School Board of Hernando County, Florida

INDEPENDENT AUDITOR'S REPORT

for the fiscal year ended JUNE 30, 2024

King & Walker, CPAs, PL

Certified Public Accountants

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BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.

TABLE OF CONTENTS

	PAGE NO.
FINANCIAL SECTION	
Independent Auditor's Report	1
Management's Discussion and Analysis – (Unaudited)	4
Basic Financial Statements	
Government-Wide Financial Statements:	
Statement of Net Position	9
Statement of Activities	10
Fund Financial Statements:	
Balance Sheet – Governmental Funds	11
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net position	12
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	13
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities	14
Notes to Financial Statements	15
Other Required Supplementary Information	
Budgetary Comparison Schedule – General Fund - (Unaudited)	24
Note to Required Supplementary Information	25
COMPLIANCE AND INTERNAL CONTROL	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*	26
Management Letter as required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, *Charter School Audits.*	28

KING & WALKER
CERTIFIED PUBLIC ACCOUNTANTS

Members:
Florida Institute of CPAs
American Institute of CPAs
Government Audit Quality Center

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Independent Auditor's Report

To the Board of Directors of the Brooksville Engineering, Science & Technology Academy, Inc.,
a Charter School and Component Unit of the District
School Board of Hernando County, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Brooksville Engineering, Science & Technology Academy, Inc., ("School") a charter school and component unit of the District School Board of Hernando County, Florida, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the School, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (*Government Auditing Standards*), issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Budgetary Comparison Schedule, and Note to Required Supplementary Information, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report August 12, 2024 , on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's, internal control over financial reporting and compliance.



August 12, 2024
Tampa, Florida

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.

A Charter School and Component Unit of the District School Board of Hernando County, Florida

MANAGEMENT'S DISCUSSION AND ANALYSIS - (Unaudited)

The Management's Discussion and Analysis (MD&A) section of the annual financial report of the Brooksville Engineering, Science & Technology Academy, Inc. ("School") provides an overview of the School's activities for the fiscal year ended June 30, 2024.

Because the information contained in the MD&A is intended to highlight significant transactions, events, and conditions, it should be considered in conjunction with the School's financial statements and notes to financial statements, as listed in the table of contents.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended June 30, 2024, the School's revenues exceeded expenses as shown on the School's statement of activities by $35,482.
- As shown on the statement of net position, the School reported an unrestricted net position balance of $174,748.

OVERVIEW OF THE FINANCIAL STATEMENTS

The basic financial statements consist of three components:

- ✓ Government-wide financial statements
- ✓ Fund financial statements
- ✓ Notes to financial statements

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of net position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the School presented on the accrual basis of accounting. The statement of net position provides information about the government's financial position, its assets and liabilities, using an economic resources measurement focus. The difference between the assets and liabilities, the net position, is a measure of the financial health of the School. The statement of activities presents information about the change in the School's net position and the results of operations, during the fiscal year. An increase or decrease in net position is an indication of whether the School's financial health is improving or deteriorating. To assess the overall financial position of the School, one needs to consider additional non-financial factors such as changes in the School student base funding level.

Fund Financial Statements

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund financial statements provide more detailed information about the School's financial activities, focusing on its most significant funds rather than fund types. This is in contrast to the entity-wide perspective contained in the government-wide financial statements.

Governmental Funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds utilize a spendable financial resources measurement focus rather than the economic resources measurement focus found in the government-wide financial statements. The financial resources measurement focus allows the governmental fund financial statements to provide information on near-term inflows and outflows of spendable resources as well as balances of spendable resources available at the end of the fiscal year.

The governmental fund financial statements provide a detailed short-term view that may be used to evaluate the School's near-term financing requirements. This short-term view is useful when compared to the long-term view presented as governmental activities in the government-wide financial statements. To facilitate this comparison, both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation of governmental fund to governmental activities.

The School operates the following funds; a General Fund to account for its general operations and internal account activities, a Capital Projects Fund to account for financial resources that are restricted, committed or assigned to expenditures for capital outlays, and a Special Revenue Fund to account for Federal grant programs. For reporting purposes, the General Fund is considered a major fund. Data from the other governmental funds are combined into a single aggregate presentation.

The School adopts an annual budget for its General Fund. A budgetary comparison schedule, as required, has been provided for the General Fund to demonstrate compliance with the budget.

Notes to Financial Statements

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of the School's current and prior year net position:

Net Position, End of Year

	Governmental Activities		
	6-30-23	6-30-24	Increase (Decrease)
ASSETS			
Current and Other Assets	$ 136,285	$ 177,950	$ 41,665
Capital Assets, Net	8,642	182,699	174,057
Total Assets	144,927	360,649	215,722
LIABILITIES			
Current Liabilities	$ 1,600	$ 3,202	$ 1,602
Noncurrent Liabilities	-	178,838	178,838
Total Liabilities	1,600	182,040	180,440
NET POSITION			
Net Investment in Capital Assets	8,642	3,861	(4,781)
Unrestricted	134,685	174,748	40,063
Total Net Position	$ 143,327	$ 178,609	$ 35,282

Current Assets consists primarily of cash and cash equivalents. Capital assets increased due to the inception of a long-term leased asset agreement. Liabilities consist of accounts payable and a long-term lease liability. Total Net Position amounted to $178,609 which included an Unrestricted Net Position balance of $174,748.

The following is a summary of the School's net change in position for the current and prior year:

Operating Results for the Year

	Governmental Activities		
	6-30-23	6-30-24	Increase (Decrease)
Revenues:			
Federal Through State and Local	$ 78,725	$ 36,649	$ (42,076)
State	559,525	767,474	207,949
Local and Other	70,803	95,322	24,519
Total Revenues	709,053	899,445	190,392
Expenses:			
Instruction	388,300	472,622	84,322
Instructional Staff Training	141	256	115
Board	27,672	8,954	(18,718)
General Administration	24,430	34,235	9,805
School Administration	179,965	221,501	41,536
Facilities Acquisition & Construction	50,400	-	(50,400)
Fiscal Services	1,929	1,249	(680)
Student Transportation	12,977	7,644	(5,333)
Operation of Plant	102,447	31,950	(70,497)
Community Service	16,937	30,371	13,434
Debt Service - Interest	-	11,991	11,991
Unallocated Depreciation /Amortiztion	5,311	43,190	37,879
Total Expenses	810,509	863,963	53,454
Increase/(Decrease) in Net Position	$ (101,456)	$ 35,482	$ 136,938

The largest revenue source for the School is the State of Florida (85%). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP formula utilizes student enrollment data to determine the funds available for the School.

The largest concentration of expenses is in Instruction which accounted for 55% of total expenditures, and consists primarily of teachers' salaries.

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

Governmental Funds

As the School completed the year, its governmental funds reported a combined fund balance of $174,748.

BUDGETARY HIGHLIGHTS

The General Fund budget for the fiscal year ended June 30, 2024, was developed based on the School's anticipated revenues and expenditures and the expected student population for the school year. Over the course of the year, management monitors the budget and may revise the budget. Refer to the Budgetary Comparison Schedule for additional information.

CAPITAL ASSETS

The School's investment in capital assets for its governmental activities as of June 30, 2024, amounts to $182,699 (net of accumulated depreciation/amortization). This investment in capital assets includes leased asset-building, furniture, fixtures, and equipment and motor vehicles. Additional information regarding the School's capital assets can be found in the notes to the financial statements.

DEBT

The School has entered into a long-term lease for its educational facility through June 30, 2028. This lease has been reported as long-term debt under guidance from GASB 87 in the amount of $217,247. Additional information regarding the long-term debt can be found in the notes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the School's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Principal, Brooksville Engineering, Science & Technology Academy, Inc., 835 School Street, Brooksville, Florida 34601.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF NET POSITION
June 30, 2024

	Government Activities
ASSETS	
Cash & Cash Equivalents	$ 177,950
Capital Assets:	
Leased Assets - Buildings, Net	178,837
Furniture, Fixtures, and Equipment, Net	3,862
Motor Vehicles, Net	-
Total Capital Assets	182,699
TOTAL ASSETS	360,649
LIABILITIES	
Accounts Payable	3,202
Noncurrent Liabilities:	
Due Within One Year:	
Long-term Lease Payable	40,779
Due After One Year:	
Long-term Lease Payable	138,059
TOTAL LIABILITIES	182,040
NET POSITION	
Net Investment in Capital Assets	3,861
Unrestricted	174,748
TOTAL NET POSITION	$ 178,609

The accompanying notes to the financial statements are an integral part of this statement.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2024

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenue and Changes Net Position: Governmental Activities
Governmental Activities:					
Instruction	$ 472,622	$ -	$ 36,649	$ -	$ (435,973)
Instructional Staff Training	256		-		(256)
Board	8,954		-		(8,954)
General Administration	34,235		-		(34,235)
School Administration	221,501		-		(221,501)
Fiscal Services	1,249		-		(1,249)
Student Transportation	7,644		-		(7,644)
Operation of Plant	31,950		-		(31,950)
Community Service	30,371	40,092	-		9,721
Debt Service - Interest	11,991		-		(11,991)
Unallocated Depreciation/Amortization	43,190		-		(43,190)
Total Governmental Activities	$ 863,963	$ 40,092	$ 36,649	$ -	(787,222)
General Revenue					
State Sources					767,474
Local and Other					55,230
Total General Revenues					822,704
Change in Net Position					35,482
Net Position - July 1, 2023					143,127
Net Position - June 30, 2024					$ 178,609

The accompanying notes to the financial statements are an integral part of this statement.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2024

	General Fund	Other Governmental Funds	Total Governmental Funds
ASSETS			
Cash & Cash Equivalents	$ 177,950	$ -	$ 177,950
Total Assets	$ 177,950	$ -	$ 177,950
LIABILITIES			
Accounts Payable	$ 3,202	$ -	$ 3,202
Total Liabilities	3,202	-	3,202
FUND BALANCES			
Unassigned	174,748	-	174,748
Total Fund Balances	174,748	-	174,748
Total Liabilities and Fund Balances	$ 177,950	$ -	$ 177,950

The accompanying notes to the financial statements are an integral part of this statement.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION

June 30, 2024

Total Fund Balances - Governmental Funds		$ 174,748
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets, net of accumulated depreciation/amortization, used in governmental activities are not financial resources and therefore, are not reported as assets in governmental funds.		182,699
Long-term liabilities are not due and payable in the current period and therefore, are not reported as liabilities in the governmental funds.		
Long-term Lease Payable	(178,838)	(178,838)
Total Net Position - Governmental Activities		$ 178,609

The accompanying notes to financial statements are an integral part of this statement.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Fiscal Year Ended June 30, 2024

	General Fund	Other Governmental Funds	Total Governmental Funds
Revenues			
Intergovernmental:			
Federal Through State and Local	$ -	$ 36,649	$ 36,649
State	709,247	58,227	767,474
Local and Other	95,322	-	95,322
Total Revenues	804,569	94,876	899,445
Expenditures			
Current - Education:			
Instruction	435,973	36,649	472,622
Instructional Staff Training	256	-	256
Board	8,954	-	8,954
General Administration	34,235	-	34,235
School Administration	221,501	-	221,501
Fiscal Services	1,249	-	1,249
Student Transportation	7,644	-	7,644
Operation of Plant	31,950	-	31,950
Community Service	30,371	-	30,371
Fixed Capital Outlay:			
Facilities Acquisition & Construction	217,247	-	217,247
Debt Service:		-	
Principal	38,409	-	38,409
Interest	11,991	-	11,991
Total Expenditures	1,039,780	36,649	1,076,429
Excess/(Deficiency) of Revenues Over Expenditures	(235,211)	58,227	(176,984)
Other Financing Sources (Uses):			
Inception of Long-term Lease	217,247	-	217,247
Transfers In/(Out)	58,227	(58,227)	-
Total Other Financing Sources (Uses)	275,474	(58,227)	217,247
Net Change in Fund Balances	40,263	-	40,263
Fund Balances, July 1, 2023	134,485	-	134,485
Fund Balances, June 30, 2024	$ 174,748	$ -	$ 174,748

The accompanying notes to financial statements are an integral part of this statement.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES

For the Fiscal Year Ended June 30, 2024

Net Change in Fund Balances - Governmental Funds		$ 40,263
Amounts reported for governmental activities in the statement of activities are different because:		
Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets are allocated over their estimated useful lives as depreciation/amortization expense.		
Capital Outlays	217,247	
Depreciation/Amortization Expense	(43,190)	174,057
The repayment of principal of long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term debt in the statement of net position.		38,409
Long-term debt proceeds are reported as other financing sources in the Governmental Funds and as long-term liabilities in the Statement of Net Position.		(217,247)
Change in Net Position - Governmental Activities		$ 35,482

The accompanying notes to the financial statements are an integral part of this statement.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- **Reporting Entity**

Brooksville Engineering, Science & Technology Academy, Inc., ("School") is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act. The governing body of the School is the Board of Directors, which is comprised of not less than three members.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the District School Board of Hernando County, Florida, ("District"). The current charter is effective through June 30, 2038, and is subject to annual review and may be renewed by mutual agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter. In this case, the District is required to notify the school in writing at least 90 days prior to the charter's expiration. During the term of the charter, the District may also terminate the charter if good cause is shown. In the event of termination of the charter, the District shall assume operation of the School. The School is considered a component unit of the District; therefore, for financial reporting purposes, the School is required to follow generally accepted accounting principles applicable to state and local governmental units.

Criteria for determining if other entities are potential component units which should be reported within the School's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School's basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included within the reporting entity of the School.

- **Basis of Presentation**

Government-wide Financial Statements - Government-wide financial statements, including the statement of net position and the statement of activities, present information about the School as a whole.

Government-wide financial statements are prepared using the economic resources measurement focus. The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the School's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function.

Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School.

Fund Financial Statements - Fund financial statements report detailed information about the School in the governmental funds. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is reported in a separate column. Because the focus of governmental fund financial statements differs from the focus of government-wide financial statements, a reconciliation is presented with each of the governmental fund financial statements.

The School's major governmental fund is as follows:

- General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.

Financial data from the remaining governmental funds are presented in the aggregate**.**

- **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are prepared using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are prepared using the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The School considers revenues to be available if they are collected within 30 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Under the modified accrual basis of accounting, expenditures are generally recognized when the related fund liability

is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due. Allocations of cost, such as depreciation, are not recognized in governmental funds.

- **Cash and Cash Equivalents**

Cash and cash equivalents consist of demand deposits and a certificate of deposit with financial institutions. Deposits on hand at financial institutions are insured by the Federal Deposit Insurance Company up to $250,000.

- **Capital Assets**

Expenditures for capital assets acquired or constructed for general School purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of net position but are not reported in the governmental fund financial statements. Capital assets are defined by the School as those costing more than $1,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed

Capital assets are depreciated/amortized using the straight-line method over the following estimated useful lives:

Description	Estimated Lives
Leased Asset - Buildings	5 years
Furniture, Fixtures and Equipment	3 - 5 years
Motor Vehicles	5 years

- **Noncurrent Liabilities**

Long-term debt obligations that will be financed by resources to be received in the future by the general fund are reported in the government-wide financial statements, not in the general fund.

- **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The School does not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources

(revenue) until then. The School does not have any items that qualify for reporting in this category.

- **Net Position and Fund Balance Classification**

Government-wide Financial Statements

Net Position are classified and reported in three components:

- Net Investment in Capital Assets – consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowings that are attributed to the acquisition or improvement of those assets.
- Restricted Net Position – consists of net position with constraints placed on their use either by external groups such as creditors, contributors, or laws or regulations of other governments.
- Unrestricted Net Position – all other net position that does not meet the definition of "restricted" or "net investment in capital assets."

Fund Financial Statements

GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions,* defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be reported within one of the following fund balance categories:

- Nonspendable – fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned). All nonspendable fund balances at year end relate to assets that are in nonspendable form.
- Restricted – fund balance that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.
- Committed – fund balance that can be used only for the specific purposes determined by a formal action of the School's Board of Governance.
- Assigned – fund balance that is intended to be used by the School's management for specific purposes but does not meet the criteria to be classified as restricted or committed.
- Unassigned – fund balance that is the residual amount for the School's general fund and includes all spendable amounts not contained in the other classifications.

- **Order of Fund Balance Spending Policy**

  The School's policy is to apply expenditures against nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, nonspendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including nonspendable amounts). Any remaining fund balance amounts for the non-general funds are to be classified as restricted fund balance. It is possible for the non-general funds to be classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the amount of restricted fund balances for specific purposes exceed the positive fund balance for non-general fund.

- **Revenue Sources**

  Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33(17), Florida Statutes, the School reports the number of full-time equivalent students and related data to the District.

  Under provisions of Section 1011.62, Florida Statutes, the District reports the number of full-time equivalent (FTE) students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (FEFP). Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent (FTE) students reported by the School during designated full-time equivalent student survey periods. The Department may also adjust subsequent fiscal period allocations based upon an audit of the School's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the year when the adjustments are made.

  The basic amount of funding through the FEFP under Section 1011.62 is the product of the (1) unweighted FTE, multiplied by (2) the cost factor for each program, multiplied by (3) the base student allocation established by the legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes. For the fiscal year ended June 30, 2024, the School reported 97.98 unweighted FTE and 97.98 weighted FTE.

  FEFP funding may also be adjusted as a result of subsequent FTE audits conducted by the Florida Auditor General pursuant to Section 1010.305, Florida Statutes, and Rule 6A-1.0453, Florida Administrative Code (FAC). Schools are required to maintain the following documentation for three years or until the completion of an FTE audit:

- Attendance and membership documentation (Rule 6A-1.044, FAC).
- Teacher certificates and other certification documentation (Rule 6A-1.0503, FAC).
- Documentation for instructors teaching out-of-field (Rule 6A-1.0503, FAC).
- Procedural safeguards for weighted programs (Rule 6A-6.03411, FAC).
- Evaluation and planning documents for weighted programs (Section 1010.305, Florida Statutes, and Rule 6A-6.03411, FAC).

The School receives Federal or state awards for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by various granting agencies. For Federal or state awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred.

The School receives state funds through the District under charter school capital outlay funding pursuant to Section 1013.62, Florida Statutes. Funds are based upon a capital outlay plan submitted to the District and are to be used for lease, rent or construction of school facilities. The School also receives funding through donations and fundraising efforts, school lunch sales and local property tax collections.

The School follows the policy of applying restricted resources prior to applying unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted assets are available.

- **Income Tax**

The School is exempt from Federal tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been included in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related note to financial statements. The School's income tax returns for the past three years are subject to examination by tax authorities and may change upon examination.

- **Use of Estimates**

In preparing the financial statements in conformity with generally accepted accounting principles in the United States (GAAP) management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the statement of Net Position and affect revenues and expenditures for the period presented. Actual results could differ from those estimates.

- **Subsequent Events**

  Management has evaluated all events subsequent to the balance sheet date and through the report date, which is the date these financial statements were available to be issued. Management determined there are no subsequent events which require disclosure.

2. CASH DEPOSITS

Custodial Credit Risk – Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the School's deposits may not be returned to the School. The School does not have a custodial credit risk policy. All cash deposits are held in banks that qualify as public depositories under Florida law. All such deposits are insured by Federal depository insurance and/or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

3. CHANGES IN CAPITAL ASSETS

Changes in capital assets are presented in the table below:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities:				
Furniture, Fixtures and Equipment	$ 95,171	$ -	$ -	$ 95,171
Motor Vehicles	96,381	-		96,381
Leased Asset-Buildings	-	217,247		217,247
Total Capital Assets	191,552	217,247	-	408,799
Less Accumulated Depreciation/Amortization for:				
Furniture, Fixtures and Equipment	(86,529)	(4,780)		(91,309)
Motor Vehicles	(96,381)	-		(96,381)
Leased Asset-Buildings	-	(38,410)		(38,410)
Total Accumulated Depreciation/Amortization	(182,910)	(43,190)	-	(226,100)
Governmental Activities Capital Assets, net	$ 8,642	$ 174,057	$ -	$ 182,699

All depreciation/amortization expense was shown as unallocated on the Statement of Activities.

4. LONG-TERM LEASE PAYABLE

The School leases its educational facility under a noncancelable lease beginning July 1, 2023, to June 30, 2028. The lease requires the School to pay insurance and other costs. Rent is payable monthly at a rate of $4,200 per month. The fair value of the leased asset is $217,247. Amortization of the leased asset recorded under this lease is included with depreciation/amortization expense in the accompanying financial statements.

Future minimum lease payments and the present value of the minimum lease payments as of June 30 are as follows: (imputed borrowing rate of 6%).

Fiscal Year Ending June 30	Total	Principal	Interest
2025	$ 50,400	$ 40,779	$ 9,621
2026	50,400	43,294	7,106
2027	50,400	45,965	4,435
2028	50,400	48,800	1,600
Total	$ 201,600	$ 178,838	$ 22,762

5. CHANGES IN LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities:

	Beginning Balance	Additions	Deductions	Ending Balance	Due in One Year
GOVERNMENTAL ACTIVITIES:					
Leased Assets	$ -	$217,247	$ (38,409)	$ 178,838	40,779
Total Governmental Activities	$ -	$217,247	$ (38,409)	$ 178,838	$40,779

6. SCHEDULE OF STATE REVENUE SOURCES

The following is a schedule of the School's State revenue:

Source	Amount
Florida Education Finance Program	$ 625,033
Categorical Programs:	
Class Size Reduction	84,214
Charter School Capital Outlay	58,227
Total State Revenue	$ 767,474

As provided in the charter school contract, the District has charged the School an administrative fee equal to $34,235.

7. INTERFUND TRANSFERS

The Capital Projects Fund transferred $58,227 to the General Fund for the payment of the School's facility lease. The amounts of interfund transfers are netted together and not reported in the statement of net position or the statement of activities.

8. FUNDING AND CREDIT CONCENTRATIONS

The School receives substantially all of its support and revenue from Federal, state and local funding sources, passed through the District, in the form of performance and budget based contracts. Continuing operation of the School is greatly dependent upon the continued support of these governmental agencies.

9. COMMITMENTS AND CONTINGENT LIABILITIES

The School participates in state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies, therefore, to the extent that the School has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivables at June 30, 2024, may be impaired.

In the opinion of the School, there are no significant liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

10. PENSION PLAN

The School participates in a defined contribution tax sheltered annuity SIMPLE plan under IRS regulation Section 408(p) plan. Eligible employees are allowed to contribute to the plan and the School is obligated to match the employee's contribution up to 3 percent of their annual salary. Contributions are directed to individual employee's accounts, and the individual employees allocate contributions and account balances among various available investment choices, therefore, the School has no liability for the administration or payments of benefits of the plan, and accordingly, the present value of the related benefits is not reflected in these financial statements. The rate of contribution is set annually by the School's Board of Directors.

11. RISK MANAGEMENT PROGRAMS

The School is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. There have been no significant reductions in insurance coverage and settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

12. LEGAL MATTERS

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. In the opinion of management, the ultimate resolution of such legal matters will not have a significant adverse effect on the accompanying financial statements.

BROOKSVILLE ENGINEERING, SCIENCE & TECHNOLOGY ACADEMY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND (UNAUDITED)
For the Fiscal Year Ended June 30, 2024

	General Fund			
	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)
Revenues:				
Intergovernmental:				
State	$ 624,536	$ 709,247	$ 709,247	$ -
Local and Other	110,850	95,322	95,322	-
Total Revenues	735,386	804,569	804,569	-
Expenditures:				
Current - Education:				
Instruction	420,518	435,973	435,973	-
Instructional Staff Training	-	256	256	-
Board	9,500	8,954	8,954	-
General Administration	30,000	34,235	34,235	-
School Administration	172,616	221,501	221,501	-
Fiscal Services		1,249	1,249	-
Student Transportation	12,000	7,644	7,644	-
Operation of Plant	50,000	31,950	31,950	-
Community Service	20,000	30,371	30,371	-
Fixed Capital Outlay:				
Facilities Acquisition & Construction		217,247	217,247	-
Debt Service:				
Principal	38,410	38,409	38,409	-
Interest	12,590	11,991	11,991	-
Total Expenditures	765,634	1,039,780	1,039,780	-
Excess (Deficiency) of Revenues Over Expenditures	(30,248)	(235,211)	(235,211)	-
Other Financing Sources (Uses):				
Inception of Long-term Lease	-	217,247	217,247	-
Transfers In/(Out)	57,549	58,227	58,227	-
Total Other Financing Sources (Uses)	57,549	275,474	275,474	-
Net Change in Fund Balance	27,301	40,263	40,263	-
Fund Balance, July 1, 2023	134,485	134,485	134,485	-
Fund Balance, June 30, 2024	$ 161,786	$ 174,748	$ 174,748	$ -

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2024

1. BUDGETARY BASIS OF ACCOUNTING

Budgets are presented on the modified accrual basis of accounting. During the fiscal year, expenditures were controlled at the object level (e.g., salaries and benefits, purchased services, materials and supplies and capital outlay) within each activity (e.g., instruction, pupil personnel services and school administration). Budgets may be amended by resolution at any Board meeting prior to the date for the annual report.

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www.KingandWalker.com

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

To the Board of Directors of the Brooksville Engineering, Science & Technology Academy, Inc.,
a Charter School and Component Unit of the District
School Board of Hernando County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Brooksville Engineering, Science & Technology Academy, Inc. ("School"), a charter school and component unit of the District School Board of Hernando County, Florida, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated August 12, 2024 .

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

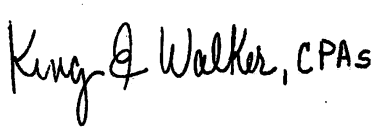
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



August 12, 2024
Tampa, Florida

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Management Letter as Required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, *Charter School Audits*

To the Board of Directors of Brooksville Engineering, Science & Technology Academy, Inc.,
a Charter School and Component Unit of the
District School Board of Hernando County, Florida

Report on the Financial Statements

We have audited the financial statements of the Brooksville Engineering, Science & Technology Academy, Inc. ("School"), a Charter School and Component Unit of the District School Board of Hernando County, Florida, as of and for the fiscal year ended June 30, 2024, and have issued our report thereon dated August 12, 2024 .

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in those reports and schedule, which are dated August 12, 2024 , should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings in the previous audit report.

Official Title

Section 10.854(1)(e)5., Rules of the Auditor General, requires that the name or official title of the entity and the school code assigned by the Florida Department of Education be disclosed in this management letter. The official title and the school code assigned by the Florida Department of Education of the entity are Brooksville Engineering, Science & Technology Academy, Inc., 274461.

Financial Condition and Management

Sections 10.854(1)(e)2. and 10.855(11), Rules of the Auditor General, require us to apply appropriate procedures and communicate whether or not the School has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the School. It is management's responsibility to monitor the School's financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same. Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the School maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the School maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

Additional Matters

Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies the Board of Directors, applicable management, and District School Board of Hernando County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

King & Walker, CPAs

August 12, 2024
Tampa, Florida

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 16. 25-2535 9/24/2024

Title and Board Action Requested
Accept the Audit of Gulf Coast Academy for Fiscal Year Ending June 30, 2024

Executive Summary
The Chief Financial Officer, on behalf of the Superintendent of Schools, hereby requests the Board accept the 2023 -2024 Audit Report for Gulf Coast Academy. In accordance with the charter school contract and Section 1002.33 (9) (g), Florida Statutes, attached is the audit of Gulf Coast Academy for fiscal year ending June 30, 2024. The audit was performed by the CPA firm, King & Walker, CPA's, PL.

My Contact
Joyce McIntyre
Chief Financial Officer
352-797-7004 Ext.438

2023-28 Strategic Focus Area
Priority 5: Fiscal Transparency and Capital Planning

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

GULF COAST ACADEMY OF SCIENCE AND TECHNOLOGY, INC.

A Charter School and Component Unit of the
District School Board of Hernando County, Florida

INDEPENDENT AUDITOR'S REPORT

for the fiscal year ended JUNE 30, 2024

King & Walker, CPAs, PL

Certified Public Accountants

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GULF COAST ACADEMY OF SCIENCE AND TECHNOLOGY, INC.

TABLE OF CONTENTS

	PAGE NO.
FINANCIAL SECTION	
Independent Auditor's Report	1
Management's Discussion and Analysis (Unaudited)	4
Basic Financial Statements	
Government-Wide Financial Statements:	
Statement of Net Position	9
Statement of Activities	10
Fund Financial Statements:	
Balance Sheet – Governmental Funds	11
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net position	12
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	13
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities	14
Notes to Financial Statements	15
Other Required Supplementary Information	
Budgetary Comparison Schedule – General Fund and Major Special Revenue Fund – (Unaudited)	25
Note to Required Supplementary Information	26
COMPLIANCE AND INTERNAL CONTROL	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*	27
Management Letter as required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, *Charter School Audits.*	29

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Independent Auditor's Report

To the Board of Directors of the Gulf Coast Academy of Science and Technology, Inc.,
a Charter School and Component Unit of the District
School Board of Hernando County, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and each major fund of the Gulf Coast Academy of Science and Technology, Inc. ("School"), a charter school and component unit of the District School Board of Hernando County, Florida, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the School, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (*Government Auditing Standards*), issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Budgetary Comparison Schedule, and Note to Required Supplementary Information, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report July 25, 2024, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

King & Walker, CPAs

July 25, 2024
Tampa, Florida

The Management's Discussion and Analysis (MD&A) section of the annual financial report of the Gulf Coast Academy of Science and Technology, Inc. ("School") provides an overview of the School's activities for the fiscal year ended June 30, 2024.

Because the information contained in the MD&A is intended to highlight significant transactions, events, and conditions, it should be considered in conjunction with the School's financial statements and notes to financial statements found in the table of contents.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended June 30, 2024, the School's expenses exceeded revenues as shown on the School's statement of activities by $22,709.
- As shown on the statement of net position, the School reported an unrestricted net position balance of $427,088.

OVERVIEW OF THE FINANCIAL STATEMENTS

The basic financial statements consist of three components:

- ✓ Government-wide financial statements
- ✓ Fund financial statements
- ✓ Notes to financial statements

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of net position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the School presented on the accrual basis of accounting. The statement of net position provides information about the government's financial position, its assets and liabilities, using an economic resources measurement focus. The difference between the assets and liabilities, the net position, is a measure of the financial health of the School. The statement of activities presents information about the change in the School's net position and the results of operations, during the fiscal year. An increase or decrease in net position is an indication of whether the School's financial health is improving or deteriorating. To assess the overall financial position of the School, one needs to consider additional non-financial factors such as changes in the School student base funding level.

Fund Financial Statements

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund financial statements provide more detailed information about the School's financial activities, focusing on its most significant funds rather than fund types. This is in contrast to the entity-wide perspective contained in the government-wide financial statements.

Governmental Funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds utilize a spendable financial resources measurement focus rather than the economic resources measurement focus found in the government-wide financial statements. The financial resources measurement focus allows the governmental fund financial statements to provide information on near-term inflows and outflows of spendable resources as well as balances of spendable resources available at the end of the fiscal year.

The governmental fund financial statements provide a detailed short-term view that may be used to evaluate the School's near-term financing requirements. This short-term view is useful when compared to the long-term view presented as governmental activities in the government-wide financial statements. To facilitate this comparison, both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation of governmental fund to governmental activities.

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the School's most significant funds. The School operates the following funds; a General Fund to account for its general operations, a Special Revenue Fund to account for Federal grant programs, and a Capital Projects Fund to account for charter school capital outlay funds. For reporting purposes, the School has elected to show all funds as major funds.

The School adopts annual budgets for its governmental funds. A budgetary comparison schedule, as required, has been provided for the General Fund and Major Special Revenue Fund to demonstrate compliance with the budgets.

Notes to Financial Statements

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of the School's current year and prior year net position:

Net Position, End of Year

	Governmental Activities		
	6-30-23	6-30-24	Increase (Decrease)
ASSETS			
Current and Other Assets	$ 453,341	$ 491,135	$ 37,794
Capital Assets, Net	1,436,179	1,311,393	(124,786)
Total Assets	1,889,520	1,802,528	(86,992)
LIABILITIES			
Current Liabilities	33,949	64,047	30,098
Noncurrent Liabilities	1,321,186	1,226,805	(94,381)
Total Liabilities	1,355,135	1,290,852	(64,283)
NET POSITION			
Net Investment in Capital Assets	114,993	84,588	(30,405)
Unrestricted	419,392	427,088	7,696
Total Net Position	$ 534,385	$ 511,676	$ (22,709)

Current Assets consist of cash and cash equivalents, amounts due from a related School and accounts receivable. Liabilities consist of salaries and benefits payable, accounts payable, long-term notes payable for the purchase of school buses, and a long-term lease payable for the School facility. Total Net Position amounted to $511,676 which included an Unrestricted Net Position balance of $427,088.

The following is a summary of the School's change in net position for the current year and prior year:

Operating Results for the Year

	Governmental Activities		
	6-30-23	6-30-24	Increase (Decrease)
Revenues:			
Federal Through State and Local	$ 223,640	$ 153,862	$ (69,778)
State	1,655,866	1,756,524	100,658
Local and Other	408,830	438,410	29,580
Total Revenues	2,288,336	2,348,796	60,460
Expenses:			
Instruction	1,277,379	1,395,278	117,899
Instructional Staff Training	108	-	(108)
Board	82,730	93,701	10,971
General Administration	28,717	30,126	1,409
School Administration	445,082	473,589	28,507
Fiscal Services	3,193	3,693	500
Student Transportation	72,959	80,150	7,191
Operation of Plant	84,467	59,467	(25,000)
Debt Service - Interest	94,179	107,019	12,840
Unallocated Depreciation/Amortization	115,390	128,482	13,092
Total Expenses	2,204,204	2,371,505	167,301
Increase/(Decrease) in Net Position	$ 84,132	$ (22,709)	$ (106,841)

The largest revenue source for the School is the State of Florida (75%). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP formula utilizes student enrollment data to determine the funds available for the School.

The largest concentration of expenses is in the Instructional related functions (59%).

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

Governmental Funds

As the School completed the year, its governmental funds reported a combined fund balance of $427,088.

BUDGETARY HIGHLIGHTS

The budgets for each fund for the fiscal year ended June 30, 2024, were developed based on the School's anticipated revenues and expenditures, the expected student population for the school year, and Federal grant programs for the school year. For the fiscal year ended June 30, 2024, the actual expenditures were equal to the final budget. Refer to the Budgetary Comparison Schedule for additional information.

CAPITAL ASSETS

The School's investment in capital assets for its governmental activities as of June 30, 2024, amounts to $1,311,393 (net of accumulated depreciation/amortization). This investment in capital assets includes furniture, fixtures, and equipment, motor vehicles, and the leased School facility. Additional information regarding the School's capital assets can be found in the notes to the financial statements.

DEBT

The School has two loans for the purchases of buses in the 2017-18 fiscal year and the 2020-21 fiscal year. In addition, the School has entered into a long-term lease for its School facility through June 30, 2035. This lease has been reported as long-term debt under guidance from GASB 87 in the original amount of $1,418,462. The long-term lease liability ends June 30, 2035. Additional information regarding the line of credit can be found in the notes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Gulf Coast Academy of Science and Technology, Inc.'s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director, Gulf Coast Academy of Science and Technology, Inc., 2139 Deborah Drive, Spring Hill, Florida 34609.

GULF COAST ACADEMY OF SCIENCE & TECHNOLOGY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF NET POSITION
June 30, 2024

	Government Activities
ASSETS	
Cash & Cash Equivalents	$ 338,461
Due From Other Agency	74,419
Accounts Receivable	78,255
Capital Assets:	
Leased Asset-Building, Net	1,205,745
Furniture, Fixtures, and Equipment, Net	75,065
Motor Vehicles, Net	30,583
Total Capital Assets	1,311,393
TOTAL ASSETS	1,802,528
LIABILITIES	
Salaries and Benefits Payable	14,976
Accounts Payable	49,071
Noncurrent Liabilities:	
Due Within One Year:	
Notes Payable	16,653
Long-term Lease Payable	79,827
Due After One Year:	
Notes Payable	4,407
Long-term Lease Payable	1,125,918
TOTAL LIABILITIES	1,290,852
NET POSITION	
Net Investment in Capital Assets	84,588
Unrestricted	427,088
TOTAL NET POSITION	$ 511,676

The accompanying notes to the financial statements are an integral part of this statement.

GULF COAST ACADEMY OF SCIENCE & TECHNOLOGY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2024

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenue and Changes Net Position: Governmental Activities
Governmental Activities:					
Instruction	$ 1,395,278	$ 275,670	$ 153,862	$ -	$ (965,746)
Board	93,701		-		(93,701)
General Administration	30,126		-		(30,126)
School Administration	473,589		-		(473,589)
Fiscal Services	3,693		-		(3,693)
Student Transportation	80,150		-		(80,150)
Operation of Plant	59,467		-		(59,467)
Debt Service - Interest	107,019		-		(107,019)
Unallocated Depreciation/Amortization	128,482		-		(128,482)
Total Governmental Activities	$ 2,371,505	$ 275,670	$ 153,862	$ -	(1,941,973)
General Revenue					
State Sources					1,756,524
Local and Other					162,740
Grants and Contributions not Restricted to Specific Program					-
Total General Revenues					1,919,264
Change in Net Position					(22,709)
Net Position - July 1, 2023					534,385
Net Position - June 30, 2024					$ 511,676

The accompanying notes to the financial statements are an integral part of this statement.

GULF COAST ACADEMY OF SCIENCE & TECHNOLOGY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2024

	General Fund	Special Revenue Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash & Cash Equivalents	$ 338,461	$ -	$ -	$ 338,461
Due From Other Agency	74,419	-	-	74,419
Accounts Receivable	78,255	-	-	78,255
Total Assets	$ 491,135	$ -	$ -	$ 491,135
LIABILITIES				
Salaries and Benefits Payable	$ 14,976	$ -	$ -	$ 14,976
Accounts Payable	49,071	-	-	49,071
Total Liabilities	64,047	-	-	64,047
FUND BALANCES				
Unassigned	427,088	-	-	427,088
Total Fund Balances	427,088	-	-	427,088
Total Liabilities and Fund Balances	$ 491,135	$ -	$ -	$ 491,135

The accompanying notes to the financial statements are an integral part of this statement.

GULF COAST ACADEMY OF SCIENCE & TECHNOLOGY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION
June 30, 2024

Total Fund Balances - Governmental Funds		$ 427,088
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets, net of accumulated depreciation/amortization, used in governmental activities are not financial resources and therefore, are not reported as assets in governmental funds.		1,311,393
Long-term liabilities are not due and payable in the current period and therefore, are not reported as liabilities in the governmental funds.		
Long-Term Lease Payable	(1,205,745)	
Notes Payable	(21,060)	(1,226,805)
Total Net Position - Governmental Activities		$ 511,676

The accompanying notes to financial statements are an integral part of this statement.

GULF COAST ACADEMY OF SCIENCE & TECHNOLOGY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Fiscal Year Ended June 30, 2024

	General Fund	Special Revenue Fund	Capital Projects Fund	Total Governmental Funds
Revenues				
Intergovernmental:				
Federal Through State and Local	$ -	$ 153,862	$ -	$ 153,862
State	1,629,777	-	126,747	1,756,524
Local and Other	438,410	-	-	438,410
Total Revenues	2,068,187	153,862	126,747	2,348,796
Expenditures				
Current - Education:				
Instruction	1,241,416	153,862	-	1,395,278
Board	93,701	-	-	93,701
General Administration	30,126	-	-	30,126
School Administration	473,589	-	-	473,589
Fiscal Services	3,693	-	-	3,693
Student Transportation	80,150	-	-	80,150
Operation of Plant	59,467	-	-	59,467
Fixed Capital Outlay:				
Other Capital Outlay	3,696	-	-	3,696
Debt Service:				
Principal	94,381	-	-	94,381
Interest	107,019	-	-	107,019
Total Expenditures	2,187,238	153,862	-	2,341,100
Excess/(Deficiency) of Revenues Over Expenditures	(119,051)	-	126,747	7,696
Other Financing Sources/(Uses):				
Transfers In/(Out)	126,747	-	(126,747)	-
Total Other Financing Sources/(Uses)	126,747	-	(126,747)	-
Net Change in Fund Balances	7,696	-	-	7,696
Fund Balances, July 1, 2023	419,392	-	-	419,392
Fund Balances, June 30, 2024	$ 427,088	$ -	$ -	$ 427,088

The accompanying notes to financial statements are an integral part of this statement.

GULF COAST ACADEMY OF SCIENCE & TECHNOLOGY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES

For the Fiscal Year Ended June 30, 2024

Net Change in Fund Balances - Governmental Funds		$ 7,696
Amounts reported for governmental activities in the statement of activities are different because:		
Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation/amortization expense.		
Capital Outlays	3,696	
Depreciation/Amortization Expense	(128,482)	(124,786)
The repayment of principal of long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term debt in the statement of net position.		94,381
Change in Net Position - Governmental Activities		$ (22,709)

The accompanying notes to the financial statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS
June 30, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- **Reporting Entity**

Gulf Coast Academy of Science and Technology, Inc. ("School") is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act. The governing body of the School is the Board of Directors, which is comprised of not less than three members.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the District School Board of Hernando County, Florida, ("District"). The current charter has been renewed and is effective until June 30, 2033, and is subject to annual review and may be renewed by mutual agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter. In this case, the District is required to notify the school in writing at least 90 days prior to the charter's expiration. During the term of the charter, the District may also terminate the charter if good cause is shown. In the event of termination of the charter, the District shall assume operation of the School. The School is considered a component unit of the District; therefore, for financial reporting purposes, the School is required to follow generally accepted accounting principles applicable to state and local governmental units.

Criteria for determining if other entities are potential component units which should be reported within the School's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School's basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included within the reporting entity of the School.

- **Basis of Presentation**

Government-wide Financial Statements - Government-wide financial statements, including the statement of net position and the statement of activities, present information about the School as a whole.

Government-wide financial statements are prepared using the economic resources measurement focus. The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the School's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function.

Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School.

Fund Financial Statements - Fund financial statements report detailed information about the School in the governmental funds. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is reported in a separate column. Because the focus of governmental fund financial statements differs from the focus of government-wide financial statements, a reconciliation is presented with each of the governmental fund financial statements.

The School's major governmental funds are as follows:

- General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.
- Special Revenue Fund – to account for Federal grant programs.
- Capital Projects Fund – to account for financial resources that are restricted, committed or assigned to expenditures for capital outlays.

➢ **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are prepared using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are prepared using the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The School considers revenues to be available if they are collected within 30 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Under the modified accrual basis

of accounting, expenditures are generally recognized when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due. Allocations of cost, such as depreciation, are not recognized in governmental funds.

- **Cash and Cash Equivalents**

The School's cash and cash equivalents are considered to be cash on hand, demand deposits, and short term liquid investments with original maturities of 3 months or less from the date of acquisition.

Cash deposits are held by banks qualified as public depositories under Florida law, which complies with the provisions of Section 218.415(23), Florida Statutes. All deposits are insured by Federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

- **Capital Assets**

Expenditures for capital assets acquired or constructed for general School purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of net position but are not reported in the governmental fund financial statements. Capital assets are defined by the School as those costing more than $750. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at fair value at the date of donation.

Capital assets are depreciated/amortized using the straight-line method over the following estimated useful lives:

Description	Estimated Lives
Leased Asset - Building	15 years
Furniture, Fixtures and Equipment	3 - 5 years
Motor Vehicles	5 years

- **Long-term Debt**

Long-term obligations that will be financed by resources to be received in the future by the general fund are reported in the government-wide financial statements, not in the general fund. Current-year information relative to changes in long-term debt is described in a subsequent note.

- **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The School does not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until then. The School does not have any items that qualify for reporting in this category.

- **Net Position and Fund Balance Classification**

Government-wide Financial Statements

Net Position are classified and reported in three components:

- Net Investment in Capital Assets – consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowings that are attributed to the acquisition or improvement of those assets.
- Restricted Net Position – consists of net position with constraints placed on their use either by external groups such as creditors, contributors, or laws or regulations of other governments.
- Unrestricted Net Position – all other net position that does not meet the definition of "restricted" or "net investment in capital assets."

Fund Financial Statements

GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions,* defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be reported within one of the following fund balance categories:

- Nonspendable – fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned). All nonspendable fund balances at year end relate to assets that are in nonspendable form.
- Restricted – fund balance that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.
- Committed – fund balance that can be used only for the specific purposes determined by a formal action of the School's Board of Governance.
- Assigned – fund balance that is intended to be used by the School's management for specific purposes but does not meet the criteria to be classified as restricted or committed.
- Unassigned – fund balance that is the residual amount for the School's general fund and includes all spendable amounts not contained in the other classifications.

- **Order of Fund Balance Spending Policy**

  The School's policy is to apply expenditures against nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, nonspendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including nonspendable amounts). Any remaining fund balance amounts for the non-general funds are to be classified as restricted fund balance. It is possible for the non-general funds to be classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the amount of restricted fund balances for specific purposes exceed the positive fund balance for non-general fund.

- **Revenue Sources**

  Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33(17), Florida Statutes, the School reports the number of full-time equivalent students and related data to the District.

  Under provisions of Section 1011.62, Florida Statutes, the District reports the number of full-time equivalent (FTE) students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (FEFP). Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent (FTE) students reported by the School during designated full-time equivalent student survey periods. The Department may also adjust subsequent fiscal period allocations based upon an audit of the School's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the year when the adjustments are made.

  The basic amount of funding through the FEFP under Section 1011.62 is the product of the (1) unweighted FTE, multiplied by (2) the cost factor for each program, multiplied by (3) the base student allocation established by the legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes. For the fiscal year ended June 30, 2024, the School reported 213.28 unweighted FTE and 213.28 weighted FTE.

  FEFP funding may also be adjusted as a result of subsequent FTE audits conducted by the Florida Auditor General pursuant to Section 1010.305, Florida Statutes, and Rule 6A-1.0453, Florida Administrative Code (FAC). Schools are required to maintain the following documentation for three years or until the completion of an FTE audit:

  - Attendance and membership documentation (Rule 6A-1.044, FAC).

- Teacher certificates and other certification documentation (Rule 6A-1.0503, FAC).
- Documentation for instructors teaching out-of-field (Rule 6A-1.0503, FAC).
- Procedural safeguards for weighted programs (Rule 6A-6.03411, FAC).
- Evaluation and planning documents for weighted programs (Section 1010.305, Florida Statutes, and Rule 6A-6.03411, FAC).

The School receives Federal or state awards for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by various granting agencies. For Federal or state awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred.

The School receives state funds through the District under charter school capital outlay funding pursuant to Section 1013.62, Florida Statutes. Funds are based upon a capital outlay plan submitted to the District and are to be used for lease, rent or construction of school facilities. The School also receives funding through donations and fundraising efforts, school lunch sales and local property tax collections.

The School follows the policy of applying restricted resources prior to applying unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted assets are available.

- **Income Tax**

The School is exempt from Federal tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been included in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related note to financial statements. The School's income tax returns for the past three years are subject to examination by tax authorities and may change upon examination.

- **Use of Estimates**

In preparing the financial statements in conformity with generally accepted accounting principles in the United States (GAAP) management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the statement of Net Position and affect revenues and expenditures for the period presented. Actual results could differ from those estimates.

- **Subsequent Events**

  Management has evaluated all events subsequent to the balance sheet date and through the report date, which is the date these financial statements were available to be issued. Management determined there are no subsequent events which require disclosure.

2. CASH DEPOSITS

Custodial Credit Risk – Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the School's deposits may not be returned to the School. The School does not have a custodial credit risk policy. All cash deposits are held in banks that qualify as public depositories under Florida law. All such deposits are insured by Federal depository insurance and/or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

3. DUE FROM OTHER AGENCY

The Due From Other Agency reported in the accompanying statement of Net Position and Balance Sheet – Governmental Funds represents expenses paid on behalf of Gulf Coast Academy Elementary School (a related party under the same charter-holder). This receivable is considered to be fully collectible and as such, no uncollectible allowance has been accrued.

4. CHANGES IN CAPITAL ASSETS

Changes in capital assets are presented in the table below:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities:				
Furniture, Fixtures and Equipment	$ 239,411	$ 3,696	$ -	$ 243,107
Motor Vehicles	172,336	-	-	172,336
Leased Asset-Building	1,418,462	-		1,418,462
Total Capital Assets	1,830,209	3,696	-	1,833,905
Less Accumulated Depreciation/Amortization for:				
Furniture, Fixtures and Equipment	(143,936)	(24,106)	-	(168,042)
Motor Vehicles	(112,566)	(29,187)	-	(141,753)
Leased Asset-Building	(137,528)	(75,189)		(212,717)
Total Accumulated Depreciation/Amortization	(394,030)	(128,482)	-	(522,512)
Governmental Activities Capital Assets, net	$ 1,436,179	$ (124,786)	$ -	$ 1,311,393

All depreciation/amortization expense was shown as unallocated on the Statement of Activities.

5. NOTES PAYABLE

Notes payable consist of the following:

	Balance at 6-30-24
Santander Bank	
$79,942 borrowed on 8/15/20 to purchase a bus. Interest rate of 2.251%. Payments are to be made in 60 equal installments of $1,410 beginning 9-15-20.	$ 21,060
Total Notes Payable	$ 21,060

Future amounts payable for notes payable follows:

Fiscal Year Ending June 30	Total	Principal	Interest
2025	$ 16,920	$ 16,653	$ 267
2026	4,415	4,407	8
Total	$ 21,335	$ 21,060	$ 275

6. LONG-TERM LEASE LIABILITY - (RELATED PARTY)

The School leases its educational facility under a 15 year noncancelable lease beginning July 1, 2020, with the Gulf Coast Academy of Science and Technology Education Foundation, Inc. (Foundation), a related party. The Foundation's board of directors is the same as the School's board of directors. This lease is payable in monthly installments of $15,000. The fair value of the leased asset is $1,418,462. Amortization of the leased asset recorded under this lease is included with depreciation/amortization expense in the accompanying financial statements.

Future minimum lease payments and the present value of the minimum lease payments as of June 30 are as follows:

Fiscal Year Ending June 30	Total	Principal	Interest
2025	$ 150,000	$ 79,827	$ 70,173
2026	150,000	84,750	65,250
2027	150,000	89,978	60,022
2028	150,000	95,527	54,473
2029	150,000	101,419	48,581
2030-34	750,000	609,007	140,993
2035	150,000	145,237	4,763
Total	$ 1,650,000	$ 1,205,745	$ 444,255

The imputed interest rate is 6 percent.

7. CHANGES IN LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities:

	Beginning Balance	Additions	Deductions	Ending Balance	Due in One Year
GOVERNMENTAL ACTIVITIES:					
Notes Payable	$ 40,252	$ -	$ (19,192)	$ 21,060	$ 16,653
Lease Payable	1,280,934	-	(75,189)	1,205,745	79,827
Total Governmental Activities	$ 1,321,186	$ -	$ (94,381)	$ 1,226,805	$ 96,480

8. SCHEDULE OF STATE REVENUE SOURCES

The following is a schedule of the School's State revenue:

Source	Amount
Florida Education Finance Program	$ 1,398,309
Categorical Programs:	
Class Size Reduction	189,104
School Recognition	36,887
Charter School Capital Outlay	126,747
Miscellaneous	5,477
Total State Revenue	$ 1,756,524

As provided in the charter school contract, the District has charged the School an administrative fee equal to $30,126.

9. INTERFUND TRANSFERS

The Capital Projects Fund transferred $126,747 to the General Fund for the payment of the School's facility lease. The amounts of interfund transfers are netted together and not reported in the statement of net position or the statement of activities.

10. RISK MANAGEMENT PROGRAMS

The School is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. There have been no significant reductions in insurance coverage and settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

11. PENSION PLAN

The School participates in a defined contribution tax sheltered annuity SIMPLE plan under IRS regulation Section 408(p) plan. Eligible employees are allowed to contribute to the plan and the School is obligated to match the employee's contribution up to 3 percent of their annual salary. Contributions are directed to individual employee's accounts, and the individual employees allocate contributions and account balances among various available investment choices, therefore, the School has no liability for the administration or payments of benefits of the plan, and accordingly, the present value of the related benefits is not reflected in these financial statements. The rate of contribution is set annually by the School's Board of Directors.

12. COMMITMENTS AND CONTINGENT LIABILITIES

The School participates in state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies, therefore, to the extent that the School has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivables at June 30, 2024, may be impaired.

In the opinion of the School, there are no significant liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

13. LEGAL MATTERS

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. In the opinion of management, the ultimate resolution of such legal matters will not have a significant adverse effect on the accompanying financial statement

GULF COAST ACADEMY OF SCIENCE & TECHNOLOGY, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND AND SPECIAL REVENUE FUND-(UNAUDITED)
For the Fiscal Year Ended June 30, 2024

	General Fund				Special Revenue Fund			
	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)	Original Budget	Original/Final Budget	Actual	Variance with Final Budget - Positive (Negative)
Revenues:								
Intergovernmental:								
Federal Through State and Local	$ -	$ -	$ -	$ -	$ 223,640	$ 153,862	$ 153,862	$ -
State	1,541,869	1,629,777	1,629,777	-		-	-	-
Local and Other	408,830	438,410	438,410	-		-	-	-
Total Revenues	1,950,699	2,068,187	2,068,187	-	223,640	153,862	153,862	-
Expenditures:								
Current - Education:								
Instruction	1,168,953	1,241,416	1,241,416	-	223,640	153,862	153,862	-
Instructional Staff Training	108	-	-	-		-	-	-
Board	82,730	93,701	93,701	-		-	-	-
General Administration	28,717	30,126	30,126	-		-	-	-
School Administration	445,082	473,589	473,589	-		-	-	-
Fiscal Services	3,193	3,693	3,693	-		-	-	-
Student Transportation	72,987	80,150	80,150	-		-	-	-
Operation of Plant	81,106	59,467	59,467	-		-	-	-
Fixed Capital Outlay:							-	
Other Capital Outlay		3,696	3,696	-		-	-	-
Debt Service:							-	
Principal	80,000	94,381	94,381	-		-	-	-
Interest	85,000	107,019	107,019	-		-	-	-
Total Expenditures	2,047,876	2,187,238	2,187,238	-	223,640	153,862	153,862	-
Excess (Deficiency) of Revenues Over Expenditures	(97,177)	(119,051)	(119,051)	-	-	-	-	-
Other Financing Sources (Uses):								
Transfers In/(Out)	113,997	126,747	126,747	-		-	-	-
Total Other Financing Sources (Uses)	113,997	126,747	126,747	-	-	-	-	-
Net Change in Fund Balances	16,820	7,696	7,696	-	-	-	-	-
Fund Balances, July 1, 2023	419,392	419,392	419,392	-	-	-	-	-
Fund Balances, June 30, 2024	$ 436,212	$ 427,088	$ 427,088	$ -	$ -	$ -	$ -	$ -

See Independent Auditor's Report

GULF COAST ACADEMY OF SCIENCE AND TECHNOLOGY, INC.

A Charter School and Component Unit of the District School Board of Hernando County, Florida

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2024

1. BUDGETARY BASIS OF ACCOUNTING

Budgets are presented on the modified accrual basis of accounting. During the fiscal year, expenditures were controlled at the object level (e.g., salaries and benefits, purchased services, materials and supplies and capital outlay) within each activity (e.g., instruction, pupil personnel services and school administration). Budgets may be amended by resolution at any Board meeting prior to the date for the annual report.

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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

To the Board of Directors of the Gulf Coast Academy of Science and Technology, Inc.,
a Charter School and Component Unit of the District
School Board of Hernando County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Gulf Coast Academy of Science and Technology, Inc. ("School"), a charter school and component unit of the District School Board of Hernando County, Florida, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated July 25, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



July 25, 2024
Tampa, Florida

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Management Letter as Required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, *Charter School Audits*

To the Board of Directors Gulf Coast Academy of Science and Technology, Inc.,
a Charter School and Component Unit of the
District School Board of Hernando County, Florida

Report on the Financial Statements

We have audited the financial statements of the Gulf Coast Academy of Science and Technology, Inc. ("School"), a Charter School and Component Unit of the District School Board of Hernando County, Florida, as of and for the fiscal year ended June 30, 2024, and have issued our report thereon dated July 25, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in those reports and schedule, which are dated July 25, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no prior audit findings or recommendations.

Official Title

Section 10.854(1)(e)5., Rules of the Auditor General, requires that the name or official title of the entity and the school code assigned by the Florida Department of Education be disclosed in this management letter. The official title and the school code assigned by the Florida Department of Education of the entity are Gulf Coast Academy of Science and Technology, 274422.

Financial Condition and Management

Sections 10.854(1)(e)2. and 10.855(11), Rules of the Auditor General, require us to apply appropriate procedures and communicate whether or not the Gulf Coast Academy of Science and Technology, Inc., has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the Gulf Coast Academy of Science and Technology, Inc., did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the Gulf Coast Academy of Science and Technology, Inc. It is management's responsibility to monitor the Gulf Coast Academy of Science and Technology, Inc.'s financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the Gulf Coast Academy of Science and Technology, Inc., maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the Gulf Coast Academy of Science and Technology, Inc., maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

Additional Matters

Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies the Board of Directors, applicable management, and District School Board of Hernando County, Florida and is not intended to be and should not be used by anyone other than these specified parties.



July 25, 2024
Tampa, Florida

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: Impact Fees - Capacity Improvement Project @ BES

Fund	Function	Object	Cost Center	Project	Sub Project
3960E	7400	6800	0052	M2230	

Original Approved Budget (+/-)	Budget Amendments (-)	Expenditures / Encumbrances To Date (=)	Current Available Budget (-)	Present Request (=)	Remaining Balance Available
$ 49,379.34	$	$ 34,894.70	$ 14,485.14	$ 14,485.14	$ 0.00

Account Name: Half-Cent - Fire Alarm Replacement @ BES

Fund	Function	Object	Cost Center	Project	Sub Project
3983	7400	6800	0052	M2050	

Original Approved Budget (+/-)	Budget Amendments (-)	Expenditures / Encumbrances To Date (=)	Current Available Budget (-)	Present Request (=)	Remaining Balance Available
$ 206,815.80	$	$ 186,015.80	$ 20,800.00	$ 20,800.00	$ 0.00

B. Item Currently Not Budgeted -**

Funding Source: _____

Account Name: _____

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

Funding Source: _____

Account Name: _____

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 17. 25-2536 9/24/2024

Title and Board Action Requested
Accept the Audit of Gulf Coast Elementary School for Fiscal Year Ending June 30, 2024

Executive Summary
The Chief Financial Officer, on behalf of the Superintendent of Schools, hereby requests the Board accept the 2023 -2024 Audit Report for Gulf Coast Elementary School. In accordance with the charter school contract and Section 1002.33 (9) (g), Florida Statutes, attached is the audit of Gulf Coast Elementary School for fiscal year ending June 30, 2024. The audit was performed by the CPA firm, King & Walker, CPA's, PL.

My Contact
Joyce McIntyre
Chief Financial Officer
352-797-7004 Ext.438

2023-28 Strategic Focus Area
Priority 5: Fiscal Transparency and Capital Planning

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

GULF COAST ELEMENTARY SCHOOL, INC.

A Charter School and Component Unit of the
District School Board of Hernando County, Florida

INDEPENDENT AUDITOR'S REPORT

for the fiscal year ended JUNE 30, 2024

King & Walker, CPAs, PL

Certified Public Accountants

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GULF COAST ELEMENTARY SCHOOL, INC.

TABLE OF CONTENTS

	PAGE NO.
FINANCIAL SECTION	
Independent Auditor's Report	1
Management's Discussion and Analysis (Unaudited)	4
Basic Financial Statements	
Government-Wide Financial Statements:	
Statement of Net Position	9
Statement of Activities	10
Fund Financial Statements:	
Balance Sheet – Governmental Funds	11
Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net position	12
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	13
Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities	14
Notes to Financial Statements	15
Other Required Supplementary Information	
Budgetary Comparison Schedule – General Fund & Major Special Revenue Fund – (Unaudited)	24
Note to Required Supplementary Information	25
COMPLIANCE AND INTERNAL CONTROL	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*	26
Management Letter as required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, *Charter School Audits.*	28

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Independent Auditor's Report

To the Board of Directors of the Gulf Coast Elementary School, Inc.,
a Charter School and Component Unit of the District
School Board of Hernando County, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities and each major fund of the Gulf Coast Elementary School, Inc. ("School"), a charter school and component unit of the District School Board of Hernando County, Florida, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the School's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund information of the School, as of June 30, 2024, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (*Government Auditing Standards*), issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, the Budgetary Comparison Schedule, and Note to Required Supplementary Information, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report July 25, 2024, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

King & Walker, CPAs

July 25, 2024
Tampa, Florida

The Management's Discussion and Analysis (MD&A) section of the annual financial report of the Gulf Coast Elementary School, Inc. ("School") provides an overview of the School's activities for the fiscal year ended June 30, 2024.

Because the information contained in the MD&A is intended to highlight significant transactions, events, and conditions, it should be considered in conjunction with the School's financial statements and notes to financial statements found in the table of contents.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended June 30, 2024, the School's revenues exceeded expenses as shown on the School's statement of activities by $18,089.
- As shown on the statement of net position, the School reported an unrestricted net position balance of $305,918.

OVERVIEW OF THE FINANCIAL STATEMENTS

The basic financial statements consist of three components:

- ✓ Government-wide financial statements
- ✓ Fund financial statements
- ✓ Notes to financial statements

Government-Wide Financial Statements

The government-wide financial statements provide both short-term and long-term information about the School's overall financial condition in a manner similar to those of a private-sector business. The statements include a statement of net position and a statement of activities that are designed to provide consolidated financial information about the governmental activities of the School presented on the accrual basis of accounting. The statement of net position provides information about the government's financial position, its assets and liabilities, using an economic resources measurement focus. The difference between the assets and liabilities, the net position, is a measure of the financial health of the School. The statement of activities presents information about the change in the School's net position and the results of operations, during the fiscal year. An increase or decrease in net position is an indication of whether the School's financial health is improving or deteriorating. To assess the overall financial position of the School, one needs to consider additional non-financial factors such as changes in the School student base funding level.

Fund Financial Statements

Fund financial statements are one of the components of the basic financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund financial statements provide more detailed information about the School's financial activities, focusing on its most significant funds rather than fund types. This is in contrast to the entity-wide perspective contained in the government-wide financial statements.

Governmental Funds: Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, the governmental funds utilize a spendable financial resources measurement focus rather than the economic resources measurement focus found in the government-wide financial statements. The financial resources measurement focus allows the governmental fund financial statements to provide information on near-term inflows and outflows of spendable resources as well as balances of spendable resources available at the end of the fiscal year.

The governmental fund financial statements provide a detailed short-term view that may be used to evaluate the School's near-term financing requirements. This short-term view is useful when compared to the long-term view presented as governmental activities in the government-wide financial statements. To facilitate this comparison, both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation of governmental fund to governmental activities.

The governmental funds balance sheet and statement of revenues, expenditures, and changes in fund balances provide detailed information about the School's most significant funds. The School operates the following funds; a General Fund to account for its general operations, a Special Revenue Fund to account for Federal grant programs, and a Capital Projects Fund to account for charter school capital outlay funds. For reporting purposes, the School has elected to show all funds as major funds.

The School adopts annual budgets for its governmental funds. A budgetary comparison schedule, as required, has been provided for the General Fund and Major Special Revenue Fund to demonstrate compliance with the budgets.

Notes to Financial Statements

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of the School's current year and prior year net position changes:

Net Position, End of Year

	Governmental Activities		
	6-30-23	6-30-24	Increase (Decrease)
ASSETS			
Current and Other Assets	$ 309,041	$ 404,816	$ 95,775
Capital Assets, Net	323,976	984,695	660,719
Total Assets	633,017	1,389,511	756,494
LIABILITIES			
Current Liabilities	58,783	98,898	40,115
Noncurrent Liabilities	98,412	796,702	698,290
Total Liabilities	157,195	895,600	738,405
NET POSITION			
Net Investment in Capital Assets	225,564	187,993	(37,571)
Unrestricted	250,258	305,918	55,660
Total Net Position	$ 475,822	$ 493,911	$ 18,089

Current assets consist of cash and cash equivalents, and current liabilities consist of salaries and benefits payable, accounts payable, and amounts due to a related charter school. Noncurrent liabilities consist of a long-term lease payable related to the School's educational facility. Total Net Position amounted to $493,911 which included an Unrestricted Net Position balance of $305,918.

The following is a summary of the School's change in net position for the current year and prior year:

Operating Results for the Year

	Governmental Activities		
	6-30-23	6-30-24	Increase (Decrease)
Revenues:			
Federal Through State and Local	$ 365,410	$ 171,562	$ (193,848)
State	859,288	966,457	107,169
Local and Other	178,140	169,172	(8,968)
Total Revenues	1,402,838	1,307,191	(95,647)
Expenses:			
Instruction	733,909	729,202	(4,707)
Board	25,349	17,145	(8,204)
General Administration	41,937	42,342	405
School Administration	223,589	302,661	79,072
Facilities Acquisition & Construction	2,199	-	(2,199)
Fiscal Services	2,395	3,754	1,359
Student Transportation	7,321	19,056	11,735
Operation of Plant	59,868	30,757	(29,111)
Debt Service - Interest	7,951	3,233	(4,718)
Unallocated Depreciation/Amortization	114,583	140,952	26,369
Total Expenses	1,219,101	1,289,102	70,001
Increase/(Decrease) in Net Position	$ 183,737	$ 18,089	$ (165,648)

The largest revenue source for the School is the State of Florida (74%). Revenues from State sources for current operations are primarily received through the Florida Education Finance Program (FEFP) funding formula. The FEFP formula utilizes student enrollment data to determine the funds available for the School.

The largest concentration of expenses is in the Instruction function (57%).

FINANCIAL ANALYSIS OF THE SCHOOL'S FUNDS

Governmental Funds

As the School completed the year, its governmental funds reported a combined fund balance of $305,918.

BUDGETARY HIGHLIGHTS

The budgets for each fund for the fiscal year ended June 30, 2024, were developed based on the School's anticipated revenues and expenditures, the expected student population for the school year, and Federal grant programs for the school year. For the fiscal year ended June 30, 2024, the actual expenditures were equal to the final budget. Refer to the Budgetary Comparison Schedule for additional information.

CAPITAL ASSETS

The School's investment in capital assets for its governmental activities as of June 30, 2024, amounts to $984,695 (net of accumulated depreciation/amortization). This investment in capital assets includes furniture, fixtures, and equipment, improvements, motor vehicles, and the leased educational facility. Additional information regarding the School's capital assets can be found in the notes to the financial statements.

DEBT

The School has entered into a long-term lease with renewals for its educational facility through June 30, 2035. This lease has been reported as long-term debt under guidance from GASB 87 in the amount of $1,049,613. Additional information regarding the long-term debt can be found in the notes to the financial statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Gulf Coast Elementary School, Inc.'s finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Director, Gulf Coast Elementary School, Inc., 2139 Deborah Drive, Spring Hill, Florida 34609.

GULF COAST ELEMENTARY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF NET POSITION
June 30, 2024

	Government Activities
ASSETS	
Cash & Cash Equivalents	$ 404,816
Capital Assets:	
Improvements, Net	34,408
Leased Asset - Buildings, Net	796,702
Furniture, Fixtures, and Equipment, Net	62,665
Motor Vehicles, Net	90,920
Total Capital Assets	984,695
TOTAL ASSETS	1,389,511
LIABILITIES	
Salaries and Benefits Payable	4,148
Accounts Payable	20,331
Due to Other Agency	74,419
Noncurrent Liabilities:	
Due Within One Year:	
Long-term Lease Payable	45,845
Due After One Year:	
Long-term Lease Payable	750,857
TOTAL LIABILITIES	895,600
NET POSITION	
Net Investment in Capital Assets	187,993
Unrestricted	305,918
TOTAL NET POSITION	$ 493,911

The accompanying notes to the financial statements are an integral part of this statement.

GULF COAST ELEMENTARY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF ACTIVITIES
For the Fiscal Year Ended June 30, 2024

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenue and Changes Net Position: Governmental Activities
Governmental Activities:					
Instruction	$ 729,202	$ 78,360	$ 168,235	$ -	$ (482,607)
Board	17,145		-		(17,145)
General Administration	42,342		181		(42,161)
School Administration	302,661		3,146		(299,515)
Facilities Acquisition & Construction	-		-	65,662	65,662
Fiscal Services	3,754		-		(3,754)
Student Transportation	19,056		-		(19,056)
Operation of Plant	30,757		-		(30,757)
Debt Service - Interest	3,233		-		(3,233)
Unallocated Depreciation/Amortization	140,952		-		(140,952)
Total Governmental Activities	$ 1,289,102	$ 78,360	$ 171,562	$ 65,662	(973,518)
General Revenue					
State Sources					975,408
Local and Other					16,199
Total General Revenues					991,607
Change in Net Position					18,089
Net Position - July 1, 2023					527,286
Adjustment to Beginnig Net Position					(51,464)
Net Position - July 1, 2023-Restated					475,822
Net Position - June 30, 2024					$ 493,911

The accompanying notes to the financial statements are an integral part of this statement.

GULF COAST ELEMENTARY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

BALANCE SHEET - GOVERNMENTAL FUNDS
June 30, 2023

	General Fund	Special Revenue Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash & Cash Equivalents	$ 404,816	$ -	$ -	$ 404,816
Total Assets	$ 404,816	$ -	$ -	$ 404,816
LIABILITIES				
Salaries and Benefits Payable	$ 4,148	$ -	$ -	$ 4,148
Accounts Payable	20,331	-	-	20,331
Due to Other Agency	74,419	-	-	74,419
Total Liabilities	98,898	-	-	98,898
FUND BALANCES				
Unassigned	305,918	-	-	305,918
Total Fund Balances	305,918	-	-	305,918
Total Liabilities and Fund Balances	$ 404,816	$ -	$ -	$ 404,816

The accompanying notes to the financial statements are an integral part of this statement.

GULF COAST ELEMENTARY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET POSITION
June 30, 2024

Total Fund Balances - Governmental Funds		$ 305,918
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets, net of accumulated depreciation/amortization, used in governmental activities are not financial resources and therefore, are not reported as assets in governmental funds.		984,695
Long-term liabilities are not due and payable in the current period and therefore, are not reported as liabilities in the governmental funds.		
Long-term Lease Payable	(796,702)	(796,702)
Total Net Position - Governmental Activities		$ 493,911

The accompanying notes to financial statements are an integral part of this statement.

GULF COAST ELEMENTARY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
For the Fiscal Year Ended June 30, 2024

	General Fund	Special Revenue Fund	Capital Projects Fund	Total Governmental Funds
Revenues				
Intergovernmental:				
Federal Through State and Local	$ -	$ 171,562	$ -	$ 171,562
State	900,795	-	65,662	966,457
Local and Other	169,172	-	-	169,172
Total Revenues	1,069,967	171,562	65,662	1,307,191
Expenditures				
Current - Education:				
Instruction	565,936	163,266	-	729,202
Board	17,145	-	-	17,145
General Administration	42,161	181	-	42,342
School Administration	299,515	3,146	-	302,661
Fiscal Services	3,754	-	-	3,754
Student Transportation	19,056	-	-	19,056
Operation of Plant	30,757	-	-	30,757
Fixed Capital Outlay:				
Facilities Acquisition & Construction	796,702	-	-	796,702
Other Capital Outlay	-	4,969	-	4,969
Debt Service:				
Principal	98,412	-	-	98,412
Interest	3,233	-	-	3,233
Total Expenditures	1,876,671	171,562	-	2,048,233
Excess/(Deficiency) of Revenues Over Expenditures	(806,704)	-	65,662	(741,042)
Other Financing Sources (Uses):				
Inception of Long-term Lease	796,702	-	-	796,702
Transfers In/(Out)	65,662	-	(65,662)	-
Total Other Financing Sources (Uses)	862,364	-	(65,662)	796,702
Net Change in Fund Balances	55,660	-	-	55,660
Fund Balances, July 1, 2023	301,722	-	-	301,722
Adjustment to Beginning Fund Balance	(51,464)	-	-	(51,464)
Fund Balances, July 1, 2023-Restated	250,258	-	-	250,258
Fund Balances, June 30, 2024	$ 305,918	$ -	$ -	$ 305,918

The accompanying notes to financial statements are an integral part of this statement.

GULF COAST ELEMENTARY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES

For the Fiscal Year Ended June 30, 2024

Net Change in Fund Balances - Governmental Funds		$ 55,660
Amounts reported for governmental activities in the statement of activities are different because:		
Capital outlays are reported in governmental funds as expenditures. However, However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation/amortization expense.		
Capital Outlays	801,671	
Depreciation/Amortization Expense	(140,952)	660,719
Change in Net Position - Governmental Activities		$ 18,089

The accompanying notes to the financial statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS
June 30, 2024

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- **Reporting Entity**

Gulf Coast Elementary School, Inc. ("School") is a not-for-profit corporation organized pursuant to Chapter 617, Florida Statutes, the Florida Not-For-Profit Corporation Act. The governing body of the School is the Board of Directors, which is comprised of not less than three members.

The general operating authority of the School is contained in Section 1002.33, Florida Statutes. The School operates under a charter of the sponsoring school district, the District School Board of Hernando County, Florida, ("District"). The current charter has been renewed and is effective until June 30, 2025, and is subject to annual review and may be renewed by mutual agreement between the School and the District. In this case, the District is required to notify the school in writing at least 90 days prior to the charter's expiration. During the term of the charter, the District may also terminate the charter if good cause is shown. In the event of termination of the charter, the District shall assume operation of the School. The School is considered a component unit of the District; therefore, for financial reporting purposes, the School is required to follow generally accepted accounting principles applicable to state and local governmental units.

Criteria for determining if other entities are potential component units which should be reported within the School's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provides for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School's basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included within the reporting entity of the School.

- **Basis of Presentation**

Government-wide Financial Statements - Government-wide financial statements, including the statement of net position and the statement of activities, present information about the School as a whole.

Government-wide financial statements are prepared using the economic resources measurement focus. The statement of activities presents a comparison between direct expenses and program revenues for each function or program of the School's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and are thereby clearly identifiable to a particular function.

Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are

not classified as program revenues are presented as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the School.

Fund Financial Statements - Fund financial statements report detailed information about the School in the governmental funds. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is reported in a separate column. Because the focus of governmental fund financial statements differs from the focus of government-wide financial statements, a reconciliation is presented with each of the governmental fund financial statements.

The School's major governmental funds are as follows:

- General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes.
- Special Revenue Fund – to account for Federal grant programs.
- Capital Projects Fund – to account for financial resources that are restricted, committed or assigned to expenditures for capital outlays.

➢ **Basis of Accounting**

Basis of accounting refers to when revenues and expenditures, or expenses, are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The government-wide financial statements are prepared using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred, regardless of the timing of the related cash flows. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements imposed by the provider have been satisfied.

Governmental fund financial statements are prepared using the modified accrual basis of accounting. Revenues, except for certain grant revenues, are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The School considers revenues to be available if they are collected within 30 days of the end of the current fiscal year. When grant terms provide that the expenditure of resources is the prime factor for determining eligibility for Federal, State, and other grant resources, revenue is recognized at the time the expenditure is made. Under the modified accrual basis of accounting, expenditures are generally recognized when the related fund liability is incurred, except for principal and interest on long-term debt, claims and judgments, and compensated absences, which are recognized when due. Allocations of cost, such as depreciation, are not recognized in governmental funds.

- **Cash and Cash Equivalents**

The School's cash and cash equivalents are considered to be cash on hand, demand deposits, and short term liquid investments with original maturities of 3 months or less from the date of acquisition.

Cash deposits are held by banks qualified as public depositories under Florida law, which complies with the provisions of Section 218.415(23), Florida Statutes. All deposits are insured by Federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

- **Capital Assets**

Expenditures for capital assets acquired or constructed for general School purposes are reported in the governmental fund that financed the acquisition or construction. The capital assets so acquired are reported at cost in the government-wide statement of net position but are not reported in the governmental fund financial statements. Capital assets are defined by the School as those costing more than $750. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated assets are recorded at fair value at the date of donation.

Capital assets are depreciated/amortized using the straight-line method over the following estimated useful lives:

Description	Estimated Lives
Leased Asset - Building	11 years
Improvements	5 - 10 years
Furniture, Fixtures and Equipment	3 - 5 years
Motor Vehicles	7 years

- **Deferred Outflows/Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. The School does not have any items that qualify for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until then. The School does not have any items that qualify for reporting in this category.

- **Net Position and Fund Balance Classification**

Government-wide Financial Statements

Net Position are classified and reported in three components:

- Net Investment in Capital Assets – consists of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowings that are attributed to the acquisition or improvement of those assets.
- Restricted Net Position – consists of net position with constraints placed on their use either by external groups such as creditors, contributors, or laws or regulations of other governments.
- Unrestricted Net Position – all other net position that does not meet the definition of "restricted" or "net investment in capital assets."

Fund Financial Statements

GASB Codification Section 1800.142, *Fund Balance Reporting and Governmental Fund Type Definitions,* defines the different types of fund balances that a governmental entity must use for financial reporting purposes. GASB requires the fund balance amounts to be reported within one of the following fund balance categories:

- Nonspendable – fund balance associated with inventories, prepaid expenses, long-term loans and notes receivable, and property held for resale (unless the proceeds are restricted, committed or assigned). All nonspendable fund balances at year end relate to assets that are in nonspendable form.
- Restricted – fund balance that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.
- Committed – fund balance that can be used only for the specific purposes determined by a formal action of the School's Board of Governance.
- Assigned – fund balance that is intended to be used by the School's management for specific purposes but does not meet the criteria to be classified as restricted or committed.
- Unassigned – fund balance that is the residual amount for the School's general fund and includes all spendable amounts not contained in the other classifications.

- **Order of Fund Balance Spending Policy**

The School's policy is to apply expenditures against nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance at the end of the fiscal year. First, nonspendable fund balances are determined. Then restricted fund balances for specific purposes are determined (not including nonspendable amounts). Any remaining fund balance

amounts for the non-general funds are to be classified as restricted fund balance. It is possible for the non-general funds to be classified as restricted fund balance. It is possible for the non-general funds to have negative unassigned fund balance when nonspendable amounts plus the amount of restricted fund balances for specific purposes exceed the positive fund balance for non-general fund.

- **Revenue Sources**

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Section 1002.33(17), Florida Statutes, the School reports the number of full-time equivalent students and related data to the District.

Under provisions of Section 1011.62, Florida Statutes, the District reports the number of full-time equivalent (FTE) students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program (FEFP). Funding for the School is adjusted during the year to reflect the revised calculations by the FDOE under the FEFP and the actual weighted full-time equivalent (FTE) students reported by the School during designated full-time equivalent student survey periods. The Department may also adjust subsequent fiscal period allocations based upon an audit of the School's compliance in determining and reporting FTE and related data. Normally, such adjustments are treated as reductions or additions of revenue in the year when the adjustments are made.

The basic amount of funding through the FEFP under Section 1011.62 is the product of the (1) unweighted FTE, multiplied by (2) the cost factor for each program, multiplied by (3) the base student allocation established by the legislature. Additional funds for exceptional students who do not have a matrix of services are provided through the guaranteed allocation designated in Section 1011.62(1)(e)2., Florida Statutes. For the fiscal year ended June 30, 2024, the School reported 115.55 unweighted FTE and 121.234 weighted FTE.

FEFP funding may also be adjusted as a result of subsequent FTE audits conducted by the Florida Auditor General pursuant to Section 1010.305, Florida Statutes, and Rule 6A-1.0453, Florida Administrative Code (FAC). Schools are required to maintain the following documentation for three years or until the completion of an FTE audit:

- Attendance and membership documentation (Rule 6A-1.044, FAC).
- Teacher certificates and other certification documentation (Rule 6A-1.0503, FAC).
- Documentation for instructors teaching out-of-field (Rule 6A-1.0503, FAC).
- Procedural safeguards for weighted programs (Rule 6A-6.03411, FAC).
- Evaluation and planning documents for weighted programs (Section 1010.305, Florida Statutes, and Rule 6A-6.03411, FAC).

The School receives Federal or state awards for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by various granting agencies. For Federal or state awards in which a claim to these grant proceeds is based on incurring eligible expenditures, revenue is recognized to the extent that eligible expenditures have been incurred.

The School receives state funds through the District under charter school capital outlay funding pursuant to Section 1013.62, Florida Statutes. Funds are based upon a capital outlay plan submitted to the District and are to be used for lease, rent or construction of school facilities. The School also receives funding through donations and fundraising efforts, school lunch sales and local property tax collections.

The School follows the policy of applying restricted resources prior to applying unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted assets are available.

- **Income Tax**

The School is exempt from Federal tax under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been included in the accompanying financial statements. Additionally, no uncertain tax positions have been made requiring disclosure in the related note to financial statements. The School's income tax returns for the past three years are subject to examination by tax authorities and may change upon examination.

- **Use of Estimates**

In preparing the financial statements in conformity with generally accepted accounting principles in the United States (GAAP) management is required to make estimates and assumptions that affect the reported amounts of assets and liabilities as of the date of the statement of Net Position and affect revenues and expenditures for the period presented. Actual results could differ from those estimates.

- **Subsequent Events**

Management has evaluated all events subsequent to the balance sheet date and through the report date, which is the date these financial statements were available to be issued. Management determined there are no subsequent events which require disclosure.

2. RESTATEMENT OF BEGINNING NET POSITION AND FUND BALANCE

It was discovered that the School reported a certificate of deposit on its statement of net position and balance sheet-governmental funds in error. An adjustment was made to reduce the beginning net position and beginning fund balance-general fund by $51,464.

3. CASH DEPOSITS

Custodial Credit Risk – Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the School's deposits may not be returned to the School. The School does not have a custodial credit risk policy. All cash deposits are held in banks that qualify as public depositories under Florida law. All such deposits are insured by federal depository insurance and/or collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, Florida Statutes.

4. CHANGES IN CAPITAL ASSETS

Changes in capital assets are presented in the table below:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities:				
Improvements	$ 48,206	$ -	$ -	$ 48,206
Furniture, Fixtures and Equipment	94,048	4,969		99,017
Motor Vehicles	115,717	-		115,717
Leased Asset - Building	252,911	796,702		1,049,613
Total Capital Assets	510,882	801,671	-	1,312,553
Less Accumulated Depreciation/Amotization for:				
Improvements	(7,783)	(6,015)		(13,798)
Furniture, Fixtures and Equipment	(16,358)	(19,994)		(36,352)
Motor Vehicles	(8,266)	(16,531)		(24,797)
Leased Asset - Building	(154,499)	(98,412)		(252,911)
Total Accumulated Depreciation/Amortization	(186,906)	(140,952)	-	(327,858)
Governmental Activities Capital Assets, net	$ 323,976	$ 660,719	$ -	$ 984,695

All Depreciation/Amortization expense is shown as unallocated on the Statement of Activities.

5. DUE TO OTHER AGENCY

Due to Other Agency in the accompanying statement of Net Position and Balance Sheet – Governmental Funds represents expenses paid on behalf of the School by Gulf Coast Academy of Science and Technology, Inc. (a related party with the same Board). The amounts owed will be paid by the end of the fiscal year ended June 30, 2025.

6. LONG-TERM LEASE PAYABLE

The School leases its educational facility under a noncancelable lease. The School anticipates renewing its lease for additional 2 five year terms through June 30, 2035. The lease requires the School to pay insurance and other costs. Rent is payable monthly at a rate of $7,700 per month and is subject to a rate increase of no more than 10% every two years. The fair value of the leased asset is $1,049,613. Amortization of the leased asset

recorded under this lease is included with depreciation/amortization expense in the accompanying financial statements.

Future minimum lease payments and the present value of the minimum lease payments as of June 30 are as follows: (imputed borrowing rate of 6%)

Fiscal Year Ending June 30	Total	Principal	Interest
2025	$ 92,400	$ 45,845	$ 46,555
2026	92,400	48,673	43,727
2027	96,000	55,375	40,625
2028	96,000	58,791	37,209
2029	98,400	64,884	33,516
2030-34	518,400	418,564	99,836
2035	108,000	104,570	3,430
Total	$ 1,101,600	$ 796,702	$ 304,898

7. CHANGES IN LONG-TERM LIABILITIES

The following is a summary of changes in long-term liabilities:

	Beginning Balance	Additions	Deductions	Ending Balance	Due in One Year
GOVERNMENTAL ACTIVITIES:					
Long-term Lease Payable	$ 98,412	$ 796,702	$ (98,412)	$ 796,702	45,845
Total Governmental Activities	$ 98,412	$ 796,702	$ (98,412)	$ 796,702	$45,845

8. SCHEDULE OF STATE REVENUE SOURCES

The following is a schedule of the School's State revenue:

Source	Amount
Florida Education Finance Program	$ 773,288
Categorical Programs:	
Class Size Reduction	106,329
School Recognition	18,902
Charter School Capital Outlay	65,662
Miscellaneous	2,276
Total State Revenue	$ 966,457

As provided in the charter school contract, the District has charged the School an administrative fee equal to $42,161.

9. INTERFUND TRANSFERS

The Capital Projects Fund transferred $65,662 to the General Fund for the payment of the School's facility lease. The amounts of interfund transfers are netted together and not reported in the statement of net position or the statement of activities.

10. RISK MANAGEMENT PROGRAMS

The School is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. There have been no significant reductions in insurance coverage and settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

11. PENSION PLAN

The School participates in a defined contribution tax sheltered annuity SIMPLE plan under IRS regulation Section 408(p) plan. Eligible employees are allowed to contribute to the plan and the School is obligated to match the employee's contribution up to 3 percent of their annual salary. Contributions are directed to individual employee's accounts, and the individual employees allocate contributions and account balances among various available investment choices, therefore, the School has no liability for the administration or payments of benefits of the plan, and accordingly, the present value of the related benefits is not reflected in these financial statements. The rate of contribution is set annually by the School's Board of Directors.

12. COMMITMENTS AND CONTINGENT LIABILITIES

The School participates in state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies, therefore, to the extent that the School has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectability of any related receivables at June 30, 2024, may be impaired.

In the opinion of the School, there are no significant liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provision has been recorded in the accompanying financial statements for such contingencies.

13. LEGAL MATTERS

In the normal course of conducting its operations, the School occasionally becomes party to various legal actions and proceedings. In the opinion of management, the ultimate resolution of such legal matters will not have a significant adverse effect on the accompanying financial statements.

GULF COAST ELEMENTARY SCHOOL, INC.
A CHARTER SCHOOL AND COMPONENT UNIT OF THE
DISTRICT SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND AND SPECIAL REVENUE FUND (UNAUDITED)
For the Fiscal Year Ended June 30, 2024

	General Fund				Special Revenue Fund			
	Original Budget	Final Budget	Actual	Variance with Final Budget - Positive (Negative)	Original Budget	Original/Final Budget	Actual	Variance with Final Budget - Positive (Negative)
Revenues:								
Intergovernmental:								
Federal Through State and Local	$ -	$ -	$ -	$ -	$ 247,500	$ 171,562	$ 171,562	$ -
State	701,848	900,795	900,795	-		-	-	-
Local and Other	180,000	169,172	169,172	-		-	-	-
Total Revenues	881,848	1,069,967	1,069,967	-	247,500	171,562	171,562	-
Expenditures:								
Current - Education:								
Instruction	523,947	565,936	565,936	-	177,500	163,266	163,266	-
Board	19,674	17,145	17,145	-	-	-	-	-
General Administration	37,915	42,161	42,161	-		181	181	-
School Administration	207,208	299,515	299,515	-	-	3,146	3,146	-
Fiscal Services	18,066	3,754	3,754	-		-	-	-
Student Transportation		19,056	19,056	-		-	-	-
Operation of Plant	4,745	30,757	30,757	-	20,000	-	-	-
Fixed Capital Outlay:							-	
Facilities Acquisition & Construction		796,702	796,702	-		-	-	-
Other Capital Outlay		-	-	-	50,000	4,969	4,969	-
Debt Service:							-	
Principal	90,578	98,412	98,412	-		-	-	-
Interest		3,233	3,233	-		-	-	-
Total Expenditures	902,133	1,876,671	1,876,671	-	247,500	171,562	171,562	-
Excess (Deficiency) of Revenues Over Expenditures	(20,285)	(806,704)	(806,704)	-	-	-	-	-
Other Financing Sources (Uses):								
Inception of Long-term Lease		796,702	796,702	-		-	-	-
Transfers In/(Out)	50,000	65,662	65,662	-		-	-	-
Total Other Financing Sources (Uses)	50,000	862,364	862,364	-	-	-	-	-
Net Change in Fund Balances	29,715	55,660	55,660	-	-	-	-	-
Fund Balances, July 1, 2023	301,722	301,722	301,722	-	-	-	-	-
Adjustment to Beginning Fund Balance	(51,464)	(51,464)	(51,464)	-	-	-	-	-
Fund Balances, July 1, 2023-Restated	250,258	250,258	250,258	-	-	-	-	-
Fund Balances, June 30, 2024	$ 279,973	$ 305,918	$ 305,918	$ -	$ -	$ -	$ -	$ -

See Independent Auditor's Report

GULF COAST ELEMENTARY SCHOOL, INC.

A Charter School and Component Unit of the District School Board of Hernando County, Florida

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2024

1. BUDGETARY BASIS OF ACCOUNTING

Budgets are presented on the modified accrual basis of accounting. During the fiscal year, expenditures were controlled at the object level (e.g., salaries and benefits, purchased services, materials and supplies and capital outlay) within each activity (e.g., instruction, pupil personnel services and school administration). Budgets may be amended by resolution at any Board meeting prior to the date for the annual report.

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Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

To the Board of Directors of the Gulf Coast Elementary School, Inc.,
a Charter School and Component Unit of the District
School Board of Hernando County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Gulf Coast Elementary School, Inc. ("School"), a charter school and component unit of the District School Board of Hernando County, Florida, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the School's basic financial statements, and have issued our report thereon dated July 25, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



July 25, 2024
Tampa, Florida

KING&WALKER
CERTIFIED PUBLIC ACCOUNTANTS

Members:
Florida Institute of CPAs
American Institute of CPAs
Government Audit Quality Center

2803 W. Busch Blvd Ste 106
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Management Letter as Required by Rules of the Florida Auditor General, Chapter 10.850, Florida Statutes, *Charter School Audits*

To the Board of Directors Gulf Coast Elementary School, Inc.
a Charter School and Component Unit of the
District School Board of Hernando County, Florida

Report on the Financial Statements

We have audited the financial statements of the Gulf Coast Elementary School, Inc. ("School"), a Charter School and Component Unit of the District School Board of Hernando County, Florida, as of and for the fiscal year ended June 30, 2024, and have issued our report thereon dated July 25, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States and Chapter 10.850, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*. Disclosures in those reports and schedule, which are dated July 25, 2024, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no prior audit findings or recommendations.

Official Title

Section 10.854(1)(e)5., Rules of the Auditor General, requires that the name or official title of the entity and the school code assigned by the Florida Department of Education be disclosed in this management letter. The official title and the school code assigned by the Florida Department of Education of the entity are Gulf Coast Elementary School, 274522.

Financial Condition and Management

Sections 10.854(1)(e)2. and 10.855(11), Rules of the Auditor General, require us to apply appropriate procedures and communicate whether or not the Gulf Coast Elementary School, Inc.. has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify the specific condition(s) met. In connection with our audit, we determined that the Gulf Coast Elementary School, Inc., did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.854(1)(e)6.a. and 10.855(12), Rules of the Auditor General, we applied financial condition assessment procedures for the Gulf Coast Elementary School, Inc. It is management's responsibility to monitor the Gulf Coast Elementary School, Inc.'s financial condition, and our financial condition assessment was based in part on representations made by management and review of financial information provided by same.

Section 10.854(1)(e)3., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Transparency

Sections 10.854(1)(e)7. and 10.855(13), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether the Gulf Coast Elementary School, Inc., maintains on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes. In connection with our audit, we determined that the Gulf Coast Elementary School, Inc., maintained on its Web site the information specified in Section 1002.33(9)(p), Florida Statutes.

Additional Matters

Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies the Board of Directors, applicable management, and District School Board of Hernando County, Florida and is not intended to be and should not be used by anyone other than these specified parties.



July 25, 2024
Tampa, Florida

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 18. 25-2540 9/24/2024

Title and Board Action Requested
Approve the Deletion of Surplus Property from District Inventory Records.

Executive Summary
The Manager of Warehouse, Property Control, Printing and Records, on behalf of the Superintendent of Schools, hereby requests the Board's approval to delete surplus property from inventory records. A list of the surplus items is attached. The Warehouse and Property Control Department will schedule a public auction with the district's retained auctioneer services vendor, Atkinson Auctioneers, to conduct the auction. Schools and departments will be notified of the property items available for preview prior to the auction and sale.

My Contact
Genele Firlik, Manager of Warehouse, Property Control, Printing and Records
352-797-7061

Christopher Reckner, Director of Purchasing and Warehousing
352-797-7060

2023-28 Strategic Focus Area
Priority 5: Fiscal Transparency and Capital Planning

Financial Impact
ESTIMATE $15,000.00 revenue generated. See attached budget sheet. If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PALLET #	DESCRIP	PROP. #	AQRD DATE	AQRD PRICE	PREV LOCATION	COUNT
60	MILK COOLER	05673200	8/25/2006	$2,954.04	9904	1
61	DOUBLE OVEN	02566700	8/10/1989	$4,431.00	0251	1
62	DOUBLE OVEN	02786900	7/23/1991	$4,403.00	0251	1
63	KETTLE STEAMER	PS294278				1
64	KETTLE STEAMER	PS294279				1
65	KETTLE STEAMER	02802000	9/25/1991	$6,617.00	0271	1
66	KETTLE STEAMER	02798000	9/1/1991	$6,617.00	0261	1
67	KETTLE STEAMER	04374600	7/24/1999	$8,348.00	0341	1
68	RATIONAL OVEN	06025700	8/2/2008	$13,829.00	0381	1
69	RATIONAL OVEN	05035700	1/16/2003	$19,993.00	0351	1
70	GARLAND DOUBLE OVEN	05047500	1/16/2003	$7,697.00	0351	1
71	RATIONAL OVEN	05537700	6/30/2005	$15,896.00	0371	1
72	RATIONAL OVEN	05952500	2/1/2008	$30,670.25	0181	1
73	RATIONAL OVEN	05947200	2/1/2008	$30,670.25	0181	1
74	MONTAGUE DOUBLE OVEN	05952700	2/1/2008	$10,125.98	0181	1
75	RATIONAL OVEN	06025800	8/2/2008	$13,829.09	0381	1
76	BLODGETT DOUBLE OVEN	07390100	6/3/2019	$26,893.40	9002	1
77	RATIONAL OVEN	06242800	6/30/2011	$12,114.00	0392	1
78	GARLAND DOUBLE OVEN	05537900	6/30/2005	$3,680.75	0371	1
79	BLODGETT DOUBLE OVEN	02786700	7/23/1991	$4,403.00	9002	1
80	REFRIGERATOR PASS-THRU	05041300	3/27/2003	$4,357.00	0351	1
81	HEATED PASS-THRU	05041600	3/27/2003	$4,260.00	0351	1
82	HEATED PASS-THRU	05041200	3/27/2003	$4,260.00	0351	1
83	HEATED PASS-THRU	05041400	3/27/2003	$4,260.00	0351	1
84	REFRIGERATOR PASS-THRU	05041500	3/27/2003	$4,357.00	0351	1
85	REFRIGERATOR PASS-THRU	PS294289				1
86	HEATED PASS-THRU	PS294290				1
87	HEATED PASS-THRU	05041800	3/27/2003	$4,260.00	0351	1
88	REFRIGERATOR PASS-THRU	05041700	3/27/2003	$4,357.00	0351	1
89	REFRIGERATOR PASS-THRU	PS294283				1
90	REFRIGERATOR PASS-THRU	05037100	3/27/2003	$4,358.00	0251	1
91	HOT FOOD COUNTER	PS294284				1
92	HOT FOOD COUNTER	PS294280				1
93	HEATED CABINET	05755200	4/19/2007	$2,515.00	9002	1
94	HEATED CABINET	05755300	4/19/2007	$2,515.00	9002	1

95	FOOD DISPLAY CASE	PS294285				1
96	HEATED CABINET	04214200	12/10/1998	$1,397.90	0321	1
97	CASHIER COUNTER	05757200	6/30/2007	$4,860.41	0171	1
98	HOT FOOD CART	04216800	12/10/1998	$2,257.00	9002	1
99	MONTAGUE DOUBLE OVEN	05947700	2/1/2008	$10,125.98	0181	1
100	SOUTHBEND DOUBLE OVEN	04374500	7/24/1999	$5,315.00	0341	1
101	RATIONAL OVEN	05930900	11/6/2007	$18,286.42	0211	1
102	RATIONAL OVEN	06275100	4/26/2012	$19,660.37	0241	1
103	GARLAND KETTLE STEAMER	PS294286				1
104	RATIONAL OVEN	05822900	7/22/2007	$18,443.26	0051	1
105	MONTAGUE DOUBLE OVEN	05821900	7/22/2007	$8,991.44	0051	1
106	MOBILE HOT SERVING TABLE	05828100	9/13/2007	$5,902.05	0341	1
107	HOT FOOD CART	03009800	5/11/1994	$1,239.00	0252	1
108	HOT FOOD CART	04217000	12/10/1998	$2,257.00	0202	1
109	HOT FOOD CART	04216400	10/15/1998	$2,257.00	9002	1
110	ELOMA OVEN	06211300	9/23/2010	$15,208.00	0321	1
111	MONTAGUE DOUBLE OVEN	05946300	2/1/2008	$10,125.98	0181	1
112	GARLAND DOUBLE OVEN	05537800	6/30/2005	$3,680.75	0371	1
113	RATIONAL OVEN	06242900	6/30/2011	$12,113.99	0392	1
114	RATIONAL OVEN	05537600	6/30/2005	$15,869.00	0371	1
115	HOT FOOD CART	PS294281				1
117	MILK COOLER	04375900	7/24/1999	$1,738.00	0341	1
118	COLD SEVING TABLE	05828600	9/13/2007	$3,325.14	9002	1
119	MILK COOLER	04221500	8/29/1998	$1,890.00	0371	1
120	MILK COOLER	04217200	12/10/1998	$1,890.00	9002	1
121	MILK COOLER	PS294282				1
122	PALLET OF RED BAGS	PS294287	N/A	N/A	N/A	34
123	PALLET OF BLUE BAGS	PS294288	N/A	N/A	N/A	33
124	PALLET OF ALCOHOL WIPES	PS294289	N/A	N/A	N/A	15
				Purchased with Federal Funds		

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source GENERAL FUND

Account Name SALE OF SURPLUS PROPERTY (REVENUE)

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project
1100	3493	0000	9006	00000	

Amount $ 15,000.00 ESTIMATED

Funding Source _____

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ⊗

Prior Year Approved Budget: $ 0

Prior Year Actual Spent: $ 0

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 19. 25-2550 9/24/2024

Title and Board Action Requested
Approve addition of the title Substitute Gatekeeper to the Substitute-Noninstructional job description. Also, approve the updates to the Athletic Coaching Supplements to include the requirements outlined in the recent amendment to statute 1012.55.

Executive Summary
The Director of Human Resources, on behalf of the Superintendent of Schools, hereby requests the Board approve the addition of the title Substitute Gatekeeper to the Sub Substitute-Noninstructional job description. This Substitute will supervise selected access point(s) of the school as needed for athletic events. This substitute must either be a current/cleared athletic coach or a regular HCSD employee. There is no financial impact associated, as fees will be reimbursed through the school site's internal account.

Also, approve the updates to the Athletic Coaching Supplements to include the requirements outlined in recent amendment to statute 1012.55.
Hold and maintain a certification in cardiopulmonary resuscitation, first aid, and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines. There is no financial impact associated.

My Contact
Matthew Goldrick
Director of Human Resources
goldrick_m@hcsb.k12.fl.us
870-451

2023-28 Strategic Focus Area
Priority 2: Talent Management

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Hernando County School Board
Florida

FLSA: Non-Exempt, Non-Union

SUBSTITUTE - NONINSTRUCTIONAL

Positions include Substitute Environmental Services Technician, Substitute Food Service Worker, Substitute School Health Professional, Substitute Gatekeeper, and Substitute Clerical

Required Qualifications:

- Must meet all employment requirements
- Ability to work independently with minimal supervision

Desired Qualifications:

- High school diploma or General Education Diploma (GED)

Performance Responsibilities:

- Adhere to Hernando County School Board Policies as well as site regulations
- Assume the full role of the absent employee
- Dress appropriately for daily position
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Daily basis; called as needed
"At will" employee – can be dismissed at the discretion of the Superintendent of Schools and/or designee

Salary:

Salary based upon approved salary schedule - Noninstructional Substitute

Job Code:

Varies depending on substitute assignment

Board Approved: 01/20/09
Revised: 05/17/11, 2/26/19

Hernando County School Board
Florida

FLSA: Non-Exempt, Non-Union

SUBSTITUTE - NONINSTRUCTIONAL

Positions include Substitute Environmental Services Technician, Substitute Food Service Worker, Substitute School Health Professional, Substitute Gatekeeper, and Substitute Clerical

Required Qualifications:

- Must meet all employment requirements
- Ability to work independently with minimal supervision

Desired Qualifications:

- High school diploma or General Education Diploma (GED)

Performance Responsibilities:

- Adhere to Hernando County School Board Policies as well as site regulations
- Assume the full role of the absent employee
- Dress appropriately for daily position
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Daily basis; called as needed
"At will" employee – can be dismissed at the discretion of the Superintendent of Schools and/or designee

Salary:

Salary based upon approved salary schedule - Noninstructional Substitute

Job Code:

Varies depending on substitute assignment

Board Approved: 01/20/09
Revised: 05/17/11, 2/26/19

Hernando County School Board
Florida

MIDDLE SCHOOL HEAD COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- Florida Educator's Certificate*
- First aid training, injury prevention~~, CPR~~
- Hold and maintain a certification in cardiopulmonary resuscitation, first aid (CPR), and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Willingness to devote time before and after school

Desired Qualifications:

- Knowledge of sports theory and application
- Knowledge of physical training and/or basic kinesiology
- Trained in teaching necessary techniques and skills

Performance Responsibilities:

- Provide leadership, teach competiveness and sportsmanship for sport assigned
- Plan and supervise a conditioning program according to sport
- Select team participants
- Plan/supervise all practices, games/meets and tournaments
- Issue uniforms and/or equipment and maintain inventory
- Create game plan strategies, goal setting, and positive attitude
- Encourage academic, as well as athletic, achievement
- Assist Athletic Director with schedules, budgets, contracts and busing
- Serve as a liaison to parents, boosters and media
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Hernando County School Board
Florida

MIDDLE SCHOOL HEAD COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- Florida Educator's Certificate*
- First aid training, injury prevention
- Hold and maintain a certification in cardiopulmonary resuscitation, first aid (CPR), and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Willingness to devote time before and after school

Desired Qualifications:

- Knowledge of sports theory and application
- Knowledge of physical training and/or basic kinesiology
- Trained in teaching necessary techniques and skills

Performance Responsibilities:

- Provide leadership, teach competiveness and sportsmanship for sport assigned
- Plan and supervise a conditioning program according to sport
- Select team participants
- Plan/supervise all practices, games/meets and tournaments
- Issue uniforms and/or equipment and maintain inventory
- Create game plan strategies, goal setting, and positive attitude
- Encourage academic, as well as athletic, achievement
- Assist Athletic Director with schedules, budgets, contracts and busing
- Serve as a liaison to parents, boosters and media
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Hernando County School Board
Florida

MIDDLE SCHOOL ASSISTANT COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- First aid training concepts, injury prevention ~~and CPR~~
- Hold and maintain a certification in cardiopulmonary resuscitation, first aid, and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Florida Educator's Certificate in any subject*
- Willingness to devote time before and after school

Performance Responsibilities:

- Attend and participate in all practices, games/meets and tournaments
- Supervise activities and locker room activity
- Implement program policies as set forth by head coach and principal
- Assist in team selection, paperwork, schedules, budgets and busing
- Assist with equipment/inventory and uniforms
- Teach competitiveness and sportsmanship, and encourage academic as well as athletic achievement
- Express a positive attitude at all times
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Hernando County School Board
Florida

MIDDLE SCHOOL ASSISTANT COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- First aid training concepts, injury prevention
- Hold and maintain a certification in cardiopulmonary resuscitation, first aid, and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Florida Educator's Certificate in any subject*
- Willingness to devote time before and after school

Performance Responsibilities:

- Attend and participate in all practices, games/meets and tournaments
- Supervise activities and locker room activity
- Implement program policies as set forth by head coach and principal
- Assist in team selection, paperwork, schedules, budgets and busing
- Assist with equipment/inventory and uniforms
- Teach competitiveness and sportsmanship, and encourage academic as well as athletic achievement
- Express a positive attitude at all times
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Hernando County School Board
Florida

HIGH SCHOOL HEAD COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- Florida Educator's Certificate in any subject*
- First aid training concepts, injury prevention~~, CPR~~
- Hold and maintain a certification in cardiopulmonary resuscitation (CPR), first aid, and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Willingness to devote time before and after school hours

Desired Qualifications:

- Knowledge of sports theory and application
- Knowledge of concepts of physical training and/or basic kinesiology
- Trained in teaching the necessary techniques and skills
- Successful experience as a Head Coach in high school level
- Successful experience as a player or coach at the college level
- Successful experience in coaching major and minor sports

Performance Responsibilities:

- Provide leadership for the sport assigned
- Teach competitiveness and sportsmanship
- Teach skill development within athletic ability
- Plan and supervise a year-round conditioning program (when applicable)
- Plan practices, games/meets and tournament schedules
- Supervise activities within the assigned sport
- Create game plan strategies
- Encourage academics, as well as athletic, achievement
- Encourage and promote participation, positive attitude and goal setting
- Assist the Athletic Director with schedules, budgets, contracts, and busing
- Serve as liaison to parents, boosters, and media
- Maintain accurate inventory of equipment pertaining to the sport
- Assist the Athletic Director in planning and organizing of promotion and participant recruitment and recognition programs pertaining to the sport
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Hernando County School Board
Florida

HIGH SCHOOL HEAD COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- Florida Educator's Certificate in any subject*
- First aid training concepts, injury prevention
- Hold and maintain a certification in cardiopulmonary resuscitation (CPR), first aid, and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Willingness to devote time before and after school hours

Desired Qualifications:

- Knowledge of sports theory and application
- Knowledge of concepts of physical training and/or basic kinesiology
- Trained in teaching the necessary techniques and skills
- Successful experience as a Head Coach in high school level
- Successful experience as a player or coach at the college level
- Successful experience in coaching major and minor sports

Performance Responsibilities:

- Provide leadership for the sport assigned
- Teach competitiveness and sportsmanship
- Teach skill development within athletic ability
- Plan and supervise a year-round conditioning program (when applicable)
- Plan practices, games/meets and tournament schedules
- Supervise activities within the assigned sport
- Create game plan strategies
- Encourage academics, as well as athletic, achievement
- Encourage and promote participation, positive attitude and goal setting
- Assist the Athletic Director with schedules, budgets, contracts, and busing
- Serve as liaison to parents, boosters, and media
- Maintain accurate inventory of equipment pertaining to the sport
- Assist the Athletic Director in planning and organizing of promotion and participant recruitment and recognition programs pertaining to the sport
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Hernando County School Board
Florida

HIGH SCHOOL ASSISTANT COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- Florida Educator's Certificate*
- First aid training concepts, injury prevention~~, CPR~~
- Hold and maintain a certification in cardiopulmonary resuscitation (CPR), first aid, and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Willingness to devote time before and after school hours

Desired Qualifications:

- Successful experience in coaching major and minor sports

Performance Responsibilities:

- Attend and participate in all practices, games/meets and tournaments
- Supervise locker room activity
- Report team progress on a weekly basis
- Implement program policies as set forth by the head coach and principal
- Assist in the selection of teams
- Express a positive attitude at all times
- Teach competitiveness, sportsmanship and additional traits of positive character
- Encourage academic as well as athletic achievement
- Assist with all equipment duties including end of the year inventory and maintenance
- Issue uniforms to team members
- Assist in the supervision of all activities
- Assist the head coach in all areas including paperwork, schedules, budgets and busing
- Follow proper fundraising procedures
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Hernando County School Board
Florida

HIGH SCHOOL ASSISTANT COACH

Required Qualifications:

- Minimum of high school diploma or equivalent
- Florida Educator's Certificate*
- First aid training concepts, injury prevention
- Hold and maintain a certification in cardiopulmonary resuscitation (CPR), first aid, and the use of an automatic external defibrillator. The certification must be consistent with national evidence-based emergency cardiovascular care guidelines.
- Willingness to devote time before and after school hours

Desired Qualifications:

- Successful experience in coaching major and minor sports

Performance Responsibilities:

- Attend and participate in all practices, games/meets and tournaments
- Supervise locker room activity
- Report team progress on a weekly basis
- Implement program policies as set forth by the head coach and principal
- Assist in the selection of teams
- Express a positive attitude at all times
- Teach competitiveness, sportsmanship and additional traits of positive character
- Encourage academic as well as athletic achievement
- Assist with all equipment duties including end of the year inventory and maintenance
- Issue uniforms to team members
- Assist in the supervision of all activities
- Assist the head coach in all areas including paperwork, schedules, budgets and busing
- Follow proper fundraising procedures
- Perform other duties as assigned by the principal and/or designee

Physical Demands:

Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the principal and/or designee

Terms of Employment:

Supplemental Position

Salary:

Paid in accordance with the Differentiated Pay for Additional Duty/Supplemental Schedule in the Hernando Classroom Teachers' Association (HCTA) Contract

*Cheerleading coaches of non-competitive teams are not required to hold a Florida Educator's Certificate.

Board Approved: 01/11/11
Revised: 05/17/11

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 20. 25-2575 9/24/2024

Title and Board Action Requested
Approve the Job Description Updates for the Supervisor of Assessment and Accountability

Executive Summary
The Director of Research and Accountability, on behalf of the Superintendent of Schools, hereby requests the Board to approve the job description updates for Supervisor of Assessment & Accountability. This includes changes to the "report to" as well as responsibility updates and addition of this title to the PTS Salary Schedule Index. This title is from an approved job description. This is not an additional allocation, and utilization of this title will allow our department to make more efficient use of currently allocated positions, resulting in a budget savings.

My Contact
Sonsee Sanders
Director of Research and Accountability
352-797-7000 ext.224
sanders_s@hcsb.k12.fl.us

2023-28 Strategic Focus Area
Priority 1: Student Success

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Hernando County School Board
Florida

FLSA: Exempt, Non-Union

SUPERVISOR OF ASSESSMENT AND ACCOUNTABILITY

Required Qualifications:

- ~~Bachelor's~~ Master's Degree from an accredited institution
- Minimum of five (5) years of experience in related field
- Demonstrate proficiency in the use and management of assessment technology
- Knowledge of current principles and practices in Assessment and Accountability
- Advanced level technology skills including word processing, spreadsheets, and presentation software
- Advanced level technology skills including word processing, spreadsheets, and presentation software

Desired Qualifications:

- Knowledge of federal, state, and district rules, regulations, and policies as they relate to educational accountability

Performance Responsibilities:

- Train and support assessment teachers in all areas related to assessment
- Direct the activities of assessment teachers at each school in all responsibilities related to testing
- Serve as liaison between the Florida Department of Education and the Hernando County School District for assessment~~, accountability,~~ and K-12 student data
- ~~Communicate with parents, school personnel, district personnel, community, media and Florida Department of Education officials concerning all aspects of assessment, accountability, and K-12 student data~~
- ~~Complete all State required reports for Assessment & Accountability Department~~
- ~~Oversee district assessment budget~~
- Provide leadership and direction for assigned areas of responsibility
- Demonstrate initiative in identifying potential problems or opportunities for improvement and take appropriate action
- Collaborate with Technology and Information Services and schools to determine data needs as well as requirements for computer-based assessments
- ~~Plan and facilitate informational meetings for district and school personnel~~
- ~~Assist schools with program implementations~~
- ~~Analyze information and prepare various routine-to-complex requirements~~
- ~~Communicate policies and mandates to all stakeholders~~
- Disaggregate, analyze, and disseminate student academic and demographic data at state, district, school, teacher, and student levels

- Stay abreast of the on-going federal and state mandates for all assigned areas of responsibility
- Interpret policies and state mandates as they relate to relevant job responsibilities
- Represent the district at all state and regional meetings relevant to job responsibilities
- ~~Coordinate and train school-based Assessment Teachers~~
- ~~Oversee data quality and reporting of K-12 student information~~
- Supervise and ensure data monitoring, training, and documenting policies and procedures for data quality
- ~~Work with principals and program directors to meet their student data needs~~
- ~~Oversee, evaluate, and supervise all personnel that report directly to this position~~
- ~~Keep the Superintendent of Schools abreast of all ongoing situations, programs, changes and practices in the areas of assigned responsibility~~
- ~~Sustain focus and attention to detail~~
- Assist with the identification of measurable objectives that address educational programs
- Provide data and consult with individual schools for the purpose of evaluating program effectiveness
- Arrange data to assist schools in determining patterns of critical indicators and provide progress monitoring guidance
- Provide training to teachers and school leaders to enhance their skills and ability to access and understand the benefits and limitations of data
- Understand state and federal accountability systems and how schools are impacted
- Assist in compliance with School Board rules and applicable state and federal laws
- Collaborate in the design of district data chats for school administrators
- Create and maintain standard operating procedures for the department of Assessment and Accountability
- Work closely with appropriate district-level staff and school personnel to promote implementation of a systematic approach to program improvement and resources for testing
- Initiate the decision-making, implementation, and professional development of appropriate achievement data technologies conducive to learning and monitoring student progress
- Coordinate, problem solve, and implement third-party student data platforms
- Perform other duties as assigned by the ~~Assistant Superintendent of Teaching and Learning~~ Director of Research and Accountability and/or designee
- Supervise and evaluate all personnel that report directly to this position

Physical Demands:

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the ~~Assistant Superintendent of Teaching and Learning~~ Director of Research and Accountability and /or designee

Evaluation:
Annual evaluation done by the ~~Assistant Superintendent of Teaching and Learning~~ Director of Research and Accountability and/or designee

Terms of Employment:
12-month employment

Salary:
Salary based upon approved salary schedule – Professional/Technical/Supervisory Category G

Job Code:

77131

Board Approved: 07/27/10
Revised: 05/17/11, 08/09/11, 06/10/14, 01/26/16, 06/25/19

Hernando County School Board
Florida

FLSA: Exempt, Non-Union

SUPERVISOR OF ASSESSMENT AND ACCOUNTABILITY

Required Qualifications:

- Master's Degree from an accredited institution
- Minimum of five (5) years of experience in related field
- Demonstrate proficiency in the use and management of assessment technology
- Knowledge of current principles and practices in Assessment and Accountability
- Advanced level technology skills including word processing, spreadsheets, and presentation software

Desired Qualifications:

- Knowledge of federal, state, and district rules, regulations, and policies as they relate to educational accountability

Performance Responsibilities:

- Train and support assessment teachers in all areas related to assessment
- Direct the activities of assessment teachers at each school in all responsibilities related to testing
- Serve as liaison between the Florida Department of Education and the Hernando County School District for assessment and K-12 data
- Provide leadership and direction for assigned areas of responsibility
- Demonstrate initiative in identifying potential problems or opportunities for improvement and take appropriate action
- Collaborate with Technology and Information Services and schools to determine data needs as well as requirements for computer-based assessments
- Disaggregate, analyze, and disseminate student academic and demographic data at state, district, school, teacher, and student levels
- Stay abreast of the on-going federal and state mandates for all assigned areas of responsibility
- Interpret policies and state mandates as they relate to relevant job responsibilities
- Represent the district at all state and regional meetings relevant to job responsibilities
- Supervise and ensure data monitoring, training, and documenting policies and procedures for data quality
- Assist with the identification of measurable objectives that address educational programs
- Provide data and consult with individual schools for the purpose of evaluating program effectiveness
- Arrange data to assist schools in determining patterns of critical indicators and provide progress monitoring guidance

- Provide training to teachers and school leaders to enhance their skills and ability to access and understand the benefits and limitations of data
- Understand state and federal accountability systems and how schools are impacted
- Assist in compliance with School Board rules and applicable state and federal laws
- Collaborate in the design of district data chats for school administrators
- Create and maintain standard operating procedures for the department of Assessment and Accountability
- Work closely with appropriate district-level staff and school personnel to promote implementation of a systematic approach to program improvement and resources for testing
- Initiate the decision-making, implementation, and professional development of appropriate achievement data technologies conducive to learning and monitoring student progress
- Coordinate, problem solve, and implement third-party student data platforms
- Perform other duties as assigned by the Director of Research and Accountability and/or designee
- Supervise and evaluate all personnel that report directly to this position

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Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:
Reports directly to the Director of Research and Accountability and /or designee

Evaluation:
Annual evaluation done by the Director of Research and Accountability and/or designee

Terms of Employment:
12-month employment

Salary:
Salary based upon approved salary schedule – Professional/Technical/Supervisory Category G

Job Code:

77131

Board Approved: 07/27/10
Revised: 05/17/11, 08/09/11, 06/10/14, 01/26/16, 06/25/19

PLACEMENT SALARY STRUCTURE FOR
PROFESSIONAL/TECHNICAL/SUPERVISORY EMPLOYEES 2023-2024

	PTB	PTC	PTD	PTE	PTF	PTG
	Category B	Category C	Category D	Category E	Category F	Category G
1	$ 17.80	$ 20.60	$ 27.00	$ 31.40	$ 34.60	$ 37.70
2	$ 18.10	$ 20.90	$ 27.30	$ 31.70	$ 34.90	$ 38.10
3	$ 18.40	$ 21.20	$ 27.70	$ 32.00	$ 35.20	$ 38.50
4	$ 18.70	$ 21.50	$ 28.00	$ 32.30	$ 35.50	$ 38.90
5	$ 19.10	$ 21.80	$ 28.30	$ 32.70	$ 35.80	$ 39.30
6	$ 19.40	$ 22.10	$ 28.60	$ 33.00	$ 36.30	$ 39.80
7	$ 19.70	$ 22.50	$ 28.90	$ 33.30	$ 36.60	$ 40.20
8	$ 20.00	$ 22.80	$ 29.20	$ 33.60	$ 37.20	$ 40.60
9	$ 20.30	$ 23.10	$ 29.50	$ 33.90	$ 37.50	$ 41.00
10	$ 20.60	$ 23.40	$ 29.80	$ 34.20	$ 37.80	$ 41.70
11	$ 20.90	$ 23.70	$ 30.10	$ 34.50	$ 38.10	$ 42.10

For an advanced degree beyond education requirements listed in job description add $.45 per hour
For a Food & Nutrition Specialist who is assigned as a Specialist at a High School or K8 add $2,000 annually
For a Food & Nutrition Specialist who is assigned as a dual Specialist (serving multiple locations) add $5,000 annually
For a Food and Nutrition Assistant Specialist who is assigned as a dual Assistant Specialist or serves with a Specialist serving as a dual Specialist add $2,600 annually.
For a Food & Nutrition Specialist who is identified as a FNS Trainer (must be willing to take on additional duties to train dietetic interns for a couple of days and supervise interns for a couple of weeks within that school year). Add $500 annually.

NOTE: This schedule is for placement only. There is no movement on this salary structure.

Board Approved: 10/10/23
Revised: 10/24/23, 06/11/2024, 07/30/24

POSITION	CATEGORY
Accountant	C
Adult Literacy Specialist	B
Application Support Analyst	C
Assessment Specialist	D
Assistive Technology Specialist	D
Athletic Trainer	D
Budget Analyst	D
Business Systems Coordinator	F
College and Career Program Manager	E
Coordinator and Compliance Monitor of Threat Assessments	F
Coordinator of Assessment and Accountability	F
Coordinator of Career and Technical Education	F
Coordinator of Communications and Government Relations	F
Coordinator of Compliance and Due Process - ESE	F
Coordinator of Exceptional Student Education	F
Coordinator of Finance	F
Coordinator of Human Resources	F
Coordinator of Medicaid	F
Coordinator of MTSS	F
Coordinator of Pathway to Success Academy and Adult Education	F
Coordinator of Retention	F
Coordinator of Student Data Quality and Reporting	F
Coordinator of Student Support Programs	F
Coordinator of Students and Families in Transition	F
Data Quality and Integrity Specialist	D
Discipline Hearing Officer	F
District Technology Infrastructure Specialist	D
District Technology Network Security Specialist	D
District Technology Support Specialist	C
District Technology Support Technician	B
Executive Office Manager	D
Executive Office Manager to the School Board and General Counsel	D

Facilities Planning and CAD Designer Specialist	C
Facilities Projects Construction Manager	D
Family Engagement and Community Centers Liaison	B
Financial Analyst	D
Fire Safety Inspector	C
Food and Nutrition Services Assistant Specialist	B
Food and Nutrition Services Specialist	C
Food and Nutrition Services Catering/Special Initiatives Manager	E
Food and Nutrition Services Operations Manager	E
Food and Nutrition Services Team Development and Marketing Manager	E
Food and Nutrition Services Nutrition/Wellness Coordinator	F
Help Desk-Trainer	B
Interpreter/Translator I	C
Interpreter/Translator II	D
Interpreter/Translator III	E
Lead Certification and Data Specialist	D
Licensed Practical Nurse	B
Licensed Practical Nurse for Medically Fragile Children	B
Maintenance Personnel Specialist	C
Manager of Environmental Services	E
Manager of Family and Community Engagement	E
Manager of Federal Programs	E
Manager of Maintenance	E
Manager of Planning, Design and Construction	E
Manager of Purchasing	E
Manager of Risk, Benefits and Compliance	E
Manager of Severely Emotionally Disturbed Network (SEDNET)	E
Manager of Telecommunications	E
Manager of Warehouse and Property Control, Printing & Records	E
Network Coordinator	F
Payroll Analyst	D
Planner	G
Registered Nurse	C
Registered Nurse for Medically Fragile Children	C
Route Specialist	C
Senior Application Support Analyst	E
Senior Programmer Analyst	E
Shop Foreman	D
Substance Abuse Prevention Educator	D
Supervisor of College and Career Programs	G
Supervisor of Exceptional Student Education	G
Supervisor of Federal Programs	G
Supervisor of Guidance Services - K-Adult	G
Supervisor of Human Resources	G
Supervisor of Instructional Technology	G
Supervisor of Literacy, Intervention and Elementary Academic Programs	G
Supervisor of Professional Development	G
Supervisor of Risk, Benefits and Wellness	G
Supervisor of School Choice	G
Supervisor of State Reporting	G
Systems Support Specialist	B
Systems Support Specialist for Exceptional Student Education	B
Telecommunications Support Specialist	C
Transportation Fleet Maintenance Manager	E
Transportation Operations Manager	E
Transportation Safety & Training Specialist	C
Violence Prevention Worker	B
Wellness Specialist	D
Workforce Development Specialist	B

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source

Account Name

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 21. 25-2539 9/24/2024

Title and Board Action Requested
Approve the Hernando County Utilities Department's Perpetual Utility Easement as presented in the Workshops on July 30, 2024, and August 27, 2024.

Executive Summary
The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board approve the Hernando County Utilities Department's Perpetual Utility Easement, as presented in the Workshops on July 30, 2024 and August 27, 2024.

My Contact
Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

Jim Lipsey
School Planner
lipsey_j@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area
Priority 3: Safe and Healthy Learning Environment

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Prepared by and Return to:
Hernando County Attorney's Office
20 North Main Street
Brooksville, Florida 34601

PERPETUAL UTILITY EASEMENT

THIS EASEMENT, made this ___ day of _____, 2024, between the **Hernando County School Board**, Florida, whose address is 919 North Broad Street, Brooksville, Florida 34601, hereinafter referred to as the "Grantor", and **Hernando County Water and Sewer District**, a body corporate and politic of the State of Florida, by and through its Board of County Commissioners, whose address is 15470 Flight Path Drive, Brooksville, Florida 34604, hereinafter referred to as the "Grantee":

WITNESSETH:

The Grantor in consideration of the sum of ten dollars and no cents ($10.00) and other good and valuable consideration in hand paid by the said Grantee to the Grantor, receipt whereof is hereby acknowledged, has granted, quitclaimed and conveyed unto the said Grantee, its successors and assigns forever, a Perpetual Utility Easement and right-of-way, hereinafter referred to as the "Easement", for the purpose of clearing, excavating, constructing, inspecting, improving, repairing and/or maintaining public utility facilities in, upon, under, over, across and through the following described land in the County of Hernando, State of Florida, to wit:

See **Exhibits "A" and "B1, B2**" (legal description and sketches consisting of 3 sheets) attached hereto and made a part hereof by reference.

Parcel ID Number: R13 423 17 0000 0010 0010 ("Easement Area.")

TO HAVE AND TO HOLD the same unto said Grantee, its successors and assigns forever, together with the reasonable right to enter and depart over and upon adjoining lands of the Grantor for the purpose of exercising the rights herein granted, so long as the land is restored to as good or better condition than originally found upon completion of construction or maintenance.

Grantor covenants to the Grantee that it is lawfully seized of said land and that it has good, right and lawful authority to grant this Easement.

Grantor hereby covenants and agrees that the Grantor shall not locate, place, construct, install, create, permit or allow any buildings or permanent structures or obstacles (including but not limited to landscaping, trees, fences and walls) within the Easement and the Grantor shall not interfere with the Grantee's utility facilities within the Easement. Notwithstanding this covenant, Grantor shall be allowed to maintain the existing fence that is located within the Easement Area as of the date of this Easement and will have the right to repair and replace the fence in this location.

To the extent permitted by law, each party agrees to hold the other harmless from any and all claims, actions or suits which might arise out of its own neglect or default of this agreement. Nothing contained herein shall be construed as a waiver of sovereign immunity beyond the limits described in Section 768.28, Florida Statutes, as same made by amended from time to time. This provisions shall survive Termination.

This Easement shall be recorded in the Public Records of Hernando County, Florida.

IN WITNESS WHEREOF, Grantor has caused these presents to be duly signed the day and year first above written.

Signed, sealed and delivered in the presence of:

(*Signature of two Witnesses required by Florida Law*)

Witness: _____

Print Name: _____
Address: _____
_____

Witness:_____

Print Name: _____
Address: _____
_____

Grantor(s):
Hernando County School Board

By: _____
Linda Prescott, Chairperson

By:
_____
Ray Pinder, Superintendent

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
4:17 pm, Aug 12, 2024

STATE OF FLORIDA
COUNTY OF __Hernando_____

The foregoing instrument was acknowledged before me by means of physical presence or online notarization this _____day of _____, 2024, by Linda Prescott, as Chairperson of Hernando County School Board, and Ray Pinder, as Superintendent, of Hernando County School Board. They are personally known to me or have produced _____, as identification.

(NOTARY SEAL)

_____
Signature of Notary
Print Name:_____
Notary Public, State of Florida
Commission No._____
My Commission expires:_____

EXHIBIT "A"

DESCRIPTION OF PROPOSED UTILITY EASEMENT

COMMENCING AT THE SOUTHWEST CORNER OF PARCEL 1.1, AS RECORDED IN OFFICIAL RECORD BOOK 2102, PAGE 979, OF THE PUBLIC RECORDS OF HERNANDO COUNTY, FLORIDA; THENCE ALONG THE SOUTH LINE OF SAID PARCEL, RUN S89°26'26"E, 30.64 FEET TO THE POINT OF BEGINNING; THENCE LEAVING SAID SOUTH LINE, RUN N12°18'45"E, 51.68 FEET; THENCE S89°07'50"E, 30.61 FEET; THENCE S12°18'45"W, 51.51 FEET TO THE SOUTH LINE OF SAID PARCEL 1.1; THENCE ALONG SAID SOUTH LINE, RUN N89°26'26"W, 30.64 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.04 ACRES MORE OR LESS.

LEGEND AND ABBREVIATIONS

C1 = SEE CURVE TABLE
L1 = SEE LINE TABLE
(C) = CALCULATED
(R) = RECORD OR PLAT
R/W = RIGHT OF WAY
P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING
SEC = SECTION
C.L.F. = CHAIN LINK FENCE
O.R. = OFFICIAL RECORD
P.G. = PAGE
FN&D = FOUND NAIL AND DISK
SIPC = SET IRON PIN AND CAP
FIPC = FOUND IRON PIN AND CAP
FCM = FOUND CONCRETE MONUMENT
= DESCRIPTIVE POINT
= FOUND CONCRETE MONUMENT (AS SHOWN)
= FOUND IRON PIN AND CAP (AS SHOWN)
= FOUND NAIL AND DISK (AS SHOWN)
FM = FORCEMAIN GATE VALVE

1. BEARINGS ARE BASED ON THE SOUTH LINE OF PARCEL 1.1, ESTABLISHING AN ASSUMED BEARING OF N89°26'26"W
2. BASIS FOR SKETCH IS SITE PLAN, RECORD PLAT, AND MONUMENTATION FOUND IN PLACE.
3. NO UNDERGROUND OR IMPROVEMENTS OR UTILITIES HAVE BEEN LOCATED EXCEPT AS NOTED. THE HORIZONTAL LOCATION OF UNDERGROUND IMPROVEMENTS IS BASED ON THE FLAGGED LOCATION PROVIDED BY THE CONTRACTOR. SOFT DIGS TO CONFIRM SAID LOCATIONS WERE NOT PERFORMED EXCEPT WHERE TOP OF PIPE ELEVATIONS ARE INDICATED.
4. UNDERGROUND ENCROACHMENTS, IF ANY, WERE NOT LOCATED. GUTTERS, OVERHANGS, WINDOW SILLS, OR UNDERGROUND FOUNDATIONS NOT LOCATED.
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JOB No: 20115 UTIL-ESMT

SHEET 3 OF 3

DATE	DRAWN BY	SURVEYOR	
01/16/24	RAA	SMO	

REVISION	
DATE	COMMENTS

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Scott M Osborne

Digitally signed by Scott M Osborne
Date: 2024.01.29 11:16:04 -05'00'

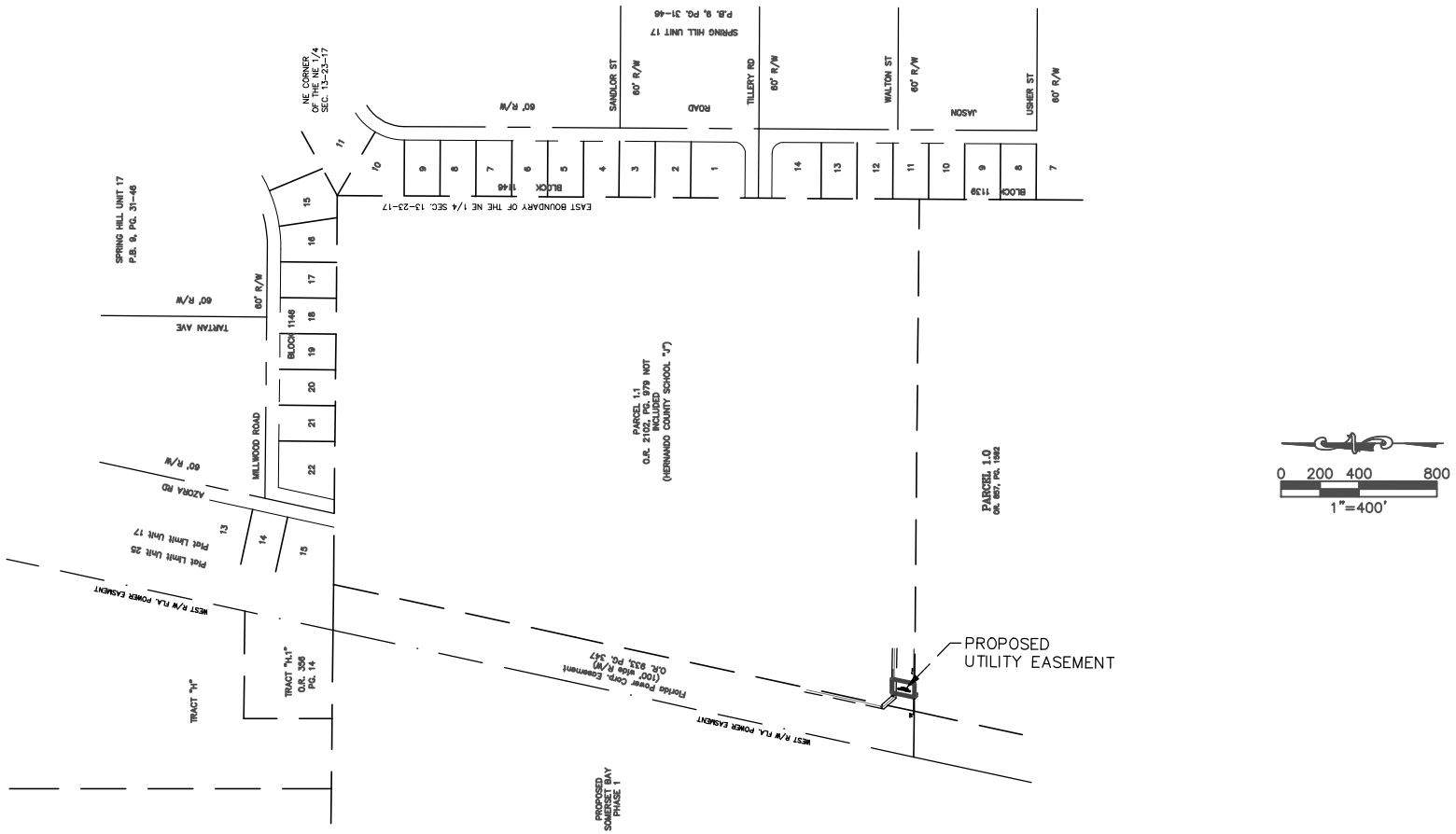
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SKETCH & LEGAL DESCRIPTION FOR AN EASEMENT

PREPARED FOR AND CERTIFIED TO: TTG PROPERTIES

EXHIBIT "B1"

SECTION 13, TOWNSHIP 23 SOUTH, RANGE 17 EAST
HERNANDO COUNTY, FLORIDA



LEGEND AND ABBREVIATIONS

C1 = SEE CURVE TABLE
L1 = SEE LINE TABLE
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(R) = RECORD OR PLAT
R/W = RIGHT OF WAY
P.O.C. = POINT OF COMMENCEMENT
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FCM = FOUND CONCRETE MONUMENT
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= FOUND CONCRETE MONUMENT (AS SHOWN)
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= FOUND NAIL AND DISK (AS SHOWN)
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SHEET 1 OF 3

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01/16/24	RAA	SMO	

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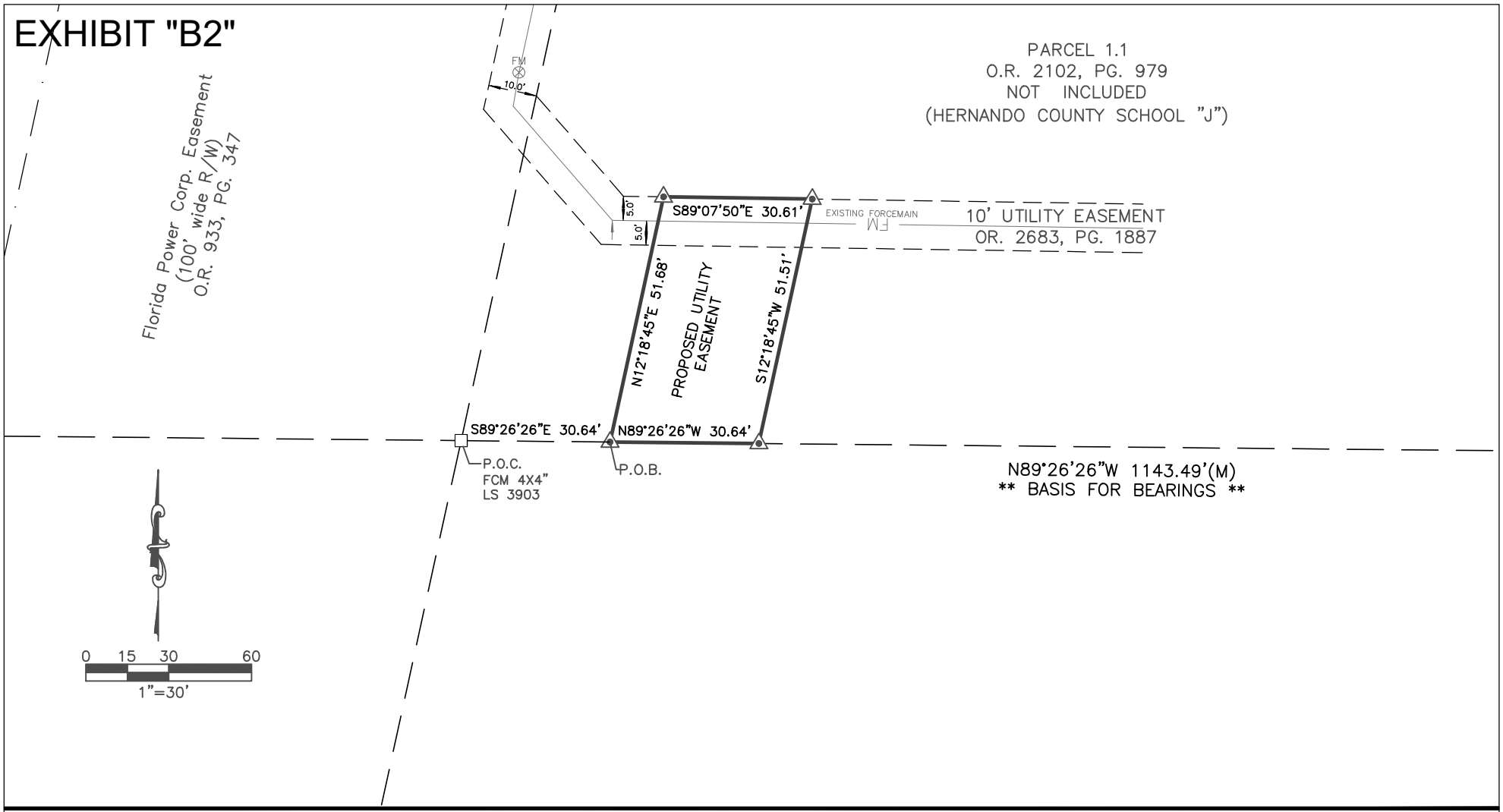
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EXHIBIT "B2"



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SHEET 2 OF 3

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Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: No Financial Impact

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name:

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source:

Account Name:

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

Funding Source:

Account Name:

Account Number: Fund | Function | Object | Cost Center | Project | Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget:

Prior Year Actual Spent:

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 22. 25-2422 9/24/2024

Title and Board Action Requested

Approve Addendum C of the Hernando County Sheriff's Office contract which will represent the addition of one (1) SRO K9 deputy to serve under the School Resource Unit (SRO) in a float / roaming capacity and approve the purchase of year one for $91,416.00. This program was also discussed at the Board Workshop on 04/09/2024 item # 24-2139.

Executive Summary

The Director of Safe Schools, on behalf of the Superintendent of Schools, hereby requests the Board to review and approve Addendum C of the Hernando County Sheriff's Office contract and approve the purchase of one (1) SRO K9 deputy for one year for $91,416.00. Addendum C represents the addition of one (1) SRO K9 deputy to serve under the School Resource Unit (SRO) in a float / roaming capacity. The HCSO agrees to pay for capital costs (items over $5,000 in value) which include assigned law enforcement vehicle along with the mechanisms that support the housing and transportation of the K-9 in said vehicle, as well as other capital costs that the HCSO currently funds as part of the existing contract. Allocation for this position will consist of 73% millage and 27% Hernando County Sheriff's office.

My Contact

Brandon DeRespiris
Director of Safe Schools
352-797-7233 x 495
Derespiris_b@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 3: Safe and Healthy Learning Environment

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Royal, Tammy

From: munis@hernandosheriff.org
Sent: Wednesday, June 29, 2022 4:00 PM
To: Royal, Tammy
Subject: Pending contract notification

You are being notified that:

User pmiller generated contract 22048 with a description of AGREEMENT FOR SCHOOL RESOURCE OFFICERS for department 3844 for 0.03.

Pending Action Approver: troyal
Approval Type: AMT

This is a Munis system generated message. Please do not reply to this unmonitored mailbox.

HCSO CONTRACT REVIEW SUMMARY

All contracts, agreements and memorandums of understanding must be reviewed, analyzed, appropriate fields completed and recommended for approval prior to submission to the Sheriff for execution.

☒ CONTRACT ☐ AGREEMENT ☐ MOU ☐ OTHER

RECEIVED
MAY 31 2022

BUREAU:

☐ STAFF ☐ ADMINISTRATIVE SERVICES ☐ JUDICIAL ☒ LAW ENFORCEMENT

Contract/Agreement Title: School Resource Officers MUNIS Generated Contract #: 22048

Date Submitted: 06/01/2022 Submitted By (Originator): Lt. William Power

Contract/Agreement Term: 3 Years Start Date: 07/01/2022 End Date: **06/30/2025**

If this is NEW: Cost per Year: $_____ Revenue per Year: $_____

If this is a RENEWAL: Revenue per Year 2022-2023: $2,406,469 Revenue per Year 2023-2024: $2,569,900

Revenue per Year 2024-2025: $2,743,658 *Note: These are paid to the BOCC*

Increase or Decrease from Previous Year(s): See contract addendums for details

Change in content? ☒ **Yes** ☐ **No, there is no change in content**

If there is any change in content, cost or revenue from previous contract, provide analysis/explanation below.

Purpose: Provide SRO coverage at all public schools, one float deputy, one float corporal, two sergeants, and one lieutenant

Analysis (include budget impact, reason for changes): Updated in this contract is the added lieutenant position. In addition, the contract is for three (3) years, to include annual wage increases and updated percentage of the salary for the lieutenant position.

Authorized Signatory: ☒ Sheriff ☐ Sheriff's Designee ☒ Other HCSO Counsel

Purchase/Check Request attached? ☐ YES ☐ NO When approved, route to: _____

OUTSIDE ENTITY:

Entity: Hernando County School Board Point of Contact Name/Title: Jill Renihan

Best Contact (e-mail/phone/mail): 352-584-0833

Bureau Point of Contact:

Entered in MUNIS ✓ 5/27/22 TM Info entered on Spreadsheet Yes TM

Delivered to Tammy Royal ✓ 5/27/22 TM Signed copy sent to outside entity _____

Expiration date noted Yes

NOTE: For Grant applications, please use the GRANT REQUEST form

SCHOOL RESOURCE OFFICER AGREEMENT

This agreement made and entered into by and between the **School Board of Hernando County, Florida,** (herein referred to as the School Board) and the **Hernando County Sheriff's Office,** (herein referred to as the Sheriff's Office). The School Board and Sheriff's Office may collectively be referred to as the "Parties" from time to time in the agreement.

WHEREAS this agreement is to continue the School Resource Officer (SRO) Program in Hernando County Schools; and

WHEREAS the School Board and Sheriff's Office recognize the potential outstanding benefits associated with School Resource Officer ("SRO") program to the citizens of Hernando County, Florida and particularly to the students of the public school system of Hernando County, Florida; and

WHEREAS the School Board and Sheriff's Office desire to provide law enforcement services to the public schools of Hernando County, Florida, as provided for herein; and

WHEREAS the School Board and Sheriff's Office recognize that under this agreement, the parties are seeking to describe the general expectation for the level of service contemplated by this agreement, that a SRO will be on site at the identified schools during hours and/or that students are present at the school. In the event that staffing or personnel needs of the Sheriff's office materially reduce this level of service, the parties agree to negotiate a mechanism for adjustments. **WHEREAS** the School Board and Sheriff's Office recognize the benefits of a long-term agreement, relationship and collaborative efforts in providing trained deputy sheriffs to carry out the aims of this agreement.

WHEREAS the School Board and Sheriff's Office in signing this agreement and related exhibits or addendums covenant to bargain in good faith to maintain this contractual relationship and agree to continue to do so in the course of their dealings.

NOW, THEREFORE, the parties, intending to be legally bound to the terms of this agreement, stipulate and agree as follows:

ARTICLE I
RECITALS

Each of the recitals set forth above are true and accurate in all material respects, and are adopted and incorporated herein, in these words.

ARTICLE II
APPOINTMENT AND DUTIES OF THE SRO

SRO Assignment. The Sheriff's Office will provide one regularly employed assigned deputy sheriff having the State of Florida basic SRO certification to serve as the School Resource Officer (SRO) at each school listed in **Exhibit A.** If the regularly assigned deputy does not have the aforementioned SRO certification upon commencement of this agreement, the Sheriff's Office will ensure that each regularly assigned deputy sheriff will use all reasonable efforts to attain SRO certification within 12 months of the commencement of this agreement.

Relief Factor. Two float SROs, in addition to individual school-assigned SROs as evidenced in Exhibit A, shall also be provided, subject to the same terms and conditions outlined herein, to act as relief should an SRO require leave from their assigned post. The positions, when possible, shall be staffed with senior SROs that shall be available to move among campuses, if not needed for relief, in an effort to mentor, interact with students and staff, or respond to schools if additional SRO presence is needed for any emergencies.

Exhibit A may be amended from time to time at the mutual consent of the parties to reflect necessary changes to Exhibit A; however, any such amendments must be in writing and signed by the parties or their respective designees. (For the purposes of this provision, the School Board authorizes the Superintendent to act as its designee.) Such amendments will be deemed an amendment to the Agreement when signed by both parties. Such amendment will not change any other term or condition of the Agreement.

Hours. Regular duty hours of School Resource Officer: Each SRO will be assigned to his/her school on a full-time basis of eight hours on those days that school is in session. The SRO may be temporarily reassigned during periods of an emergency upon mutual consent of the parties. The SRO will also participate in any pre-school or post-school activity that is appropriate and agreed upon by both parties. The parties agree that to the greatest extent possible all training and annual leave for assigned SRO officers will not be scheduled when school is in session. If SRO works more than 85 hours in a two-week pay period, due to late afternoon arrival of district transportation vehicles, he/she will be paid by the District at the additional duty rate of pay in hour increments for the number of whole and partial hours in quarter-hour increments beyond 85 hours. All requests for such additional pay will be presented to the Office of Safe Schools by the Sheriff or designee. Requests for such additional pay will be submitted during the two-week pay cycle which immediately follows the HCSO pay period in which the hours were accumulated.

Duties of the School Resource Officer. The duties of the SRO shall be as set forth herein and as specified in Section 1006.12 Florida Statutes. Any modifications to the duties of the SRO will be in writing after discussion between the Superintendent of the School Board, the Sheriff, or their respective designees.

The School Resource Officer shall:

1. Act as a resource in the area of law enforcement education at the request of the principal.

2. Advise faculty and staff concerning community agencies that offer assistance to youth and their families such as mental health clinics, drug treatment centers, Juvenile Justice, etc.

3. Conduct criminal investigations of violation of law on School Board property where the SRO is assigned.

4. Advise the principal of any law enforcement activity occurring at the school prior to implementation when it is possible to do so without interfering with an ongoing investigation.

5. Make arrests and referrals of criminal law violators when appropriate. The principal will be made aware of any arrest, as it relates to the school.

6. Appear at State Attorney's Office investigations, depositions, trials and sentencing.

7. Provide counseling to students at the request of the Principal or designee.

8. Assist School Board in recovering School Board property in cooperation with other police agencies.

9. Wear the official SRO uniform at all times on school property. School resource officers will be armed in compliance with Sheriff's Office policies and procedures.

10. Perform such other duties as directed by the Sheriff's Office consistent with the SRO Program, State and Federal law, and the policies and procedures of the Hernando County Sheriff's Office and the Hernando County School Board.

11. Respond to campus situations that pose a threat to the immediate physical safety of school staff or students and/or the destruction of property. The SRO will be a part of a threat assessment team pursuant to Section 1006.07(7), F.S., and as otherwise required/provided by law.

12. Assist the principal in developing plans, strategies, and training for staff and students to prevent and/or minimize dangerous situations.

13. Provide coverage for school wide events (e.g., open house, back to school nights, etc.). Extracurricular events during non-school session hours (e.g., sporting events, fine arts performances, etc.) shall be compensated according to off-duty pay schedule.

14. Provide summer coverage for not more than five (5) sites throughout the district according to the summer schedule - not to exceed 8 weeks, Monday through Thursday, maximum of 8 hours per day.

15 Adhere to any other Florida Administrative Rules required.

The Sheriff or Designee shall:

1. Provide to the Hernando County School District School Safety Specialist, as soon as practicable, information regarding the circumstances of disciplinary investigation and/or termination of any SRO so that the School Safety Specialist can report the information to Florida Department of Education Office of Safe Schools as required by law.
2. Cooperate with the School District in support, utilization and training of District-employed Guardians.

Student Information. The School Board and the Sheriff agree, pursuant to 1002.221 (2)(c), to share certain student education records and information in order to further the crime and delinquency prevention programs contemplated by this Agreement. The School Board agrees to provide student demographic information, enrollment data, current schedule, attendance and summary discipline information through its online student information system program to each School Resource Officer for students at the school where the Officer is assigned.

ARTICLE III
POLICIES

The SROs shall be employees of the Sheriff's Office and shall be required to comply with all policies and General Directives of the Sheriff's Office. The SROs shall not be employees of the Board, but will comply with all School Board policies and procedures in all cases that do not conflict with law, Sheriff's Office policies, procedures or directives. In the event of any actual or perceived conflict, the individual will immediately bring the matter to the attention of his/her supervisor for resolution consistent with the terms of Article V of this agreement.

ARTICLE IV
PAYMENT AND PROVISION OF SRO

The Sheriff's Office will provide deputy sheriff staff in accordance with Exhibit A, which will be reviewed and/or updated annually to reflect changes to the school district makeup.

The School Board will come to an agreement with the Hernando County Board of County Commissioners as to an appropriate reimbursement of costs payable by the School Board, associated with the SRO program. The Board will directly disperse agreed upon funding to the Board of County Commissioners in accordance with the Board of County Commissioners regular accounts payable procedures. The Sheriff's Office will submit a budget request, each year, which includes all the necessary positions outlined in Exhibit A for each year of this agreement. Future amounts for years two, three, and four shall be paid quarterly and remitted to the Hernando County Board of County Commissioners in accordance with the Hernando Board of County Commissioners' regular accounts payable procedures pursuant to the Board of County Commissioners and Hernando County School Board reimbursement or contribution agreement for SRO services.

No pro-rations or refunds will be due when the SRO is absent from a school site for any leave authorized by the Sheriff's Office as a replacement deputy shall be provided, except as specifically provided herein in the Notice and Termination section of Article X.

For each two-week period in which a float position is vacant, the quarterly payment will be reduced by an amount commensurate with the average cost of the position.

ARTICLE V
RESOLUTION OF DISPUTES/QUESTIONS

The parties, their agents, and employees, will cooperate in good faith in fulfilling the terms of this agreement. Unforeseen difficulties or questions will be resolved by negotiation between the School Superintendent and the Sheriff' or their respective designees.

ARTICLE VI
TERM

The term of this Agreement shall commence effective as of July 1, 2022 and continue through June 30, 2025. The Superintendent or their designee(s) is expressly authorized and empowered by the School Board to negotiate an expansion of the SRO agreement for this term and future terms of this agreement. Any subsequent increase in the annual cost of this agreement will be negotiated and documented through separate addenda to this agreement. The Superintendent or designee shall have authority on behalf of the School board to sign any monetary modifications pursuant to the terms of this agreement for years two and three of this agreement.

ARTICLE VII
EMERGENCY RESPONSE

School personnel requests for law enforcement response to an emergency situation when an SRO is off-duty should be made by calling 911. Response to requests for emergency assistance may or may not include the assigned SRO.

ARTICLE VIII
MATERIALS AND FACILITIES

The School Board shall provide to the SRO assigned to each school the following materials and facilities:

1. A private office, which is air conditioned and properly lighted, with a telephone to be used for general business purposes.

2. A location for files and records that can be locked and secured.

3. A desk with drawers, a chair, filing cabinet, computer, computer access, and office supplies (i.e., paper, pencil, pens, etc.).

ARTICLE IX
PERFORMANCE REVIEW

The principal of each school, or designee, will complete an appraisal at least twice annually with the Sheriff's Office designee concerning the performance and services provided by the assigned SRO. Principal or designee will share appraisal with School Safety Specialist upon completion. School Safety Specialist will share appraisals with Sheriff's designee twice annually.

ARTICLE X
GENERAL

Authority. Nothing contained herein shall be construed to modify Section 1001.33, F.S. and the schools shall remain under the control of the principals, who under Section 1012.28, F.S., is responsible for supervision and management of school and property. The SRO may take whatever steps the SRO deems appropriate in the event of criminal activity pursuant to normal law enforcement procedures. The SRO shall not be unlawfully impeded while in the performance of statutory duties or while in the investigation or prevention of crime.

Sovereign Immunity. Neither Party waives sovereign immunity by entering into this agreement and fully retains all immunities and defenses provided by law with respect to any claim or action based on or occurring as a result of this agreement. Nothing in this Agreement shall be construed in any way to waive rights or defenses of the Sheriff's Office and the School Board under Section 768.28, F.S., as it now exists or as it may be amended from time to time. Each Party shall be and act as independent contractors, and under no circumstances shall this Agreement be construed as one of agency, partnership or joint venture of employment between the Parties. Each Party shall be solely responsible for the conduct of its employees and agents in connection with their performance of obligations hereunder.

Public Records Requirements. The parties acknowledge that this agreement and any files, papers, materials, publications, presentations, electronic material, computer discs or information stored in any other data storage medium (hereafter "Documents") produced or developed during the performance of this agreement may be subject to the Public Records Act unless exempt under the Act or other controlling law, including but not limited to Section 1002.22 F.S., and 20 U.S.C. s. 1232g (FERPA) Notwithstanding any provision to the contrary within this Agreement and except only with regard to educational records to which it was granted access by another source, Sheriff shall fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, F.S.; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99); and any other state or federal law or regulation regarding their use and the confidentiality of student information and records. The parties agree that there shall be no redisclosure of such information unless authorized by law or consented to by an eligible student or the student's parent/guardian.

The School Board must contact the Hernando Sheriff's Office Public Records Custodian with any questions regarding School Board's duties to provide public records of the Hernando Sheriff's Office relating to this contract. The Hernando Sheriff's Office Public Records Custodian contact information for this contract is:

Lana Erickson
Records Custodian
Alvin D. Neinhuis, Sheriff
18900 Cortez Blvd,
Brooksville, FL 34601

The Sheriff's Office must contact the Hernando County School Board Records Custodian with any questions regarding the Sheriff's Office's Duties to provide public records of the School Board related to this contract. The School Board's Public Record Custodian contact information for this contract is:

Karen Jordan
Public Information Officer
919 North Broad Street
Brooksville, FL 34601

Funding. Notwithstanding anything contained in the agreement to the contrary, this agreement is subject to funding availability and may be terminated if funding becomes unavailable. Each party shall make all reasonable efforts to provide adequate and reasonable advance written notice should to the extent a funding shortage becomes or is foreseeable.

Notice and Termination. The parties agree that this agreement may be terminated by either party upon one hundred, eighty (180) days advance written notice to the other party. Written notice shall be made via United States Certified Mail Return Receipt (green card, not electronic). In the event of such termination, services due under this agreement shall be provided, and all funds due for such services shall be paid through the effective date of termination. Notices shall be provided as follows:

In case of the Sheriff, to:

Hernando County Sheriff's Office:
Alvin D. Neinhuis, II, Sheriff
18900 Cortez Blvd,
Brooksville, FL 34601

In case of the School Board, to:

Hernando County School Board:
John Stratton, Superintendent
919 North Broad Street
Brooksville, FL 34601

With Copy to:
Dennis J. Alfonso, Esquire
McClain, Alfonso, P.A.
37908 Church Street
Dade City, FL 33526-0004

Non-Assignment. This agreement, and each and every covenant herein, shall not be capable of assignment by any of the parties hereto, unless the express written consent of the School Board the Sheriff's Office is obtained.

Governing Law. All questions, issues or disputes arising out of or under this agreement, shall be governed by the laws of the State of Florida and the venue of any litigation shall be Hernando County, Florida.

General. The invalidity of any provision of this agreement or any covenant herein contained on the part of any party shall not affect the validity of any other provision or covenant hereof or herein contained which shall remain in full force and effect. Paragraph headings are provided as an organizational convenience and are not meant to be construed as material provisions of this agreement. Whenever possible, each provision and term of this agreement will be interpreted in a manner to be effective and valid but if any provision or term of this agreement is held to be prohibited or invalid, then such provision or term will be ineffective only to the extent of such prohibition or invalidity, without invalidating or affecting in any manner whatsoever the remainder of such provision or term or the remaining provisions or terms of the agreement. If any action is commenced to construe or enforce the agreement or the rights and duties created hereunder, then the party prevailing in that action shall be entitled to recover its costs and fees incurred in enforcing any judgement entered herein. All disputes arising out of or in connection with the agreement shall be attempted to be settled through good-faith negotiation between the parties, followed, if necessary, within thirty (30) days by professionally-assisted mediation. Any mediator so designated must be acceptable to each party. The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the dispute. The mediation will be treated as a settlement discussion and therefore will be confidential. The mediator may not testify for either party in any later proceeding relating to the dispute. No recording or transcript shall be made of the mediation proceedings. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Failing resolution through negotiation or mediation, either party may file an action in a court of competent jurisdiction or other appropriate remedy available in law or equity.

HERNANDO COUNTY
SHERIFF'S OFFICE

SIGNED BY: _____
ALVIN D. NIENHUIS, II
SHERIFF, HERNANDO COUNTY

DATE: 6/30/22

SCHOOL BOARD OF
HERNANDO COUNTY, FLORIDA

SIGNED BY: _____
GUS GUADANINO
SCHOOL BOARD CHAIR

DATE: 5/24/22

Approved as to Form
Nancy McClain Affonso
General Counsel, HCSB

Approved as to form and legality,
subject to execution.
SIGNED

BY: _____
MIKE PEACOCK
COUNSEL TO HERNANDO COUNTY
SHERIFF'S OFFICE

Approved as to form and legality,
subject to execution.
SIGNED

BY: _____
DENNIS J. ALFONSO, ESQ.
GENERAL COUNSEL TO SCHOOL BOARD

EXHIBIT A

School Resource Officer Assignments

- Two (2) SRO sergeants
- One Lieutenant*
- One (1) Float Deputy
- One (1) Corporal Float

One School Resource Officer assigned to each school listed below.

- Central High School
- Hernando High School
- Nature Coast High School
- Springstead High School
- Delores S. Parrott Middle School
- Explorer K8
- Fox Chapel Middle School
- Powell Middle School
- Challenger K8
- West Hernando Middle School
- Endeavor Academy
- Winding Waters K-8
- Brooksville Elementary
- Chocachatti Elementary
- Deltona Elementary
- Eastside Elementary
- J.D. Floyd Elementary
- Moton Elementary
- Pine Grove Elementary
- Spring Hill Elementary
- Suncoast Elementary
- Westside Elementary
- Weeki Wachee High School

The annual payment for schools funded by the Hernando County School Board from July 1, 2022 through June 30, 2023 of this Agreement shall be an amount not to exceed $2,406,469 (see Addendum A, and B for years Two and Three of the agreement) which sum shall be payable as invoiced by the Hernando County Commission, quarterly at the end of quarters 1-3 and midway through quarter 4 for the final quarter of each year.

*Lieutenant's salary and benefits to be paid by the Hernando County School District at 50% for Year One, 75% for Year Two and 100% for Year Three of this agreement.

HERNANDO COUNTY SHERIFF'S OFFICE

Initialed by: _____

DATE: 6/30/22

SCHOOL BOARD OF HERNANDO COUNTY, FLORIDA

Initialed by: _____

DATE: 5/24/22

Approved as to Form

Nancy McClain Alfonso

General Counsel, HCSB

Addendum A

July 1, 2023– June 30, 2024

A sum not to exceed $2,569,900 which represents a five (5) percent increase in the total cost of the contract for SRO coverage (plus seventy-five percent (75%) of the assigned lieutenant's salary plus benefits) of Hernando County School District Schools shall be payable as invoiced by the Hernando County Commission, quarterly at the end of quarters 1-3 and midway through quarter 4 for the final quarter of the year.

HERNANDO COUNTY SHERIFF'S OFFICE

Initialed by: _____

DATE: 6/30/22

HERNANDO COUNTY SCHOOL BOARD

Initialed by: _____

DATE: 5/24/22

Approved as to Form

Nancy McClain Alfonso

General Counsel, HCSB

Addendum B

July 1, 2024 – June 30, 2025

A sum of $2,743,658 which represents a five (5) percent increase in the total cost of the contract for SRO (plus one hundred percent (100%) of the assigned lieutenant's salary plus benefits) coverage of Hernando County School District Schools shall be payable as invoiced by the Hernando County Commission, quarterly at the end of quarters 1-3 and midway through quarter 4 for the final quarter of the year.

HERNANDO COUNTY SHERIFF'S OFFICE

Initialed by: _____

DATE: 6/30/22

HERNANDO COUNTY SCHOOL BOARD

Initialed by: _____

DATE: 5/24/22

Approved as to Form

Nancy McClain Alfonso

General Counsel, HCSB

Addendum C

October 1, 2024- June 30, 2025

The addendum represents the addition of one (1) deputy to serve under the School Resource (SRO) Unit in a float/roaming capacity. A canine (K-9) primarily utilized to search for illegal items to include firearms, and firearm ammunition will be assigned to this deputy, effectively making the K-9 deputy within the SRO Unit.

Selection. Selection of the one (1) K-9 deputy chosen to fill this position will be selected by HCSO K-9 and SRO supervision based on a variety of factors. These factors include: participation in a Hernando County Sheriff's Office oral interview (agency standard); participation in an obstacle course as determined and monitored by the K-9 Unit members and/or SRO supervision; and through a review of the deputies' personnel file and past work performance. Prior to the commencement of the review process, the Director of Safe Schools or his/her designee will be notified of the dates/times of the interviews and the identities of the applicants. The Director of Safe Schools or his/her designee will be afforded the opportunity to participate in all phases of the review process to include: active participation in the oral interview(s), attendance during the obstacle course evaluation(s), and the ability to consult with SRO supervision on the review of the applicant's personnel file and review of past work performance. Selection of the deputy assigned to this role will also be in accordance with current HCSO policy regarding K-9 deputies. The chosen deputy must have a minimum of two years law enforcement experience, must be in good physical condition, must be capable of housing their assigned K-9 at their home residence, and must give at least a four (4) year commitment to the position. Exceptions to the above commitment will include promotion, termination, disciplinary action, or a health issue preventing the chosen individual from performing necessary tasks.

Training. The initial training of the K-9 deputy and the K-9 partner, will be conducted in accordance with standards set forth by the Florida Department of Law Enforcement (FDLE) and established HCSO policy and procedures for the K-9 Unit. Prior to the deployment of official K-9 specific law enforcement functions, the K-9 and assigned handler (chosen deputy) will be trained and certified in areas such as obedience and scent detection by FDLE certified instructors. After initial training, the handler and K-9 will also obtain certification from the United States Police Canine Association (USPCA). Continuous training throughout the career of the K-9 is essential to the stability and development of the acquired skills of the K-9, and their assigned handler. The assigned handler and their K-9 will train along with the K-9 Unit; in doing so, they shall attend at least one (1) dedicated training session per month in compliance with FDLE and HCSO policies and procedures. This training is essential in order for the deputy and K-9 to maintain and further develop their trained abilities. The K-9 or SRO Unit supervisors have the discretion to require additional training dates throughout the month for the handler and/or the K-9. SRO supervision will notify the Director of Safe Schools or his/her designee when the deputy and their assigned K-9 will be unavailable for service due to scheduled training. The HCSO will record and maintain training and deployment records of the handler and K-9. Upon request, the Director of Safe Schools or his/her designee will be provided with various statistical and training records of these specific handler and K-9, within a reasonable amount of time.

Scheduling. The daily schedule of this K-9 deputy will be similar to that of a "float deputy", in that they will have the ability to respond to any Hernando County school or related facility during their shift. In order to proactively respond to various schools within the Hernando County School District, the K-9 deputy will maintain a flexible work schedule. Due to their specialized training, the K-9 deputy shall not be utilized to provide coverage in lieu of the assigned SRO at a school, unless exigent circumstances exist. If such circumstances do arise, approval from the SRO lieutenant or his/her designee shall be required prior to the arrival of this decision. Prior to utilizing K-9 deputy for this purpose, SRO supervision must first make every effort to provide SRO coverage to a school either by utilizing float deputies, or deputies from other entities within HCSO. If the decision is made to utilize the K-9 deputy to provide coverage in lieu of the assigned SRO, the Director of Safe Schools or his/her designee will be notified. In the event that there is a request to utilize the K-9 deputy and assigned K-9 (whether requested by another entity within the HCSO, or from an outside law enforcement agency), the decision to allow the deputy and K-9 to respond to this request will rest with the SRO lieutenant or his/her designee. The SRO lieutenant or his/her designee will evaluate the details surrounding the request and shall only allow the deputy and K-9 to respond if exigent circumstances are present, or if it is determined that there are limited options for a successful outcome available at the time of the event. In the event such request is granted, the Director of Safe Schools or his/her designee will be notified. During the summer months and during times when regular school is not in session, the assigned deputy and K-9 will be utilized for school related functions and can be called upon to perform regular patrol duties only if there are no major school related functions occurring during their tour of duty that day. Determination of the scheduling of the SRO deputy and assigned K-9 during the summer months when regular school is not in session, will be made collaboratively with SRO Unit supervision and the Director of Safe Schools or his/her designee. SRO supervision shall make an effort to have the K-9 deputy and their assigned K-9 available for after school related events that tend to draw large crowds, which include but are not limited to: sporting events, graduations, and school assemblies. Prior to the event, SRO supervision and the Director of Safe Schools or his/her designee may discuss whether it is necessary to utilize the K-9 deputy and their assigned K-9 for these events. In the event that SRO supervision determines that the response of the handler and K-9 is necessary prior to consultation with the Director of Safe Schools or his/her designee, they will be added to the list of already working personnel for the scheduled event.

Costs. The HCSO agrees to pay for capital costs (items over $5,000 in value) which include assigned law enforcement vehicle along with the mechanisms that support the housing and transportation of the K-9 in said vehicle, as well as other capital costs that the HCSO currently funds as part of the existing contract. The Hernando County School District (HCSD) agrees to fund 73% of the costs which equates to $91,416 (9 months). The HCSO agrees to fund the remaining balance of operating costs. The HCSO agrees to fund up to $25,000 of the startup costs for the deputy and their assigned K-9 for year one (10/01/2024 to 6/30/2025).

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source: Millage - Safety

Account Name: Millage | Professional and Technical SVC | Office of Safe Schools | Voted Millage Safety | Safe Schools

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project
1120	7900	3100	9551	00106	70040

Amount $ 91,416.00

Funding Source _____

Account Name _____

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ◉

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 23. 25-2470 9/24/2024

Title and Board Action Requested
Approve the Closeout/Final Acceptance to the contract with The AD Morgan Corporation for HVAC Replacement at Fox Chapel Middle School and authorize final payment in the amount of $202,068.79.

Executive Summary
The Director of Facilities & Construction, on behalf of the Superintendent of Schools, hereby requests the Board Approve the Closeout/Final Acceptance to the contract with The AD Morgan Corporation for HVAC Replacement at Fox Chapel Middle School and authorize final payment in the amount of $202,068.79.

The original contract sum was $2,773,645.78, of which $2,571,576.99 has been paid to date, leaving a balance of $202,068.79. The final payment due to the Contractor, therefore, is $202,068.79.

My Contact
Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area
Priority 3: Safe and Healthy Learning Environment

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Design Professional: Return completed form to: Hernando County School District Facilities Operations Department	**CERTIFICATE OF COMPLETION**	HERNANDO SCHOOL DISTRICT

Facility Name: Fox Chapel Middle School ☑ School ☐ Other Facility)

Project Description / Phase: HVAC Evaluation & Upgrade - Phase 1 Permit No 3612200000

In accordance with Section 111.6 of the Florida Building Code, and as indicated below by the Building Code Official and Fire/Safety Official, the project is hereby certified to be complete.

SECTION A: (ARCHITECT / ENGINEER)

I have inspected the project and, in my considered professional opinion, the work required by the Construction Contract has been completed in accordance with approved Contract Documents, Florida Statutes, and the Florida Building Code.

Signature/Seal: _____ Date: 07/17/2024

Firm Name: OCI Associates

Address: 600 S Orlando Ave Suite 100 (Street) Maitland (City) Florida (State) 32751 (Zip)

1. TYPE OF PROJECT:
☐New Facility ☐Addition
☐Remodeling ■Renovation
☐ Other_____

2. COMPLETED FACILITY SPACE CHART HAS BEEN FILED WITH THE DISTRICT:
☐ Yes ☐ No ■ N/A If "No", explain:_____

3. OCCUPANCY DATE: 07/19/2024

4. COMPLETION DATE: 07/19/2024
(enter the date that all contractual work, including close out requirements are complete)

SECTION B: ☐ BUILDING OFFICIAL ☐ OTHER (specify Certification: _____):

I have inspected the project and, in my considered opinion, the work is in compliance with applicable statutes, rules and codes.

Name (type/print) Otto J Letzelter License # BU1294 Expiration Date 11/2025

Signature: Otto J Letzelter Digitally signed by Otto J Letzelter Date: 2024.07.18 13:58:14 -04'00' Date: 07.18.2024

(☒Building Official ☐ Certified Inspector)

SECTION C: ☐ FIRE / SAFETY OFFICIAL ☐ OTHER (specify Certification: _____):

I have inspected the project and, in my considered opinion, the work is in compliance with applicable statutes, rules and codes.

Name (type/print) William L Hall License # 143319 Expiration Date 12/26

Signature: William L Hall Date: 7-19-24

(Fire / Safety Inspector)

SECTION D: OWNER ACCEPTANCE

Upon the recommendation and Certification of the Design Professional in Section A above, and in accordance with Chapter 1013, F.S., the above referenced project is ACCEPTED by the Owner.

Name (type or print): Desmond Mayer

Signature of Designee: _____ Date: 7-19-24

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Change Order

PROJECT: *(Name and address)* Fox Chapel Middle School 9412 Fox Chapel Lane, Springhill FL 34606	**CONTRACT INFORMATION:** Contract For: General Construction Date: 08/27/24	**CHANGE ORDER INFORMATION:** Change Order Number: 001.1 Date: 08/27/24
OWNER: *(Name and address)* School District of Hernando County of Florida 8016 Mobley Road, Brooksville, FL 34601	**ARCHITECT:** *(Name and address)* OCI Associates, Inc. 600 Orlando Avenue Suite 100, Matiland, FL 32751	**CONTRACTOR:** *(Name and address)* The AD Morgan Corporation 716 N. Renellie Drive, Tampa FL 33609

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
Final reconciliation change order for Phase 1 per our GMP Contract. See Substantial Completion Summary of 189 days.
Total value is ($0.00)

The original Contract Sum was	$	2,773,645.78
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	2,773,645.78
The Contract Sum will be decreased by this Change Order in the amount of	$	0.00
The new Contract Sum including this Change Order will be	$	2,773,645.78

The Contract Time will be increased by One hundred eighty nine (189) days.
The new date of Substantial Completion will be 03/07/24

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

OCI Associates, Inc. **ARCHITECT** *(Firm name)*	The A.D. Morgan Corporation **CONTRACTOR** *(Firm name)*	School District of Hernando County **OWNER** *(Firm name)*
DocuSigned by: Jason Diehl **SIGNATURE**	DocuSigned by: John Kalaf **SIGNATURE**	Signed by: Desmond Maner **SIGNATURE**
Jason Diehl **PRINTED NAME AND TITLE**	John Kalaf **PRINTED NAME AND TITLE**	Desmond Maner **PRINTED NAME AND TITLE**
9/4/2024 | 8:27 AM EDT **DATE**	9/4/2024 | 9:53 AM EDT **DATE**	9/4/2024 | 3:59 PM EDT **DATE**

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User Notes:
(3B9ADA4B)

A.D. MORGAN

General Contractors
Construction Managers

WE DO MORE

TAMPA
Corporate Headquarters
716 N. Renellie Drive
Tampa, Florida 33609
PH: 813 ● 832 ● 3033
FAX: 813 ● 831 ● 9860

BRADENTON
2411-B Manatee Ave W.
Bradenton, Florida 34205
PH: 941 ● 747 ● 3001
FAX: 941 ● 747 ● 3015

LAKELAND
1953 E. Edgewood Drive
Lakeland, Florida 33803
PH: 863 ● 450 ● 4840
FAX: 863 ● 450 ● 4697

License # CGC044502
www.admorgan.com

August 30th, 2024

Hernando County School District
8016 Mobley Rd
Brooksville, FL 34601
Desmond Maner
Facilities Construction Project Manager

RE: Hernando County School District
Fox Chapel Middles School HVAC Project
Contractor Substantial Completion Time Extension

Dear Mr. Maner:

Per our Notice to Proceed date of 06/01/23, the following items are a list of critical issues that push our original substantial completion date for the project. Here's the list below:

1. Trane Equipment delivery schedule dated 08.31.23 pushed some of the RTU units' deliveries for buildings 3, 5, 7 Roof top units and Condensing Unit for Building 9 CU-9.

2. Building #1 through 9 - All Roof Top Units (RTU's) removal and installation of new equipment for new ABC control system. Resolution to Control System with the following option:
A. Replacing the Wi-Fi BACnet card from new RTU's to a hard wire BACnet to match the approved Control Network to function properly per contract document.
B. Upgrade the current Control Network to meet Trane Control specifications.

3. Building #2 - All Roof Top Units (RTU's) for building# 2 roof curb were fabricated with wrong orientation. Trane had to fabricate new curb adapters for building 2 RTU units.

4. Building #10 - Upgrading control system to match existing TRANE controls for Air Handling Unit (AHU) and Condensing Unit (CU) for building #10 with the following option:
a. Furnish and install KMC control at each VAV in building #10 per RFI#7.
b. Adding a new KMC controller at AHU-10 for controls to interface with existing Trane Control for Building #10.
c. Repairing all ductwork leaks in the hallway of Building 10.

5. Building 9 AHU was pushed until winter break due to school recommendation to replace AHU during winter break.

6. RTU Fire Alarm Shutdown Relay for all Buildings except for building 6 and missing Duct Detectors in areas necessary to meet Fire code compliance per Fire inspector.

The results of these critical items and/or changes above, extended our substantial completion date until March 07th 2024 for a total of one hundred eighty-nine calendar days (189) from original substantial completion of August 31st 2023.

Sincerely,
The A.D. Morgan Corporation

Rudy Celestin
Construction Manager

CC: John Kalaf, VP of Operations
` Jeremy Warner, Director of Pre Construction

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER/CLIENT:
School District of Hernando County Florida
8016 Mobley Road Brooksville, Florida 34601 United States

PROJECT:
Hernando County Schools - Fox Chapel Middle School
9412 Fox Chapel Lane
Springhill , Florida 34606

APPLICATION NO: 15
INVOICE NO: 15
PERIOD: 07/01/24 - 07/31/24
PROJECT NOs: P2022-017

DISTRIBUTION TO:

FROM CONTRACTOR:
The AD Morgan Corporation
716 N. Renellie Dr. Tampa, Florida 33609 United States

VIA ARCHITECT/ENGINEER:
Jason Diehl (OCI Associates, Inc.)
600 Orlando Avenue Suite 100 Matiland, Florida 32751
United States

CONTRACT DATE:

CONTRACT FOR: Fox Chapel Middle School HVAC Replacement - PO 361230011

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

1.	Original Contract Sum		$2,773,645.78
2.	Net change by change orders		$0.00
3.	Contract sum to date (line 1 ± 2)		$2,773,645.78
4.	Total completed and stored to date (Column G on detail sheet)		$2,773,645.78
5.	Retainage:		
	a. 0.00% of completed work	$0.00	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$0.00
6.	Total earned less retainage (Line 4 less Line 5 Total)		$2,773,645.78
7.	Less previous certificates for payment (Line 6 from prior certificate)		$2,571,576.99
8.	Current payment due		$202,068.79
9.	Balance to finish, including retainage (Line 3 less Line 6)		$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$897,861.20	($897,861.20)
Total approved this Month:	$141,222.56	($141,222.56)
Totals:	$1,039,083.76	($1,039,083.76)
Net changes by change order:	$0.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: The AD Morgan Corporation

By: _____ Date: 08.27.24

State of: Florida

County of: Hillsborough

Subscribed and sworn to before me this 27th day of August, 2024

Notary Public: Cynthia Jane Vanhaerents

My commission expires:

Notary Public State of Florida
Cynthia Jane Vanhaerents
My Commission
HH 268584
Exp. 5/26/2026

ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: $202,068.79

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ENGINEER: OCI Associates

By: Jason Smith _____ Date: 2024-08-27

This certificate is not negotiable. The amount certified is payable only to the contract named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

JASON L. SMITH LICENSE NO. 57743 STATE OF FLORIDA PROFESSIONAL ENGINEER

2024.08.27 08:44:27-04'00'

This item has been digitally signed and sealed by Jason Smith, PE on the date adjacent to the seal.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Printed at: 8/26/24, 11:03:43 PM EDT

A	B	C			D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Approved Changes	Revised Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored to Date (D + E + F)	% (G/C)	Balance to Finish (C-G)	Retainage
					From Previous (D+E)	This Period					
00 - General Conditions (Labor)		$263,810.00	$88,421.75	$352,231.75	$347,031.75	$5,200.00	$0.00	$352,231.75	100.00%	$0.00	$0.00
01 - General Requirements		$309,475.58	($146,711.11)	$162,764.47	$161,995.73	$768.74	$0.00	$162,764.47	100.00%	$0.00	$0.00
03 - Concrete		$18,000.00	$1,674.00	$19,674.00	$7,500.00	$12,174.00	$0.00	$19,674.00	100.00%	$0.00	$0.00
07 - Thermal & Moisture Protection		$84,000.00	($48,807.79)	$35,192.21	$33,449.34	$1,742.87	$0.00	$35,192.21	100.00%	$0.00	$0.00
09 - Finishes		$20,000.00	($20,000.00)	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
23 - Heating, Ventilating, and Air Conditioning (HVAC)		$1,200,542.04	$395,456.80	$1,595,998.84	$1,532,422.84	$63,576.00	$0.00	$1,595,998.84	100.00%	$0.00	$0.00
26 - Electrical		$344,689.71	$35,067.76	$379,757.47	$379,757.47	$0.00	$0.00	$379,757.47	100.00%	$0.00	$0.00
32 - Exterior Improvements		$12,500.00	$1,090.00	$13,590.00	$13,590.00	$0.00	$0.00	$13,590.00	100.00%	$0.00	$0.00
70 - Bond & Insurance		$65,576.61	$0.00	$65,576.61	$65,576.61	$0.00	$0.00	$65,576.61	100.00%	$0.00	$0.00
80 - Contingency		$320,242.72	($319,981.77)	$260.95	$0.00	$260.95	$0.00	$260.95	100.00%	$0.00	$0.00
90 - Fee		$134,809.12	$13,790.36	$148,599.48	$147,509.00	$1,090.48	$0.00	$148,599.48	100.00%	$0.00	$0.00
91 - Pre-Construction		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	100.00%	$0.00	$0.00
	Grand Total:	$2,773,645.78	$0.00	$2,773,645.78	$2,688,832.74	$84,813.04	$0.00	$2,773,645.78	100.00%	$0.00	$0.00

WAIVER AND RELEASE OF LIEN
FINAL PAYMENT

The undersigned lienor, in consideration of the final payment in the amount of $202,068.79, hereby waives and releases its lien and right to claim of lien for labor, services or materials to the School District of Hernando County, Florida on the job of the Hernando County Schools, to the following described property:

Fox Chapel Middle School Phase 1
9412 Fox Chapel Lane
Springhill, FL 34606

This lien waiver is contingent upon the receipt of a check in the amount of $202,068.79 and upon clearance of the aforementioned.

Dated: 8/26/24

Lienors Name: The A.D. Morgan Corporation

Address: 716 N. Renellie Dr.

Tampa, FL 33609

By: _____

Printed Name: Richard Pena

The foregoing instrument was acknowledged before me this 26th of August, 2024, by Richard Pena, VP Accounting who is personally known to me or who has produced _____ as identification and who did take an oath.

Cynthia Jane Vanhaerents
NOTARY PUBLIC, STATE OF Florida

My Commission Expires: _____

Notary Public State of Florida
Cynthia Jane Vanhaerents
My Commission
HH 268584
Exp. 5/26/2026

Note: This is a statutory form prescribed by section 713.20, Florida Statutes (1996) Effective October 1,1996, a person may not require a lienor to furnish a waiver or release of lien that is different from the statutory form.

A.D. MORGAN
General Contractors
Construction Managers

WE DO MORE

TAMPA
Corporate Headquarters
716 N. Renellie Drive
Tampa, Florida 33609
PH: 813 • 832 • 3033
FAX: 813 • 831 • 9860

BRADENTON
2411-B Manatee Ave W.
Bradenton, Florida 34205
PH: 941 • 747 • 3001
FAX: 941 • 747 • 3015

LAKELAND
1953 E. Edgewood Drive
Lakeland, Florida 33803
PH: 863 • 450 • 4840
FAX: 863 • 450 • 4697

License # CGC044502
www.admorgan.com

direct cost invoice

To: Hernando Public Schools

Project: P2022-017

ADM Job #: ADM P2022-017

Date: 07/31/2024

PR#: 15

CC

Direct Labor

Project Executive(s) - John Kalaf							
00-0110	Labor	hrs	at	$152.50	hr	$	-
Superintendent - Carlos Medina							
00-0102	Labor	hrs	at	$100.00	hr		
Project Manager - Rudy Celestin							
00-0112	Labor	hrs	at	$100.00	hr	$	-
Assistant Project Manager - Cody Rodski							
00-0111	Labor	hrs	at	$75.00	hr	$	-
Off-Site Project Accountant - Pena/Vanhaerents/Kitchen							
00-0132	Labor	hrs	at	$97.50	hr	$	-
ProjectAccountant - DE BAConators: Davis Bacon Consultant							
00-0132	Labor Invoice 0482					$	1,200.00

Total Due This Period: $ 1,200.00

DE BACONATORS
5043 71st Lane North
Saint Petersburg, FL 33709

INVOICE #0482
Fox Chapel Middle School

Date: 7/16/2024

To: A. D. Morgan

Re: Davis-Bacon Consulting

7/1/24-7/31/24

DBRA	Monthly Compliance Monitoring	$1,200.00
Total Invoice		$1,200.00

Hernando County Schools
Fox Chapel Middle School
A. D. Morgan Corporation #P2022-017

Cost Code	Description	Invoice Date	Invoice #	Owner Pay App	Previous Period	This Period	Owner Pay App Line Item Total
DIVISION 1 - General Requirements							
01-1353	Spectra Holdings	07/31/2024	P2022-017/3	15		$ 560.00	
01-1553	Field Print Badging	2/17/2023	7EJ31484A7188411D	15		$ 93.00	
01-1650	Verizon	6/26/2024	9967635619	15		$ 115.74	
					$ 162,417.48	**$ 768.74**	**$163,186.22**

TO CONTRACTOR:
The A.D. Morgan Corporation
716 Renellie Drive
Tampa, Florida 33609

FROM SUBCONTRACTOR:
Spectra Holdings Inc dba Spectra Contract Flooring
PO Box 95789
Chicago, Illinois 60694

SUBCONTRACT FOR: Final Cleaning

PROJECT:
Hernando County Schools - Fox Chapel Middle School
9412 Fox Chapel Lane
Springhill , Florida 34606

APPLICATION NO: 3
INVOICE NO: P2022-017/3
PERIOD: 07/01/24 - 07/31/24
PROJECT NO: P2022-017
CONTRACT NO: SCP2022 017.012
CONTRACT DATE:
CERTIFICATE DATE: 07/25/2024
SUBMITTED DATE:

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		$15,147.00
2.	Net change by change orders		$15,120.00
3.	Contract Sum to date (Line 1 ± 2)		$30,267.00
4.	Total completed and stored to date (Column G on detail sheet)		$30,267.00
5.	Retainage:		
	a. 5.00% of completed work	$1,513.35	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$1,513.35
6.	Total earned less retainage (Line 4 less Line 5 Total)		$28,753.65
7.	Less previous certificates for payment (Line 6 from prior certificate)		$28,221.65
8.	Current payment due:		$532.00
9.	Balance to finish, including retainage (Line 3 less Line 6)		$1,513.35

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$14,560.00	$0.00
Total approved this month:	$560.00	$0.00
Totals:	$15,120.00	$0.00
Net change by change orders:	$15,120.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Spectra Holdings Inc dba Spectra Contract Flooring

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3
APPLICATION DATE: 07/31/2024
PERIOD: 07/01/24 - 07/31/24

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	01.01-1353.S General Requirements.Final Clean-up.Subcontract	Building 2 One Time Final Clean includes Wiping furniture	$2,620.00	$2,620.00	$0.00	$0.00	$2,620.00	100.00%	$0.00	$131.00
2	01.01-1353.S General Requirements.Final Clean-up.Subcontract	Building 6 One Time Final Clean includes Wiping furniture	$8,500.00	$8,500.00	$0.00	$0.00	$8,500.00	100.00%	$0.00	$425.00
3	01.01-1353.S General Requirements.Final Clean-up.Subcontract	Building 9 One Time Final Clean includes Wiping furniture	$972.00	$972.00	$0.00	$0.00	$972.00	100.00%	$0.00	$48.60
4	01.01-1353.S General Requirements.Final Clean-up.Subcontract	Building 2 One Time Final Clean includes Wiping furniture	$3,055.00	$3,055.00	$0.00	$0.00	$3,055.00	100.00%	$0.00	$152.75
		TOTALS:	**$15,147.00**	**$15,147.00**	**$0.00**	**$0.00**	**$15,147.00**	**100.00%**	**$0.00**	**$757.35**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
5	**CCO # 001 CE #002.3 - Daily Clean up anf FInal Cleaning for the month of June 2024**								
5.1	**COR # 001 CE #002.3 - Daily Clean up anf FInal Cleaning for the month of June 2024**								
5.1.1	**PCO # 001 CE #002.3 - Daily Clean up anf FInal Cleaning for the month of June 2024**								
5.1.1.1	01.01-1350.L BM#13 Budget Extension for Daily Cleanup Week 6/10 - 6/14	$2,800.00	$2,800.00	$0.00	$0.00	$2,800.00	100.00%	$0.00	$140.00
5.1.1.2	01.01-1350.L BM#14 Budget Extension for Daily Cleanup Week 6/21	$4,480.00	$4,480.00	$0.00	$0.00	$4,480.00	100.00%	$0.00	$224.00
5.1.1.3	01.01-1353.S BM#15 Budget Extension for Daily Cleanup Week 7/5 (Final CleaningB1 and B5)	$7,280.00	$7,280.00	$0.00	$0.00	$7,280.00	100.00%	$0.00	$364.00
6	**CCO # 002 CE #002.3 - Daily Clean up for las day and move furniture 07/15/24**								
6.1	**COR # 002 CE #002.3 - Daily Clean up for las day and move furniture 07/15/24**								
6.1.1	**PCO # 002 CE #002.3 - Daily Clean up for las day and move furniture 07/15/24**								
6.1.1.1	01.01-1353.S BM#16 Budget Extension for Daily Cleanup Week 7/15 (Moving Furniture and Cleaning storage)	$560.00	$0.00	$560.00	$0.00	$560.00	100.00%	$0.00	$28.00
	TOTALS:	**$15,120.00**	**$14,560.00**	**$560.00**	**$0.00**	**$15,120.00**	**100.00%**	**$0.00**	**$756.00**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	$30,267.00	$29,707.00	$560.00	$0.00	$30,267.00	100.00%	$0.00	$1,513.35

fieldprint

You will find all needed information about your appointment here.

Notice

Your appointment is past due. Please email the Fieldprint Help Desk at customerservice@fieldprint.com or contact at 877-614-4364 for assistance.

Cody Lee Rodski Appointment Details (#15111288)

Date and Time:
Monday, February 20, 2023 2:00 PM

Location:
Fieldprint Site - The UPS Store #1409
7028 West Waters Avenue Twelve Oaks Plaza; next to Publix Tampa FL 33634-

QR Code Notice

Fieldprint uses a camera to scan the QR code and locate your unique appointment information. The camera does not save data or records.

Fatigue or body aches

- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Diarrhea, nausea or vomiting

This list does not include all possible COVID-19 symptoms. The CDC continues to update this list here.

In light of COVID-19, you may be asked to wear a protective face mask to complete your Fieldprint appointment for the protection of yourself as well as others. Please note that while mask ordinances vary by state, businesses retain the right to enforce masking policies at their own discretion. Please be prepared to wear a face mask, should this be a requirement to complete your appointment.

Payment

Payment Date	Transaction ID	Amount	Fee Type
February 17, 2023 4:54 PM	7EJ31484A7188411D	**$ 93.00**	Fieldprint Scheduling Fee - $ 18.00 Florida Scheduling Fee - $ 61.25 Florida Scheduling Fee - $ 13.75

What to Bring to Your Appointment?

- Please provide your appointment number to the technician at the time of your appointment. You may print this appointment confirmation page or bring with you via phone or email.
- For purposes of confirming identification for your appointment, You must present two forms of identification (one must be government issued and contain a photo). All documents must be unexpired.

If you do not bring two valid, unexpired, acceptable forms of ID, your appointment cannot be completed. The name provided for the appointment must match both forms of identification and the date of birth must be on the primary form of ID, and must match exactly.

Original Documents are required. Photocopies will not be accepted.

Identification required to complete your appointment

Primary ID

- State-Issued driver's license
- State-issued non-driver identity
- U.S. Passport / Passport Card
- Military Identification Card
- DOD Common Access Card
- Work Visa w/ photo

verizon business

PO BOX 489
NEWARK, NJ 07101–0489

Manage Your Account	Account Number	Date Due
b2b.verizonwireless.com	713227383–00002	07/26/24
Change your address at http://sso.verizonenterprise.com	Invoice Number	9967635619

Quick Bill Summary

May 27 – Jun 26

AD MORGAN CORP
716 N RENELLIE DR
TAMPA, FL 33609–1119

00227547
N203

Previous Balance *(see back for details)*	$559.92
Payment – Thank You	–$559.92
Balance Forward	**$.00**
Monthly Charges	$535.00
Usage and Purchase Charges	
Data	$.00
Surcharges and Other Charges & Credits	$14.27
Taxes, Governmental Surcharges & Fees	$.00
Total Current Charges	**$549.27**

Total Charges Due by July 26, 2024 **$549.27**

Fox Chapel MS

01-1650 = $115.74

RECEIVED
JUL 05 2024
A.D. Morgan Corporation
Job# _____

Pay from phone	Pay on the Web	Questions:
#PMT (#768)	At b2b.verizonwireless.com	1.800.922.0204 or *611 from your phone

verizon business

AD MORGAN CORP
716 N RENELLIE DR
TAMPA, FL 33609–1119

Bill Date June 26, 2024
Account Number 713227383–00002
Invoice Number 9967635619

Total Amount Due by July 26, 2024

Make check payable to Verizon Wireless.
Please return this remit slip with payment.

$549.27

$☐☐☐.☐☐

PO BOX 16810
NEWARK, NJ 07101–6810

99676356190107132273830000200000054927000000549271

NOTICE: Bank account and routing numbers will be retained to enable future payments by phone or online. To opt out, call 1-866-544-0401

verizon business

Invoice Number	Account Number	Date Due	Page
9967635619	713227383–00002	07/26/24	5 of 9

Summary for Denise Panos: 727–589–9390

Your Plan

LTE Business Internet 25Mbps
$109.00 monthly charge
$.25 per minute

300GB Data
300 monthly gigabyte allowance
$10.00 per 5 GB after allowance

Have more questions about your charges? Get details for usage charges at b2b.verizonwireless.com.

Monthly Charges

LTE Business Internet 25Mbps	06/27 – 07/26	109.00
Price Lock Gtd Disc $10 2 Year *	06/27 – 07/26	–10.00
*Includes a price guarantee thru 6/29/2025		
		$99.00

5G products aren't eligible for the access fee discounts generally offered through your employer or organization.

Surcharges	
Regulatory Charge	.02
Administrative Charge	.06
Other Charges and Credits	
Economic Adjustment Charge	2.98
	$3.06
Total Current Charges for 727–589–9390	**$102.06**

Summary for Test Device 1: 813–455–2020

Your Plan

BUS UNL Plus Data Device
$45.00 monthly charge
$.25 per minute

Unlimited Data
Unlimited monthly gigabyte

UNL Text Messaging
Unlimited monthly Text Message
Unlimited monthly M2M Text

Have more questions about your charges? Get details for usage charges at b2b.verizonwireless.com.

Monthly Charges

BUS UNL Plus Data Device	06/27 – 07/26	45.00
Total Mobile Protect Business	06/27 – 07/26	15.00
		$60.00

Usage and Purchase Charges

Data		Allowance	Used	Billable	Cost
Gigabyte Usage(05/27 – 06/26)	*gigabytes*	unlimited	4.181	––	––
Total Data					$.00
Total Usage and Purchase Charges					**$.00**

Surcharges	
Regulatory Charge	.02
Administrative Charge	.06
Other Charges and Credits	
Device Protect Price Adjust	1.87
Economic Adjustment Charge	2.98
	$4.93

0-1 51792097.1 00227547

verizon business

Invoice Number	Account Number	Date Due	Page
9967635619	713227383–00002	07/26/24	6 of 9

Monthly Charges, continued

Total Current Charges for 813–455–2020 **$64.93**

Summary for Ad .: 813–455–9558

Your Plan

LTE Business Internet 25Mbps
$109.00 monthly charge
$.25 per minute

300GB Data
300 monthly gigabyte allowance
$10.00 per 5 GB after allowance

Have more questions about your charges? Get details for usage charges at b2b.verizonwireless.com.

Monthly Charges

LTE Business Internet 25Mbps	06/27 – 07/26	109.00
Price Lock Gtd Disc $10 2 Year *	06/27 – 07/26	–10.00
LTE Bi 24 Month Discount	06/27 – 07/26	–10.00
*Includes a price guarantee thru 8/9/2025		
		$89.00

5G products aren't eligible for the access fee discounts generally offered through your employer or organization.

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Total Data				$.00
Total Usage and Purchase Charges				**$.00**

Surcharges	
Regulatory Charge	.02
Administrative Charge	.06
Other Charges and Credits	
Economic Adjustment Charge	2.98
	$3.06

Total Current Charges for 813–455–9558 **$92.06**

Summary for Jessica Kerns: 813–450–6215 3819

verizon business

Invoice Number	Account Number	Date Due	Page
9967635619	713227383–00002	07/26/24	7 of 9

COLR700A 1154 5011 125 07 20240629 PG 4 OF 5
00227547 51792097.1 0-1

Your Plan

LTE Business Internet 25Mbps
$109.00 monthly charge
$.25 per minute

300GB Data
300 monthly gigabyte allowance
$10.00 per 5 GB after allowance

Have more questions about your charges? Get details for usage charges at b2b.verizonwireless.com.

Monthly Charges

LTE Business Internet 25Mbps	06/27 – 07/26	109.00
Price Lock Gtd Disc $10 2 Year *	06/27 – 07/26	–10.00
*Includes a price guarantee thru 8/26/2024		
		$99.00

5G products aren't eligible for the access fee discounts generally offered through your employer or organization.

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Total Data				$.00
Total Usage and Purchase Charges				**$.00**

Surcharges	
Regulatory Charge	.02
Administrative Charge	.06
	$.08

Total Current Charges for 813–450–6215 **$99.08**

Summary for New Router 1: 813–599–4791
3832

Your Plan

LTE Business Internet 25Mbps
$109.00 monthly charge
$.25 per minute

300GB Data
300 monthly gigabyte allowance
$10.00 per 5 GB after allowance

Have more questions about your charges? Get details for usage charges at b2b.verizonwireless.com.

Monthly Charges

LTE Business Internet 25Mbps	06/27 – 07/26	109.00
Price Lock Gtd Disc $10 2 Year *	06/27 – 07/26	–10.00
*Includes a price guarantee thru 6/4/2025		
		$99.00

5G products aren't eligible for the access fee discounts generally offered through your employer or organization.

Usage and Purchase Charges

Data	Allowance	Used	Billable	Cost
Total Data				$.00
Total Usage and Purchase Charges				**$.00**

Surcharges	
Regulatory Charge	.02
Administrative Charge	.06
	$.08

verizon business

Invoice Number	Account Number	Date Due	Page
9967635619	713227383–00002	07/26/24	8 of 9

Monthly Charges, continued

Total Current Charges for 813–599–4791 **$99.08**

Need-to-Know Information

COLR700A 1154 5011 125 07 20240629 PG 5 OF 5
00227547 51792097.1 0-1

Customer Proprietary Network Information (CPNI)

CPNI is information made available to us solely by virtue of our relationship with you that relates to the type, quantity, destination, technical configuration, location, and amount of use of the telecommunications and interconnected VoIP services you purchase from us, as well as related billing information. The protection of your information is important to us, and you have a right, and we have a duty, under federal law, to protect the confidentiality of your CPNI.

We may use and share your CPNI among our affiliates and agents to offer you services that are different from the services you currently purchase from us. Verizon offers a full range of services, such as television, telematics, high-speed Internet, video, and local and long distance services. Visit Verizon.com for more information on our services and companies.

If you don't want your CPNI used for the marketing purposes described above, please notify us by phone any time at 800.333.9956 or online at vzw.com/myprivacy.

Unless you notify us in one of these ways, we may use your CPNI as described above beginning 30 days after the first time we notify you of this CPNI policy. Your choice will remain valid until you notify us that you wish to change your selection. Your decision about use of your CPNI will not affect the provision of any services you currently have with us.

Note: This CPNI notice does not apply to residents of the state of Arizona.

Bankruptcy Information

If you are or were in bankruptcy, this bill may include amounts for pre-bankruptcy charges. You should not pay pre-bankruptcy amounts; they are for your information only. In the event Verizon receives notice of a bankruptcy filing, pre-bankruptcy charges will be adjusted in future invoices. Mail bankruptcy-related correspondence to 500 Technology Drive, Suite 550, Weldon Spring, MO 63304.

Explanation of Surcharges

Surcharges include (i) a Regulatory Charge (which helps defray various government charges we pay including government number administration and license fees); (ii) a Federal Universal Service Charge (and, if applicable, a State Universal Service Charge) to recover charges imposed on us by the government to support universal service; and (iii) an Administrative Charge, which helps defray certain expenses we incur, including: charges we, or our agents, pay local telephone companies for delivering calls from our customers to their customers; fees and assessments on our network facilities and services; property taxes; and the costs we incur responding to regulatory obligations. **Please note that these are Verizon Wireless charges, not taxes. These charges, and what's included, are subject to change from time to time.**

Effective January 11, 2023, the definition of the Administrative Charge will be modified to help defray and recover certain direct and indirect costs we or our agents incur, including: (a) costs of complying with regulatory and industry obligations and programs, such as E911, wireless local number portability, and wireless tower mandate costs; (b) property taxes; and (c) costs associated with our network, including facilities (e.g. leases), operations, maintenance and protection, and costs paid to other companies for network services.

Please note that this surcharge is a Verizon Wireless charge, not a tax or government-imposed fee. This charge, and what's included, is subject to change from time to time.

Economic Adjustment Charge

Our number one priority is to provide exceptional service to your business and consistently deliver the quality
Business.

Just as you are seeing in your business, Verizon Business is seeing a wide range of increases in its costs to
provide service. As these challenges have continued to mount, we have made the decision to add an
Economic Adjustment Charge.

On June 8, 2023, Verizon Business began adding the charge to new LTE Business Internet and 5G Business
Internet lines. And starting in August 2023, the charge will apply to existing LTE Business Internet and 5G
Business Internet lines where the applicable price guarantee has already ended and thereafter on a rolling
basis as your applicable price guarantee ends. The amount of the charge is $2.98 or $3.97 per month, for
each qualifying LTE or 5G Business Internet line.

On June 16, 2022, Verizon Business began adding the charge to newly activated and upgraded lines,
existing lines that have completed a contract-based line term, and lines that have twelve (12) months or
fewer remaining on a Device Payment Plan Agreement. The amount of the charge is $2.98 or $3.97 per
month/line for each smartphone and data device, and $0.98 per month/line for each basic phone and tablet
device.

As lines meet these criteria, the charge will be automatically added to your bill. You can find the Economic
Adjustment Charge in the Other Charges & Credits section of your bill.

California - Questions About Your Bill?

Call Customer Service at 800.922.0204. Send written disputes to: Verizon, PO Box 409, Newark, NJ 07101-0409. If you are disputing a charge because you contend it was not authorized, and we need time to investigate the complaint, you are not required to pay the disputed amount while our investigation is pending. If you have a complaint you cannot resolve with us, submit a complaint to the California Public Utilities Commission at Consumer Affairs Branch, 505 Van Ness Ave. Rm. 2003, San Francisco, CA 94102, or at http://www.cpuc.ca.gov/complaints, or call 800.649.7570. If you have hearing or speaking limitations and need California Relay Service, dial 711(visit http://ddtp.cpuc.ca.gov/ for further information). If you need to contact your wireless phone insurance provider, call 888.881.2622

Verizon Cradle Pool Allocation

Month: Jun-24

Total Cradle Point Pooled Plan Charge (Test Device)

1	813-455-2020	Test Device 1	64.93
		Total	**64.93**

Corporate Asset #	Device Serial #	IMEI	SIM	Phone #	Job #	Cost Code	G/L	Description	Allocated Pooled Charge	Job Router Charge	% Cradle Point Charge	Total Job Charge	Notes
B2629	MM170091000392	3535470631978819	89148000003249087540-4G SIM	813-450-6215	P2023-007	01-1516	705	Cradlepoint Service Charge	13.28	99.08	20%	112.36	
	MM150213500297	353547062290617	89148000002373740635-4G SIM	813-599-4791	P2023-028	01-1516	705	Cradlepoint Service Charge	13.28	99.08	20%	112.36	
	MM190190500345	357188081273205	89148-00000-53590-09362	727-589-9390	P2022-017	01-1516	705	Cradlepoint Service Charge	13.68	102.06	21%	115.74	
	MM190248300185	3571-8808-1449-300	89148-00000-71115-84617	727-248-6776	P2022-011	01-1516	705	Cradlepoint Service Charge	12.34	92.06	19%	104.40	
	MM190190500341	3571-8808-1273-254	89014-10333-42653-26045	813-215-5366	P2023-053	01-1516	705	Cradlepoint Service Charge	-		0%	0.00	
	MM190190500345	3571-8808-1273-205	89148-00000-92781-56882	813-455-9558	P2023-031	01-1516	705	Cradlepoint Service Charge	12.34	92.06	19%	104.40	
								Total	**64.93**	**484.34**	**100%**	**549.27**	

Bill Total	549.27
Variance	-

Hernando County Schools
Fox Chapel Middle School
A. D. Morgan Corporation #P2022-017

Cost Code	Description	Invoice Date	Invoice #	Owner Pay App	Previous Period	This Period	Owner Pay App Line Item Total	Variance
DIVISION 03 - Concrete								
03-3000	Joswig Construction	08/31/2023	P2022-017/1	4	$ 2,500.00			
03-3000	Joswig Construction	12/31/2023	P2022-017/2	8	$ 5,000.00			
03-3000	Daniel Construction	07/31/2024	P2022-017/1	15		$ 12,174.00		
					$ 7,500.00	**$ 12,174.00**	**$19,674.00**	**$ -**

TO CONTRACTOR:

The A.D. Morgan Corporation
716 Renellie Drive
Tampa, Florida 33609

PROJECT:

Hernando County Schools - Fox Chapel Middle School
9412 Fox Chapel Lane
Springhill , Florida 34606

APPLICATION NO: 1
INVOICE NO: P2022-017/1 FINAL
PERIOD: 07/01/24 - 07/31/24
PROJECT NO: P2022-017
CONTRACT NO: SCP2022 017.013
CONTRACT DATE:
CERTIFICATE DATE: 07/21/2024
SUBMITTED DATE:

FROM SUBCONTRACTOR:

Daniel Construction, Inc.
4435 Baseball Pond Road
Brooksville, Florida 34602

SUBCONTRACT FOR: Concrete Repair

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		$12,174.00
2.	Net change by change orders		$0.00
3.	Contract Sum to date (Line 1 ± 2)		$12,174.00
4.	Total completed and stored to date (Column G on detail sheet)		$12,174.00
5.	Retainage:		
	a. 5.00% of completed work	$608.70	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$608.70
6.	Total earned less retainage (Line 4 less Line 5 Total)		$11,565.30
7.	Less previous certificates for payment (Line 6 from prior certificate)		$0.00
8.	Current payment due:		$11,565.30
9.	Balance to finish, including retainage (Line 3 less Line 6)		$608.70

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$0.00	$0.00
Total approved this month:	$0.00	$0.00
Totals:	$0.00	$0.00
Net change by change orders:	$0.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Daniel Construction, Inc.

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 1
APPLICATION DATE: 07/19/2024
PERIOD: 07/01/24 - 07/31/24

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	03.03-3000.S Concrete.Cast-in-Place Concrete.Subcontract	Sidewalk Demo	$3,500.00	$0.00	$3,500.00	$0.00	$3,500.00	100.00%	$0.00	$175.00
2	03.03-3000.S Concrete.Cast-in-Place Concrete.Subcontract	Concrete Labor and MAterials	$8,674.00	$0.00	$8,674.00	$0.00	$8,674.00	100.00%	$0.00	$433.70
		TOTALS:	**$12,174.00**	**$0.00**	**$12,174.00**	**$0.00**	**$12,174.00**	**100.00%**	**$0.00**	**$608.70**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$12,174.00**	**$0.00**	**$12,174.00**	**$0.00**	**$12,174.00**	**100.00%**	**$0.00**	**$608.70**

Hernando County Schools
Fox Chapel Middle School
A. D. Morgan Corporation #P2022-017

Cost Code	Description	Invoice Date	Invoice #	Owner Pay App	Previous Period	This Period	Owner Pay App Line Item Total	Variance
DIVISION 07 - Thermal and Moisture Protection								
07-5000	Service Works Commercial Roofing	07/31/2023	P2022-017/1	3	$ 2,500.00			
07-5000	Service Works Commercial Roofing	01/31/2024	P2022-017/2	9	$ 13,831.00			
07-5000	Service Works Commercial Roofing	03/31/2024	P2022-017/3	11	$ 13,048.34			
07-5000	Service Works Commercial Roofing	04/30/2024	P2022-017/4	12	$ 4,070.00			
07-5000	Service Works Commercial Roofing	04/30/2024	P2022-017/5	15		$ 1,742.87		
					$ 33,449.34	$ 1,742.87	$35,192.21	$ -

TO CONTRACTOR:
The A.D. Morgan Corporation
716 Renellie Drive
Tampa, Florida 33609

FROM SUBCONTRACTOR:
Service Works Commercial Roofing
5423 N. 59th St
Tampa, Florida 33610

SUBCONTRACT FOR: 7A ROOFING

PROJECT:
Hernando County Schools - Fox Chapel Middle School
9412 Fox Chapel Lane
Springhill , Florida 34606

APPLICATION NO: 5
INVOICE NO: P2022-017/5 FINAL
PERIOD: 07/01/24 - 07/31/24
PROJECT NO: P2022-017
CONTRACT NO: SCP2022 017.004
CONTRACT DATE: 05/25/2023
CERTIFICATE DATE: 07/21/2024
SUBMITTED DATE:

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		$54,146.00
2.	Net change by change orders		$(18,953.79)
3.	Contract Sum to date (Line 1 ± 2)		$35,192.21
4.	Total completed and stored to date (Column G on detail sheet)		$35,192.21
5.	Retainage:		
	a. 5.00% of completed work	$1,759.61	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$1,759.61
6.	Total earned less retainage (Line 4 less Line 5 Total)		$33,432.60
7.	Less previous certificates for payment (Line 6 from prior certificate)		$31,776.87
8.	Current payment due:		$1,655.73
9.	Balance to finish, including retainage (Line 3 less Line 6)		$1,759.61

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$0.00	$0.00
Total approved this month:	$22,439.53	$(41,393.32)
Totals:	$22,439.53	$(41,393.32)
Net change by change orders:	$(18,953.79)	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Service Works Commercial Roofing

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 5
APPLICATION DATE: 07/19/2024
PERIOD: 07/01/24 - 07/31/24

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	07.07-5000.S Thermal & Moisture Protection.Membrane Roofing.Subcontract	Mobilization	$8,423.00	$8,423.00	$0.00	$0.00	$8,423.00	100.00%	$0.00	$421.15
2	07.07-5000.S Thermal & Moisture Protection.Membrane Roofing.Subcontract	General Conditions	$5,000.00	$5,000.00	$0.00	$0.00	$5,000.00	100.00%	$0.00	$250.00
3	07.07-5000.S Thermal & Moisture Protection.Membrane Roofing.Subcontract	Roofing Material	$15,146.00	$7,314.34	$0.00	$0.00	$7,314.34	48.29%	$7,831.66	$365.72
4	07.07-5000.S Thermal & Moisture Protection.Membrane Roofing.Subcontract	Roofing Labor	$24,000.00	$12,712.00	$0.00	$0.00	$12,712.00	52.97%	$11,288.00	$635.60
5	07.07-5000.S Thermal & Moisture Protection.Membrane Roofing.Subcontract	Payment and Performance Bond	$1,577.00	$0.00	$0.00	$0.00	$0.00	0.00%	$1,577.00	$0.00
		TOTALS:	**$54,146.00**	**$33,449.34**	**$0.00**	**$0.00**	**$33,449.34**	**61.78%**	**$20,696.66**	**$1,672.47**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
6	**CCO # 001 CE #022 - Service Works - (Credit remaining Contract scope)**								
6.1	**COR # 001 CE #022 - Service WOrks - (Credit remaining COntract scope)**								
6.1.1	**PCO # 001 CE #022 - Service WOrks - (Credit remaining COntract scope)**								
6.1.1.1	07.07-5100.S CCT#22.1 Credit Balance of roofing contract	$(20,696.66)	$0.00	$0.00	$0.00	$0.00	0.00%	$(20,696.66)	$0.00
7	**CCO # 002 CE #022 - Service Works - (Credit remaining Contract scope - Applied to wrong T/C) Internal only**								
7.1	**COR # 002 CE #022 - Service Works - (Credit remaining Contract scope - Applied to wrong T/C) Internal only**								
7.1.1	**PCO # 002 CE #022 - Service Works - (Credit remaining Contract scope - Applied to wrong T/C) Internal only**								
7.1.1.1	07.07-5100.S CCT#22.2 Credit Balance of roofing contract (Applied to wrong T/C)	$20,696.66	$0.00	$0.00	$0.00	$0.00	0.00%	$20,696.66	$0.00
7.1.1.2	07.07-5000.S CCT#22.2 Credit Balance of roofing contract (Applied to wrong T/C)	$(20,696.66)	$0.00	$0.00	$0.00	$0.00	0.00%	$(20,696.66)	$0.00
8	**CCO # 003 CE #003 - GMP Contingency Tracking to cover Roof Patch inB6 (Roofing Services)**								
8.1	**COR # 003 CE #003 - GMP Contingency Tracking to cover Roof Patch inB6 (Roofing Services)**								
8.1.1	**PCO # 003 CE #003 - GMP Contingency Tracking to cover Roof Patch inB6 (Roofing Services)**								

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
8.1.1.1	07.07-5000.S CT#3.1 Service Work added work in Building 6 roof patch for disconnect	$1,742.87	$0.00	$1,742.87	$0.00	$1,742.87	100.00%	$0.00	$87.14
	TOTALS:	**$(18,953.79)**	**$0.00**	**$1,742.87**	**$0.00**	**$1,742.87**	**-9.20%**	**$(20,696.66)**	**$87.14**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$35,192.21**	**$33,449.34**	**$1,742.87**	**$0.00**	**$35,192.21**	**100.00%**	**$0.00**	**$1,759.61**

Hernando County Schools
Fox Chapel Middle School
A. D. Morgan Corporation #P2022-017

Cost Code	Description	Invoice Date	Invoice #	Owner Pay App	Previous Period	This Period	Owner Pay App Line Item Total	Variance
DIVISION 23 -Heating, Ventilating and Air Condiitoning								
23-0000	Climate Control Mechanical Services	06/30/2023	P2022-017/1	2	$ 7,306.00			
23-0000	Climate Control Mechanical Services	07/31/2023	P2022-017/2	3	$ 163,229.25			
23-0000	Climate Control Mechanical Services	08/31/2023	P2022-017/3	4	$ 82,754.94			
23-0000	Climate Control Mechanical Services	09/30/2023	P2022-017/4	5	$ 517,810.25			
23-0000	Trane US Inc	09/30/2023	POP2022-017/1	5	$ 18,000.00			
23-0000	Climate Control Mechanical Services	10/31/2023	P2022-017/5	6	$ 225,018.80			
23-0000	Climate Control Mechanical Services	11/30/2023	P2022-017/6	7	$ 110,404.15			
23-0000	Climate Control Mechanical Services	12/31/2023	P2022-017/7	8	$ 102,418.30			
23-0000	Climate Control Mechanical Services	01/31/2024	P2022-017/8	9	$ 8,653.90			
23-0000	Climate Control Mechanical Services	02/29/2024	P2022-017/9	10	$ 9,267.35			
23-0000	Trane US Inc	02/29/2024	P2022-017/1	10	$ 9,772.28			
23-0000	Trane US Inc	03/31/2024	P2022-017/2	11	$ 1,814.72			
23-0000	Climate Control Mechanical Services	03/31/2024	P2022-017/10	11	$ 8,469.10			
23-9990	Duct Dynasty Clean Air LLC	03/31/2024	P2022-017/1	11	$ 116,932.00			
23-9991	Sherman Mechanical	03/31/2024	P2022-017/1	11	$ 36,985.00			
23-0000	Climate Control Mechanical Services	04/30/2024	P2022-017/11	12	$ 250.00			
23-0000	Trane US Inc	04/30/2024	P2022-017/3	12	$ 4,484.28			
23-9990	Duct Dynasty Clean Air LLC	04/30/2024	P2022-017/2	12	$ 66,626.00			
23-9991	Sherman Mechanical	04/30/2024	P2022-017/2	12	$ 11,291.80			
23-0000	Climate Control Mechanical Services	06/30/2024	P2022-017/12	14	$ 24,000.00			
23-0000	Trane US Inc	06/30/2024	P2022-017/4	14	$ 6,934.72			
23-0000	Trane US Inc	06/30/2024	P2022-017/5	15		$ 545.00		
23-9991	Sherman Mechanical	06/30/2024	P2022-017/3	15		$ 3,391.00		
					$ 1,532,422.84	$ 3,936.00	$1,536,358.84	$ -

TO CONTRACTOR:
The A.D. Morgan Corporation
716 Renellie Drive
Tampa, Florida 33609

FROM SUBCONTRACTOR:
Trane US, Inc.
902 N. Himes Ave
Tampa, Florida 33609

PROJECT:
Hernando County Schools - Fox Chapel Middle School
9412 Fox Chapel Lane
Springhill , Florida 34606

SUBCONTRACT FOR: Upgrading Tracer Ensemble

APPLICATION NO: 5
INVOICE NO: P2022-017/5 Final
PERIOD: 07/01/24 - 07/31/24
PROJECT NO: P2022-017
CONTRACT NO: SCP2022 017.006
CONTRACT DATE:
CERTIFICATE DATE: 07/21/2024
SUBMITTED DATE:

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		$14,598.00
2.	Net change by change orders		$8,953.00
3.	Contract Sum to date (Line 1 ± 2)		$23,551.00
4.	Total completed and stored to date (Column G on detail sheet)		$23,551.00
5.	Retainage:		
	a. 5.00% of completed work	$1,177.56	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$1,177.56
6.	Total earned less retainage (Line 4 less Line 5 Total)		$22,373.44
7.	Less previous certificates for payment (Line 6 from prior certificate)		$21,855.69
8.	Current payment due:		$517.75
9.	Balance to finish, including retainage (Line 3 less Line 6)		$1,177.56

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$8,408.00	$0.00
Total approved this month:	$545.00	$0.00
Totals:	$8,953.00	$0.00
Net change by change orders:	$8,953.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Trane US, Inc.

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 5
APPLICATION DATE: 07/19/2024
PERIOD: 07/01/24 - 07/31/24

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	23.23-0000.S Heating, Ventilating, and Air Conditioning (HVAC).Heating, Ventilating, and Air Conditioning (HVAC).Subcontract	Trane Control integration with KMC Controls	$12,598.00	$12,598.00	$0.00	$0.00	$12,598.00	100.00%	$0.00	$629.90
2	23.23-0000.S Heating, Ventilating, and Air Conditioning (HVAC).Heating, Ventilating, and Air Conditioning (HVAC).Subcontract	Closeout /Training	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
		TOTALS:	**$14,598.00**	**$14,598.00**	**$0.00**	**$0.00**	**$14,598.00**	**100.00%**	**$0.00**	**$729.90**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
3	**CCO # 001 CE #003 - AHU/CU #9 request for Start Up by Trane**								
3.1	**COR # 001 CE #003 - AHU/CU #9 request for Start Up by Trane**								
3.1.1	**PCO # 001 CE #003 - AHU/CU #9 request for Start Up by Trane**								
3.1.1.1	23.23-0000.S CT#4 AHU/CU #9 Split unit Start up by Trane	$1,823.28	$1,823.28	$0.00	$0.00	$1,823.28	100.00%	$0.00	$91.16
4	**CCO # 002 CE #024 - Upsizing Sheaves and belts per T&B reports**								
4.1	**COR # 002 CE #024 - Upsizing Sheaves and belts per T&B reports**								
4.1.1	**PCO # 002 CE #024 - Upsizing Sheaves and belts per T&B reports**								
4.1.1.1	23.23-0000.S CCA#24 Replace existing SHeaves and belts per T&B reports	$1,650.00	$1,650.00	$0.00	$0.00	$1,650.00	100.00%	$0.00	$82.50
5	**CCO # 003 CE #024 - Trane service repairs at FCMS**								
5.1	**COR # 003 CE #024 - Trane service repairs at FCMS**								
5.1.1	**PCO # 003 CE #024 - Trane service repairs at FCMS**								
5.1.1.1	23.23-0000.S CCA#24.1 Repair Installation Labor (Trane Invoice314490151)	$1,287.50	$1,287.50	$0.00	$0.00	$1,287.50	100.00%	$0.00	$64.38
5.1.1.2	23.23-0000.S CCA#24.2 Start up of building 2 C (Trane Invoice314363170)	$1,814.72	$1,814.72	$0.00	$0.00	$1,814.72	100.00%	$0.00	$90.74
5.1.1.3	23.23-0000.S CCA#24.3 Trane repair dated 05/15/24 (Trane Invoice314622273)	$792.50	$792.50	$0.00	$0.00	$792.50	100.00%	$0.00	$39.63
5.1.1.4	23.23-0000.S CCA#24.4 Trane repair dated 05/23/24 (Trane Invoice314604801)	$1,040.00	$1,040.00	$0.00	$0.00	$1,040.00	100.00%	$0.00	$52.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
6	**CCO # 004 CE #024 - Troubleshooting unit CU-10 and found low level of refrigerant on both compressors**								
6.1	**COR # 004 CE #024 - Troubleshooting unit CU-10 and found low level of refrigerant on both compressors**								
6.1.1	**PCO # 004 CE #024 - Troubleshooting unit CU-10 and found low level of refrigerant on both compressors**								
6.1.1.1	23.23-0000.S CCA#24.5 Trane repair dated 07/25/24 (Trane Invoice314635934)	$545.00	$0.00	$545.00	$0.00	$545.00	100.00%	$0.00	$27.25
	TOTALS:	**$8,953.00**	**$8,408.00**	**$545.00**	**$0.00**	**$8,953.00**	**100.00%**	**$0.00**	**$447.66**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$23,551.00**	**$23,006.00**	**$545.00**	**$0.00**	**$23,551.00**	**100.00%**	**$0.00**	**$1,177.56**

TO CONTRACTOR:
The A.D. Morgan Corporation
716 Renellie Drive
Tampa, Florida 33609

PROJECT:
Hernando County Schools - Fox Chapel Middle School
9412 Fox Chapel Lane
Springhill , Florida 34606

APPLICATION NO: 7
INVOICE NO: P2022-017/7 FINAL
PERIOD: 08/01/24 - 08/31/24
PROJECT NO: P2022-017
CONTRACT NO: SCP2022 017.006
CONTRACT DATE:
CERTIFICATE DATE: 08/23/2024
SUBMITTED DATE:

FROM SUBCONTRACTOR:
Trane US, Inc.
902 N. Himes Ave
Tampa, Florida 33609

SUBCONTRACT FOR: Upgrading Tracer Ensemble

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		$14,598.00
2.	Net change by change orders		$68,593.00
3.	Contract Sum to date (Line 1 ± 2)		$83,191.00
4.	Total completed and stored to date (Column G on detail sheet)		$83,191.00
5.	Retainage:		
	a. 3.58% of completed work	$2,982.00	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$2,982.00
6.	Total earned less retainage (Line 4 less Line 5 Total)		$80,209.00
7.	Less previous certificates for payment (Line 6 from prior certificate)		$23,551.00
8.	Current payment due:		$56,658.00
9.	Balance to finish, including retainage (Line 3 less Line 6)		$2,982.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$8,953.00	$0.00
Total approved this month:	$59,640.00	$0.00
Totals:	$68,593.00	$0.00
Net change by change orders:	$68,593.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Trane US, Inc.

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 7
APPLICATION DATE: 08/19/2024
PERIOD: 08/01/24 - 08/31/24

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	23.23-0000.S Heating, Ventilating, and Air Conditioning (HVAC).Heating, Ventilating, and Air Conditioning (HVAC).Subcontract	Trane Control integration with KMC Controls	$12,598.00	$12,598.00	$0.00	$0.00	$12,598.00	100.00%	$0.00	$0.00
2	23.23-0000.S Heating, Ventilating, and Air Conditioning (HVAC).Heating, Ventilating, and Air Conditioning (HVAC).Subcontract	Closeout /Training	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$0.00
		TOTALS:	**$14,598.00**	**$14,598.00**	**$0.00**	**$0.00**	**$14,598.00**	**100.00%**	**$0.00**	**$0.00**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
3	**CCO # 001 CE #003 - AHU/CU #9 request for Start Up by Trane**								
3.1	**COR # 001 CE #003 - AHU/CU #9 request for Start Up by Trane**								
3.1.1	**PCO # 001 CE #003 - AHU/CU #9 request for Start Up by Trane**								
3.1.1.1	23.23-0000.S CT#4 AHU/CU #9 Split unit Start up by Trane	$1,823.28	$1,823.28	$0.00	$0.00	$1,823.28	100.00%	$0.00	$0.00
4	**CCO # 002 CE #024 - Upsizing Sheaves and belts per T&B reports**								
4.1	**COR # 002 CE #024 - Upsizing Sheaves and belts per T&B reports**								
4.1.1	**PCO # 002 CE #024 - Upsizing Sheaves and belts per T&B reports**								
4.1.1.1	23.23-0000.S CCA#24 Replace existing SHeaves and belts per T&B reports	$1,650.00	$1,650.00	$0.00	$0.00	$1,650.00	100.00%	$0.00	$0.00
5	**CCO # 003 CE #024 - Trane service repairs at FCMS**								
5.1	**COR # 003 CE #024 - Trane service repairs at FCMS**								
5.1.1	**PCO # 003 CE #024 - Trane service repairs at FCMS**								
5.1.1.1	23.23-0000.S CCA#24.1 Repair Installation Labor (Trane Invoice314490151)	$1,287.50	$1,287.50	$0.00	$0.00	$1,287.50	100.00%	$0.00	$0.00
5.1.1.2	23.23-0000.S CCA#24.2 Start up of building 2 C (Trane Invoice314363170)	$1,814.72	$1,814.72	$0.00	$0.00	$1,814.72	100.00%	$0.00	$0.00
5.1.1.3	23.23-0000.S CCA#24.3 Trane repair dated 05/15/24 (Trane Invoice314622273)	$792.50	$792.50	$0.00	$0.00	$792.50	100.00%	$0.00	$0.00
5.1.1.4	23.23-0000.S CCA#24.4 Trane repair dated 05/23/24 (Trane Invoice314604801)	$1,040.00	$1,040.00	$0.00	$0.00	$1,040.00	100.00%	$0.00	$0.00

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
6	**CCO # 004 CE #024 - Troubleshooting unit CU-10 and found low level of refrigerant on both compressors**								
6.1	**COR # 004 CE #024 - Troubleshooting unit CU-10 and found low level of refrigerant on both compressors**								
6.1.1	**PCO # 004 CE #024 - Troubleshooting unit CU-10 and found low level of refrigerant on both compressors**								
6.1.1.1	23.23-0000.S CCA#24.5 Trane repair dated 07/25/24 (Trane Invoice314635934)	$545.00	$545.00	$0.00	$0.00	$545.00	100.00%	$0.00	$0.00
7	**CCO # 005 CE #031 - Trane Service Agreement for Fox Chapel Middle School (3 years)**								
7.1	**COR # 005 CE #031 - Trane Service Agreement for Fox Chapel Middle School (3 years)**								
7.1.1	**PCO # 005 CE #031 - Trane Service Agreement for Fox Chapel Middle School (3 years)**								
7.1.1.1	23.23-0000.S CCT#31.1 Service Agreement (3 years) for FCMS equipment from Contractor Contingency	$59,640.00	$0.00	$59,640.00	$0.00	$59,640.00	100.00%	$0.00	$2,982.00
	TOTALS:	**$68,593.00**	**$8,953.00**	**$59,640.00**	**$0.00**	**$68,593.00**	**100.00%**	**$0.00**	**$2,982.00**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$83,191.00**	**$23,551.00**	**$59,640.00**	**$0.00**	**$83,191.00**	**100.00%**	**$0.00**	**$2,982.00**

TO CONTRACTOR:
The A.D. Morgan Corporation
716 Renellie Drive
Tampa, Florida 33609

PROJECT:
Hernando County Schools - Fox Chapel Middle School
9412 Fox Chapel Lane
Springhill , Florida 34606

APPLICATION NO: 3
INVOICE NO: P2022-017/3 FINAL
PERIOD: 07/01/24 - 07/31/24
PROJECT NO: P2022-017
CONTRACT NO: SCP2022 017.011
CONTRACT DATE: 03/07/2024
CERTIFICATE DATE: 07/21/2024
SUBMITTED DATE:

FROM SUBCONTRACTOR:
Sherman Mechanical Contractors LLC
4352 SE 95TH Street
Ocala, Florida 34480

SUBCONTRACT FOR: Building 10 Ductwork Remedial

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		$43,560.00
2.	Net change by change orders		$8,107.80
3.	Contract Sum to date (Line 1 ± 2)		$51,667.80
4.	Total completed and stored to date (Column G on detail sheet)		$51,667.80
5.	Retainage:		
	a. 5.00% of completed work	$2,583.39	
	b. 0.00% of stored material	$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		$2,583.39
6.	Total earned less retainage (Line 4 less Line 5 Total)		$49,084.41
7.	Less previous certificates for payment (Line 6 from prior certificate)		$45,862.96
8.	Current payment due:		$3,221.45
9.	Balance to finish, including retainage (Line 3 less Line 6)		$2,583.39

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	$4,716.80	$0.00
Total approved this month:	$3,391.00	$0.00
Totals:	$8,107.80	$0.00
Net change by change orders:	$8,107.80	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Sherman Mechanical Contractors LLC

By: _____ Date: _____

State of:
County of:
Subscribed and sworn to before
me this day of
Notary Public:
My commission expires:

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3
APPLICATION DATE: 07/19/2024
PERIOD: 07/01/24 - 07/31/24

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	23.23-9991.S Heating, Ventilating, and Air Conditioning (HVAC).HVAC Replacement.Subcontract	Mobilization	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%	$0.00	$125.00
2	23.23-9991.S Heating, Ventilating, and Air Conditioning (HVAC).HVAC Replacement.Subcontract	Management / Supervision	$7,500.00	$7,500.00	$0.00	$0.00	$7,500.00	100.00%	$0.00	$375.00
3	23.23-9991.S Heating, Ventilating, and Air Conditioning (HVAC).HVAC Replacement.Subcontract	Materials	$9,360.00	$9,360.00	$0.00	$0.00	$9,360.00	100.00%	$0.00	$468.00
4	23.23-9991.S Heating, Ventilating, and Air Conditioning (HVAC).HVAC Replacement.Subcontract	Labor	$17,500.00	$17,500.00	$0.00	$0.00	$17,500.00	100.00%	$0.00	$875.00
5	23.23-9991.S Heating, Ventilating, and Air Conditioning (HVAC).HVAC Replacement.Subcontract	Equipment	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.00%	$0.00	$100.00
6	23.23-9991.S Heating, Ventilating, and Air Conditioning (HVAC).HVAC Replacement.Subcontract	Test and Balance	$1,200.00	$1,200.00	$0.00	$0.00	$1,200.00	100.00%	$0.00	$60.00
7	23.23-9991.S Heating, Ventilating, and Air Conditioning (HVAC).HVAC Replacement.Subcontract	CLoseout	$3,500.00	$3,500.00	$0.00	$0.00	$3,500.00	100.00%	$0.00	$175.00
		TOTALS:	**$43,560.00**	**$43,560.00**	**$0.00**	**$0.00**	**$43,560.00**	**100.00%**	**$0.00**	**$2,178.00**

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
8	**CCO # 001 CE #025 - HVAC work - Building 2 additional work during the Break**								
8.1	**COR # 001 CE #025 - HVAC work - Building 2 additional work during the Break**								
8.1.1	**PCO # 001 CE #025 - HVAC work - Building 2 additional work during the Break**								

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
8.1.1.1	23.23-9991.S CCT#25.1 Additional HVAC work perform during break (Sherman COR#1 dated 04/05/24))	$4,716.80	$4,716.80	$0.00	$0.00	$4,716.80	100.00%	$0.00	$235.84
9	**CCO # 002 CE #029 - HVAC work - Building 3 and 7**								
9.1	**COR # 002 CE #029 - HVAC work - Building 3 and 7**								
9.1.1	**PCO # 002 CE #029 - HVAC work - Building 3 and 7**								
9.1.1.1	23.23-9991.S CCT#29.1 Additional HVAC work perform during break (Sherman T&M TIckets))	$3,391.00	$0.00	$3,391.00	$0.00	$3,391.00	100.00%	$0.00	$169.55
	TOTALS:	**$8,107.80**	**$4,716.80**	**$3,391.00**	**$0.00**	**$8,107.80**	**100.00%**	**$0.00**	**$405.39**

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	GRAND TOTALS:	**$51,667.80**	**$48,276.80**	**$3,391.00**	**$0.00**	**$51,667.80**	**100.00%**	**$0.00**	**$2,583.39**

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: ESSER III-Fox Chapel HVAC replacement project Close-Out

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project
4450E	7400	6800	9500	99930	

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$2,773,645.78		$ 0.00		$2,571,576.99		$ 202,068.79		$ 202,068.79		$ 0.00

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget:

Prior Year Actual Spent:

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 24. 25-2554 9/24/2024

Title and Board Action Requested

Approve the piggyback of OMNIA Partners/US Communities, Contract No. R-LD-23013-014: Automotive Parts & Accessories for Light, Medium and Heavy-Duty Vehicles and Related Products & Services, awarded to Advance Auto Parts and authorize purchases for an estimated annual spending of $55,000.00.

Executive Summary

The Director of Transportation , on behalf of the Superintendent of Schools, hereby requests the Board approve the piggyback of OMNIA Partners/US Communities, Contract No. R-LD-23013-014: Automotive Parts & Accessories for Light, Medium and Heavy-Duty Vehicles and Related Products & Services, awarded to Advance Professional (Advanced Auto Parts) and authorize the purchase of goods for an estimated annual spending of $55,000.00. This contract is also utilized by our Maintenance Department and district-wide when needed, using sites/departments already approved annual budgets.

HCSB Bid No. 25-060-12 PB has been assigned for internal tracking purposes.

My Contact

Ralph Leath
Director of Transportation
352-797-7003 Ext: 406

2023-28 Strategic Focus Area

Priority 3: Safe and Healthy Learning Environment

Financial Impact

The cost for this agenda item I $55,000.00. See attached budget sheet.
The cost for previous fiscal year was $46,464.30

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting: September 24, 2024

Bid No. 25-060-12 PB

Bid Title: Automotive Parts & Accessories for Light, Medium and Heavy-Duty Vehicles and Related Products & Services

Recommend approval of this agenda item under the specific category below:

☐Lowest Bid(s)	☐Request for Proposal(s)	☐Low Bid(s) Meeting Specification	☐Rejection/Cancellation
☐Revised Award	☐Renewal of Contract	☐Sole/Single Source	☐Re-Award (Partial/Whole)
☐Contract Termination	☐Amendments to Contract	☐Extension of Contract	☐Emergency
☐Reversed Auction	☒Piggyback Cooperative	☐Responsive/Responsible Bidders	

Bid Contract Period: 09/24/2024 through 10/31/2028 ☐ N/A – One Time Purchase

Contract Type:

☐ Estimated Dollar Amount	☐ Firm, Fixed Dollar Amount	☐ Firm, Fixed Unit Prices	☒ Firm, Fixed Unit Prices, Hourly Rates, Fees and/or Percentages

Renewal Options:

No. of Terms Remaining	☐ Length of Each Term (month)	☒ Length of Each Term (year)	☐ None
2		2	

Rationale/Reason: Piggyback OMNIA Partners/US Communities, Contract #R-LD-23013-014: Automotive Parts & Accessories for Light, Medium and Heavy-Duty Vehicles and Related Products & Services, awarded to Advance Professional (Advance Auto Parts). For use district-wide utilizing sites/departments approved annual budgets. HCSB Bid No. 25-060-12 PB has been assigned for internal tracking purposes.

Bidders Electronically Downloaded From Bidnet Direct Website:	**Bids Received:**	**No Bids:**	**Late Bids:**	**Rejected Bids:**	☒ **N/A – Bids Not Required:** Piggyback

Submitted By: Christopher Reckner
Director of Purchasing & Warehousing

School(s): District Wide

Requested By: Joseph Rychcik
Director of Maintenance

Ralph Leath
Director of Transportation

Department(s): Support Operations

Recommended award: (See attached)

T/C CODE: 2512

Advance Auto Parts

Contract includes the purchase of:

Aftermarket parts and supplies for maintaining light, medium and heavy-duty vehicles, SUV's, buses and construction equipment. Offerings also include fluids, lubricants, chemicals, shop supplies, shop tools, shop equipment and automotive accessories.

Purchases may be made at local Advance Auto Parts stores.

Laura Payne
Bids & Contracts
(954) 383-2369
Laura.payne@advance-auto.com

Mark Mills
Strategic Accounts
(770) 362-4422
Mark.mills@advance-auto.com

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: 2024-2025 Maintenance Mechanics Parts and Supplies General Fund Account

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project
	1100 E	8100	5500	9507	4950	

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$ 45,000.00		$		$ 8,195.27		$ 36,804.73		$ 25,000.00 est.as needed		$ 11,804.73

Account Name:

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ -	Budget Amendments	-	Expenditures / Encumbrances To Date	=	Current Available Budget	-	Present Request	=	Remaining Balance Available
$		$		$		$		$		$

B. Item Currently Not Budgeted -**

Funding Source:

Account Name:

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

Funding Source:

Account Name:

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: Prior Year Actual $ 26,887.79

Spent: $ 26,887.79

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: General Fund

Account Number: 1100 (Fund) | 7800 (Function) | 510/550 (Object) | 9602 (Cost Center) | 401 (Project) | (Sub Project)

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 28,500.00	$ .00	$ 4,713.84	$ 23,786.16	$ 23,786.16	$ .00

Account Name: General Fund

Account Number: 1100 (Fund) | 7800 (Function) | 590/642 (Object) | 9602 (Cost Center) | 401 (Project) | (Sub Project)

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 1,500.00	$ .00	$ .00	$ 1,500.00	$ 1,500.00	$ .00

B. Item Currently Not Budgeted -**

Funding Source:

Account Name:

Account Number: (Fund) | (Function) | (Object) | (Cost Center) | (Project) | (Sub Project)

Amount $

Funding Source:

Account Name:

Account Number: (Fund) | (Function) | (Object) | (Cost Center) | (Project) | (Sub Project)

Amount $

C. History

Check one:
Prior Year Budget: ⊗
New for Current Year: ○

Prior Year Approved Budget: $ 24,000.00

Prior Year Actual Spent: $ 19,576.51

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 25. 25-2555 9/24/2024

Title and Board Action Requested

Approve the agreement and authorize the purchase of four hundred and fifty Imagine Learning Language & Literacy licenses and one on-site professional learning session, not to exceed $55,195.00.

Executive Summary

The Director of Federal Programs, on behalf of the Assistant Superintendent of Teaching and Learning, hereby requests the Board approve the agreement with Imagine Learning for the purchase of four hundred and fifty Imagine Language & Literacy Licenses to be used for English language acquisition by the district's English Language Learners (students with limited English proficiency).

My Contact

Magen Schlechter
Director of Federal Programs
919 N. Broad Street Brooksville, FL 34601
352-797-7000 ext. 295
schlechter_m@hcsb.k12.fl.us

2023-28 Strategic Focus Area

Priority 1: Student Success

Financial Impact

See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

imagine learning



Hernando County School District

End-of-Year Data
May 31, 2024

Program Overview



382

Students

active students



74

Minutes

average time per week in program



30

Lessons

average # lessons completed



11K

Complete

total # lessons completed



81%

Pass Rate

% lessons passed

Implementation Fidelity

Total Program Usage by School

School	# Active Students	Average Hours	Average Lessons Completed	Average Lessons Passed	% Lessons Passed
Brooksville Elementary School	10	25.5	54	46	85%
Challenger K-8 Sch - Science-Mathematics	10	6.9	9	8	93%
Chocachatti Elementary School	2	3.8	3	3	100%
Deltona Elementary School	36	17.8	32	26	82%
Dolores S Parrott Middle School	6	9.1	27	21	79%
Eastside Elementary School	30	14.7	27	22	83%
Explorer K-8 School	57	10.8	22	19	85%
Fox Chapel Middle School	30	16.3	36	28	78%
John D Floyd Elementary	46	28.4	49	39	81%
Moton Elementary School	8	8.3	10	7	67%

Implementation Fidelity

Total Program Usage by School, continued

School	# Active Students	Average Hours	Average Lessons Completed	Average Lessons Passed	% Lessons Passed
Pine Grove Elementary School	15	7.3	13	12	92%
Powell Middle School	23	23.9	53	38	73%
Spring Hill Elementary School	28	9.0	16	14	83%
Suncoast Elementary School	30	10.0	25	21	82%
West Hernando Middle School	8	27.3	55	42	76%
Westside Elementary School	14	16.9	29	23	81%
Winding Waters K-8 School	29	7.2	12	10	85%
GRAND TOTAL	**382**	**15.2**	**30**	**24**	**81%**

Program Usage by Time Buckets

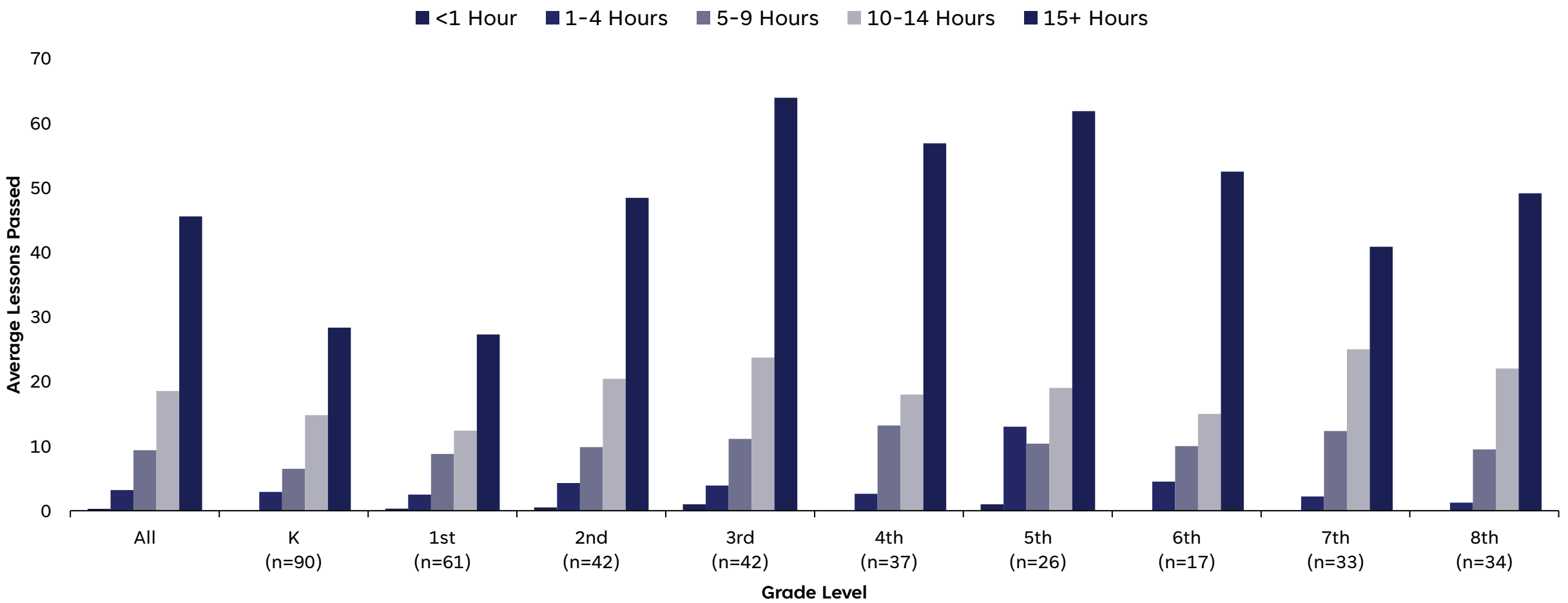
Program usage by	# Active Students	Average Hours	Average Weekly Minutes	Average Lessons Completed	% Pass Rate
<1 Hour	48	0.5	11	0	91%
1-4 Hours	60	2.4	21	3	92%
5-9 Hours	60	6.4	25	8	91%
10-14 Hours	47	11.7	35	21	87%
15+ Hours	167	28.2	59	55	80%
GRAND TOTAL	**382**	**15.2**	**39**	**30**	**81%**

Program Usage by Lessons Passed Buckets

Program usage by	# Active Students	Average Hours	Average Weekly Minutes	Average Lessons Completed	% Pass Rate
<1 Lessons	68	1.1	17	0	96%
1-4 Lessons	46	4.2	20	3	84%
5-9 Lessons	42	6.7	25	8	84%
10-14 Lessons	35	10.6	35	14	85%
15+ Lessons	191	25.6	54	52	81%
GRAND TOTAL	**382**	**15.2**	**39**	**30**	**81%**

Progress Monitoring

Lessons passed by time by grade level



Benchmark Assessment: Vocabulary

Embedded Benchmark Assessment Growth by Grade Level

Grade Level	# Active Students	Average Hours	Average Lessons Passed	Average Benchmark 1 Score	Average Benchmark 3 Score	Average Growth
K	49	17.7	18	266.5	352.2	85.7
1st	24	20.1	21	329.5	507.2	177.7
2nd	10	22.5	40	489.1	916.9	427.8
3rd	12	23.5	41	558.8	780.9	222.2
4th	16	29.9	52	558.1	832.6	274.6
5th	18	24.4	49	380.7	795.8	415.2
6th	10	33.0	50	449.2	644.6	195.4
7th	21	23.3	39	718.8	1,024.3	305.5
8th	17	26.2	44	551.0	778.1	227.1

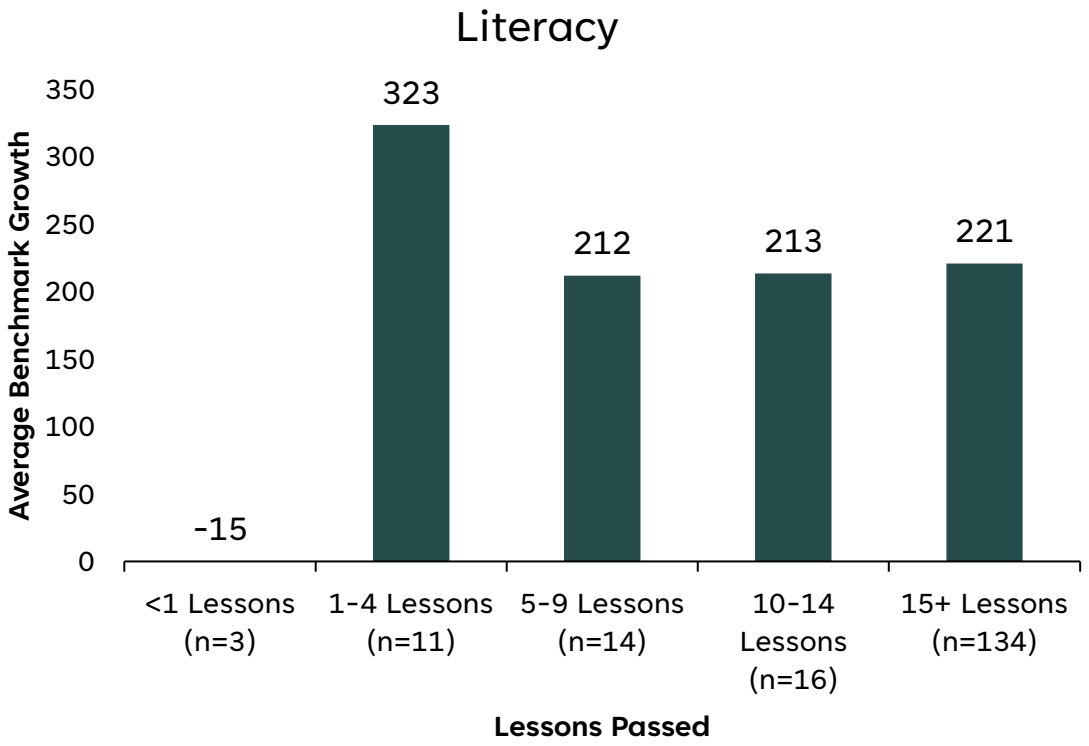
Benchmark Assessment: Literacy

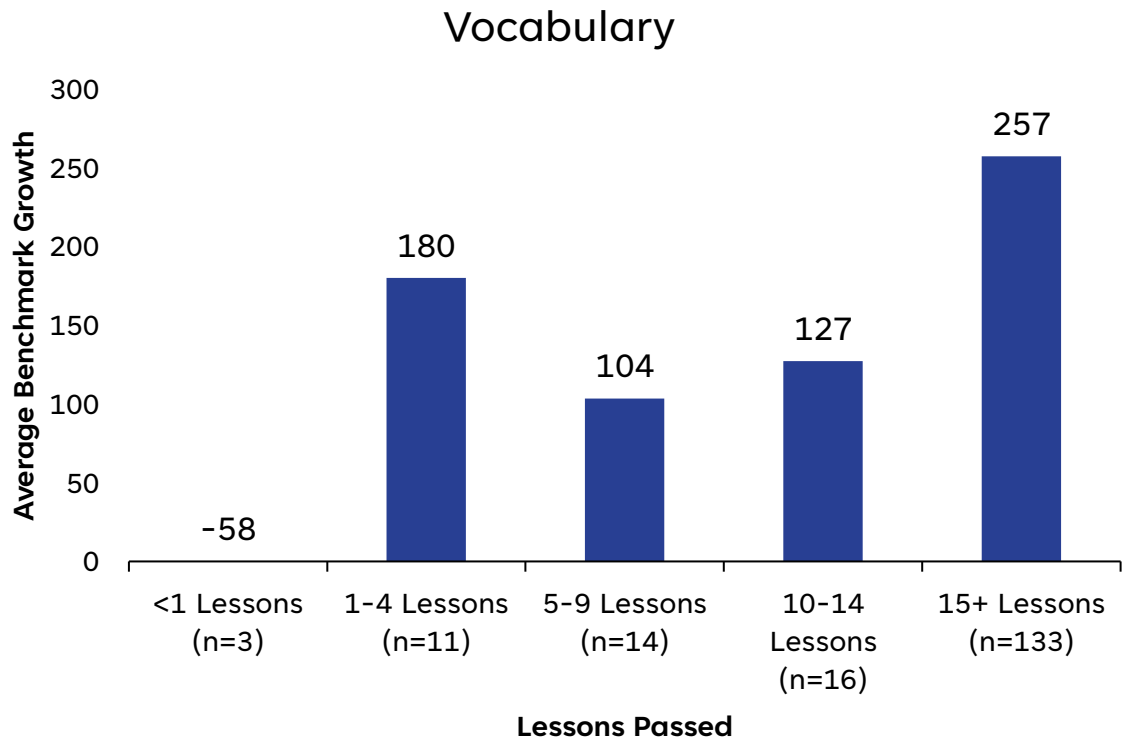
Embedded Benchmark Assessment Growth by Grade Level

Grade Level	# Active Students	Average Hours	Average Lessons Passed	Average Benchmark 1 Score	Average Benchmark 3 Score	Average Growth
K	50	17.5	18	393.3	634.2	240.9
1st	24	20.1	21	539.3	752.7	213.4
2nd	10	22.5	40	699.9	1,138.4	438.5
3rd	12	23.5	41	946.8	1,237.8	291.0
4th	16	29.9	52	1,075.2	1,274.1	198.9
5th	18	24.4	49	905.5	1,147.4	241.9
6th	10	33.0	50	821.9	973.0	151.1
7th	21	23.3	39	1,163.5	1,229.6	66.1
8th	17	26.2	44	912.0	1,147.2	235.2

Benchmark Assessment

Embedded Benchmark Growth by Lessons Passed





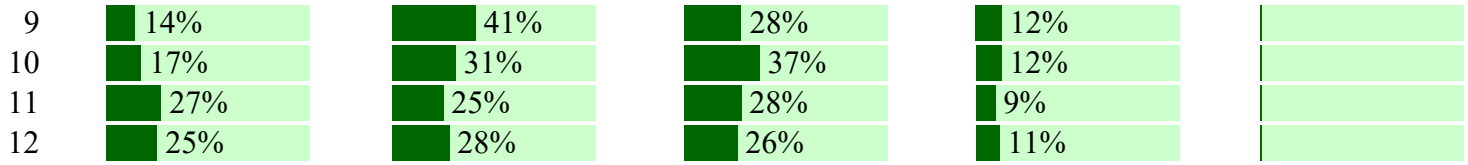
ACCESS for ELLs
Hernando School District

Students: All active **Score Improvement:** Any increase **Dates:** 07/01/2023 - 06/30/2024

Grade	*Count*	*Speaking*	*Listening*	*Reading*	*Writing*	*CPL*	*One Domain*	*Two Domains*	*Three Domains*	*Four Domains*	*Tested Out*
1	7	4	2	4	4	6	1	2	3	-	-
2	51	35	14	46	39	35	4	17	20	9	-
3	67	37	32	42	46	50	12	18	19	13	-
4	67	34	27	47	44	50	13	22	13	14	-
5	58	29	25	37	44	47	9	20	22	5	-
6	64	25	23	40	44	46	11	20	23	3	-
7	46	26	15	28	32	35	7	19	12	5	-
8	67	40	22	43	48	42	7	17	20	13	-
9	78	42	35	50	50	50	11	32	22	9	-
10	59	28	30	34	48	42	10	18	22	7	-
11	64	33	33	24	37	42	17	16	18	6	-
12	53	23	32	27	27	30	13	15	14	6	-
Totals:	681	356	290	422	463	475	115	216	208	90	-

Grade	*Speaking*	*Listening*	*Reading*	*Writing*	*CPL*
1	57%	29%	57%	57%	86%
2	69%	27%	90%	76%	69%
3	55%	48%	63%	69%	75%
4	51%	40%	70%	66%	75%
5	50%	43%	64%	76%	81%
6	39%	36%	62%	69%	72%
7	57%	33%	61%	70%	76%
8	60%	33%	64%	72%	63%
9	54%	45%	64%	64%	64%
10	47%	51%	58%	81%	71%
11	52%	52%	37%	58%	66%
12	43%	60%	51%	51%	57%

Grade	*One Domain*	*Two Domains*	*Three Domains*	*Four Domains*	*Tested Out*
1	14%	29%	43%		
2	8%	33%	39%	18%	
3	18%	27%	28%	19%	
4	19%	33%	19%	21%	
5	16%	34%	38%	9%	
6	17%	31%	36%	5%	
7	15%	41%	26%	11%	
8	10%	25%	30%	19%	


9
14%
41%
28%
12%
10
17%
31%
37%
12%
11
27%
25%
28%
9%
12
25%
28%
26%
11%

PROGRAM EVALUATION/EVALUATION OF SERVICES

Form Completed by: Magen Schlechter, Director of Federal Programs Date: August 10, 2024

1. Why is this program being purchased? What need is the program designed to meet? Provide a description of the program and include any relevant data.

   Four hundred and fifty Imagine Learning Language & Literacy licenses, and one on-site professional learning day will be purchased. The purpose of this purchase is to provide a program for language acquisition for qualifying English Language Learners. Imagine Language & Literacy is the only personalized learning program that accelerates both language and literacy skills development side by side. Direct, explicit, and systematic instruction and practice ensure students learn critical skills in four language domains. The program supports students in becoming proficient in the English Language.

2. Who is the target population?

   The target population is students in grades Kindergarten through 8th grade that have an LY designation according to the WIDA Screeners and Home Language Survey conducted for ESOL Lead teachers. LY students are classified as limited English proficient and enrolled in a program or receiving services that are specifically designed to meet the instructional needs of ELL students, regardless of instructional model/approach.

3. Is the program in the planning or implementation stage? If it has been implemented, how long has it been in place?

   The Imagine Learning Program is in the implementation stage and has been in place since the 21-22 school year.

4. What resources are needed to support the program (e.g., staff, funding, space, time, technology, etc.)?

Year	Resources	Department	Cost
2021-2022	*220 Student Licenses – headphones and laptops*	Federal Programs (Title III)	$19,635.00
2022-2023	*300 Student Licenses – headphones and laptops*	Federal Programs (Title III)	$36,100.00
2023-2024	*450 Student Licenses – headphones and laptops*	Federal Programs (Title III)	$55, 1950
2024-2025	*450 Student Licenses – headphones and laptops*	Federal Programs (Title III)	$55, 1950

5. What are the program's intended outcomes?

   The purpose of the Imagine Learning program is to ensure students become English Language Proficient so the have success on the WIDA ACCESS Assessment and other state assessments, as well have having an overall successful education experience that transfers to college, or career technical education pathways.

PROGRAM EVALUATION/EVALUATION OF SERVICES

6. How do you plan to progress monitor fidelity and effectiveness of the program?

   The ESOL Leads in conjunction with the Director of Federal Programs will review usage and pass rate reports and will work with site-based administrators, classroom teachers, and families to ensure the Imagine Learning program is used with fidelity. Student usage and pass rate data will be reviewed in comparison to the WIDA ACCESS scores.

7. What criteria will be used to judge the program performance?

   Student performance on the WIDA ACCESS assessment will be used to judge the program performance, as well as observational data by classroom teachers will be used to determine program effectiveness.

8. Describe what the program must accomplish to be considered successful (Return on Investment).

   We will know the program is successful based on student growth on the WIDA ACCESS Assessment.

9. Is a program evaluation required at this time? If so, complete data summary sheet.

   Yes, a program evaluation is required. Please see the attached data.

Program Evaluation Data Summary – Imagine Learning 2023-2024

Imagine Learning End-of-Year Data (Handout 1)

During the 2023-2024 school year 382 students actively used the Imagine Learning program with fidelity, using the program for an average of 74-minutes a week. On average students completed 30 lessons with an 81% pass rate.

WIDA ACCESS Growth Data (Handout 2)

Reviewing the available data, each grade levels (K-8th) saw growth between the 2022-2023 and 2023-2024 school year. It is important to note that as students reach proficiency in the English language as determined by the WIDA ACCESS for ELLs assessment they will no longer have access to Imagine Learning. Therefore the growth measure is not a cohort to cohort each year.

Price Quote

100 S. Mill Ave
Suite 1700
Tempe, AZ 85281
877-725-4257

Date	5/29/2024
Quote No.	Q-50205
Acct. No.	12217207
Total	55,195.00
Pricing Expires	09/30/2024

School Board of Hernando County
8050 Mobley Road
Brooksville FL 34601
United States

Payment Term	Contract Start	Contract End
Net 30	12/19/2024	12/18/2025

Site	Description	End Date	Qty
Hernando County School District			
	Imagine Language & Literacy Reusable License	12/18/2025	450
	PD Onsite Package (CW-SUPP) Foundational	12/18/2025	1

Subtotal	55,195.00
Tax Total	0.00
Total	55,195.00

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Standard Terms and Conditions . These Terms and Conditions are available at www.imaginelearning.com/standard-terms-and-conditions, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Imagine Learning's written consent.

School Board of Hernando County
Signature: _____
Print Name: _____
Title: _____
Date: _____

Imagine Learning Representative

Nicole Sowards
Account Executive -
nicole.sowards@imaginelearning.com
imaginethefutureoflearning.com

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

Docusign Envelope ID: 77C7CB48-CEC0-4D66-9A18-C74747B0946A

STANDARD ADDENDUM TO AGREEMENTS WITH THE HERNANDO COUNTY SCHOOL BOARD

WHEREAS, the undersigned has entered into an Agreement or Contract (hereinafter Agreement) with the Hernando County School Board; and,

WHEREAS, the Agreement sets forth the general terms and conditions of the relationship between the parties; and,

WHEREAS, the undersigned acknowledges that the School Board is the contracting authority for the Hernando County School Board and there are certain standard contract terms expected to be in every agreement by the School Board; and,

WHEREAS, the undersigned hereby agrees that these standard terms are part of the Agreement with the School Board.

1. The Contractor hereby agrees to indemnify, defend and hold the School Board harmless from and against any and all damages of any nature whatsoever which are caused or materially contributed to by the negligent, reckless or intentional acts of the Indemnifying Party.

2. To the extent that the agreement requires the School Board to indemnify Contractor, it shall only be to the extent of the limits set forth in section 768.28(5), Florida Statutes. and then only for the negligent or wrongful act or omission of any officer or employee of the School Board acting within the scope of the officer's/employee's office or employment under circumstances in which the state or such agency or subdivision, if a private person, would be liable to the claimant. Further, except as specifically provided herein, the School Board does not waive any defense of sovereign immunity. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by section 768.28 (9), Florida Statutes. Notwithstanding the foregoing, the School Board intends to avail itself of the benefits of section 768.28 and of other statutes and common law governing sovereign immunity to the fullest extent possible. However, in no event will the School Board's liability under this provision exceed the sum of the lesser of the following: (a) the amount paid by the School Board to Contractor or (b) the amounts identified as statutory limits pursuant to section 768.28, Florida Statutes. if applicable. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

3. The parties agree to each pay their own attorneys' fees and costs relating to the negotiation of the Agreement and this Addendum and in relation to any action to enforce the terms of either document.

4. As may be applicable, all persons providing goods or services to the School Board pursuant the Agreement shall undergo the necessary background screening described in section 1012.465, Florida Statutes at their own cost before coming onto School Board property.

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5. If the Agreement requires the expenditure of funds for more than one fiscal year, the Agreement shall be subject to termination by the School Board without cause upon a thirty (30) day notice.

6. Any conflict between the terms of this Addendum and the parties original Agreement or subsequent modifications thereof are to be resolved in favor of this Addendum.

7. The Agreement and this Addendum are to be construed in accordance with the laws of the State of Florida, and the parties hereby agree that performance of the terms and provisions of the Agreement are to be performed solely within the State of Florida. The Parties agree that the Circuit Court for the Fifth Judicial Circuit, Hernando County, Florida (hereinafter "Court"), shall have sole and exclusive jurisdiction to enforce the terms of this Agreement, notwithstanding any provisions in the Agreement to the contrary, and the Parties further agree that they will present any disputes under this Agreement, including, without limitation, any claims for breach or enforcement of this Agreement, exclusively to the Court.

8. The payment obligation of the School Board created by the Agreement is conditioned upon the availability of funds that are appropriated or allocated for the payment of services or products. If such funds are not allocated and available, the Agreement may be terminated by the School Board at the end of the period for which funds are available. The School Board shall notify the Contractor at the earliest possible time before such termination. No penalty shall accrue to the School Board in the event this provision is exercised, and the School Board shall not be obligated or liable for any future payments due or for any damages as a result of such termination.

9. If, and to the extent the agreement provides for the payment of any applicable sales taxes, the Parties acknowledge that the School Board is an entity which is exempt from the same as provided by section 212.08(6), Florida Statutes.

10. The Parties agree that in the event Contractor files for bankruptcy, insolvency or receivership during the term of this agreement, the School Board may, at its option, terminate and cancel said contract, in which event all rights hereunder shall immediately cease and terminate.

11. Neither party shall be liable to the other, nor deemed in default under this Agreement to the extent that such party's performance under this Agreement is rendered impossible, impractical, or prevented by reason of force majeure. For purposes of this Agreement, the term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; labor disputes; civil disorders; fires; floods; hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the term of the Agreement.

12. Notwithstanding any provision to the contrary in the agreement, all payments due from the School Board for non-construction services hereunder shall be governed by the provisions of Chapter 218, Florida Statutes.

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13. If, and to the extent that the agreement provides for reimbursement of travel and related expenses, the Parties agree that such reimbursements shall be subject to the reimbursement schedules contained in section 112.061, Florida Statutes.

14. Contractor confirms that neither it nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any governmental department or agency. This certification is a material representation of fact upon which reliance will be placed when the School Board executes this agreement. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to the other remedies available to School Board, School Board may terminate the Agreement for default by Contractor.

15. E-Verify. Pursuant to section 448.095, Florida Statutes, Contractor shall use the U.S. Department of Homeland Security's E-Verify system https://e-verify.uscis.gov/emp, to verify the employment eligibility of all employees hired during the term of this Agreement. If Contractor enters into a contract with a subcontractor, the subcontractor must provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and the Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement. Failure to comply with this provision is a material breach of the Agreement and the School Board may choose to terminate the Agreement at its sole discretion and seek damages pursuant to Florida Statute. By signing below, Contractor affirms that it is registered with and uses the E-Verify system, is otherwise in compliance with section 448.095, Florida Statutes , and acknowledges that it is required to maintain such compliance throughout the term of any Contract entered between the parties.

16. Public records compliance provisions. Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. The parties recognize that the School Board is a governmental entity, subject to Florida law regarding public access to records under Florida Statute, Chapter 119. As such, the Parties agree that only such information as is exempt and confidential under the provisions of law shall be considered confidential under the Term of this agreement and Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. To the extent Contractor provides School Board any information which it believes is confidential or exempt, Contractor shall notify School Board of the specific information that it believes is confidential, as well as the basis for the exemption. Additionally, to the extent that the Contractor has any obligation to act in agency for the School Board, it shall maintain its records subject to section 119.0701, Fla. Stat. If and to the extent that contractor has access to any other confidential information regarding the School Board (such as security information as contemplated by section 119.071(c), Fla. Stat.), the Contractor agrees to use reasonable measures to maintain the confidentiality of such information.

17. To the extent Contractor maintains information that is subject to a public record request, it shall provide the public access to such records in accordance with, and subject to the applicable statutory terms and fees. Failure to do so will be considered a material breach of the original Agreement resulting in immediate termination with no penalty to School Board, and

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Contractor will indemnify and hold the School Board harmless for any and all damages and expenses suffered as a result of the material breach and contract termination. Contractor must comply with Florida public records laws, including but not limited to chapter 119, Florida Statutes and section 24 of article I of the Constitution of Florida, and specifically agrees to:

a. Keep and maintain public records required by the School Board in order to perform the service under this agreement; and

b. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law; and

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the School Board; and

d. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the contractor or keep and maintain public records required by the School Board to perform the service. If the contractor transfers all public records to the School Board upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 919 N. BROAD STREET, BROOKSVILLE, FL 34601, Jordan_k@hcsb.k12.fl.us or (352) 797-7009.

Notwithstanding any other provisions of law or statutory interpretation, failure of the Contractor to abide by the terms of these public records provisions shall be deemed a material breach of this agreement and the School Board may enforce the terms of this provision in the form of a court proceeding and shall, as a prevailing party, be entitled to reimbursement of all reasonable attorney's fees and costs associated with that proceeding. This provision shall survive any termination or expiration of the contract.

18. If the Contractor receives any student information / records as a result of this agreement, it will maintain any such information / records as confidential and will not release same to any third parties without the express written approval of the School Board, except third parties who are essential to Contractor's delivery of its services to the School Board and who are bound to maintain the confidentiality of student information/records, and prohibited from unauthorized

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redisclosure of such information. Contractor agrees to comply with the Student Online Personal Information Protection Act, section 1006.1494, Florida Statutes. Furthermore, Contractor agrees to maintain and utilize all such student information/records in accordance with the FERPA regulations and only as provided for in the Agreement and this Addendum. If student information/records are requested by way of subpoena or court order, Contractor shall notify the School Board of such request in writing including a copy of the subpoena or order and shall otherwise comply with the FERPA regulations.

19. Contractor agrees to execute an Affidavit Regarding the Use of Coercion for Labor and Services as required by section 787.06(13), Florida Statutes.

20. If the Contractor receives access to an individual's personal identifying information as a result of this agreement, Contractor agrees to provide the School Board with an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not meet any of the criteria in section 287.138(2)(a) to (c), Florida Statutes.

21. Contractor acknowledges that it will comply with all applicable Florida and Federal laws, ordinances, rules and regulations.

Signed and dated by authorized representatives as provided below:

Contractor: Imagine Learning LLC

Signed by:
Kelly Staniec
31FDBC1CC5A349E...

Printed Name: Kelly Staniec

Title: VP, Corporaate Controller

Date: September 10, 2024

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
3:28 pm, Aug 12, 2024

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HERNANDO SCHOOL DISTRICT
Learn it. Love it. Live it.

Federal Terms & Conditions

Provisions for Non-Federal Entity Contracts Under Federal Awards (Appendix II to 2 CFR Part 200)

All purchases made by a non-Federal entity under a Federal award must contain provisions covering the following, as applicable. These provisions are required and apply under certain conditions when federal funds are expended to make purchases by the Hernando County School District.

1. **EQUAL EMPLOYMENT OPPORTUNITY:**
Except as otherwise provided under 41 CFR, Part 60, this section applies to federally assisted construction contracts. If applicable, the Contractor agrees to comply with the provisions of 41 CFR, Part 60-1.4(b) during the performance of this contract. The provisions may be found in Attachment A to these Federal Terms and Conditions.

2. **DAVIS-BACON ACT:**
(34 CFR 80.36(i)(5))**:** All vendors, contractors and subcontractors must comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a–7) as supplemented by Department of Labor regulations (29 CFR part 5). (Construction contracts in excess of $2,000 awarded by grantees and subgrantees when required by Federal grant program legislation). (Applies to construction contracts in excess of $2,000 awarded by the district and subgrantees when required by Federal grant program legislation).

3. **COPELAND "ANTI-KICKBACK" ACT:**
(34 CFR 80.36(i)(4))**:** All vendors, contractors and subcontractors must comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR part 3). (Applies to all contracts and subgrants for construction or repair).

4. **CONTRACT WORK HOURS & SAFETY STANDARDS ACT:**
(34 CFR 80.36(i)(6))**:** All vendors, contractors and subcontractors must comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327–330) as supplemented by Department of Labor regulations (29 CFR part 5). (Applies to all construction contracts awarded by the district and subgrantees in excess of $2000, and in excess of $2500 for other contracts, which involve the employment of mechanics or laborers).

5. **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT:**
If the Federal award meets the definition of "funding agreement", the recipient or sub-recipient must comply with the requirements of 37 CFR Part 401 "Right to Inventions Made by Nonprofit Organization and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements", and any implementing regulations issued by awarding agency.

6. **CLEAN AIR ACT**
(34 CFR 80.36(i)(12))**:** All vendors, contractors and subcontractors must comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 7401-7671q.), section 508 of the Clean Water Act (33 U.S.C. 1251-1387), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).(Applies to contracts, subcontracts, and subgrants of amounts in excess of $100,000).

7. **BYRD ANTI-LOBBYING AMENDMENT:**
Contractors that apply or solicitation for an award of $100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

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8. **RECOVERED MATERIALS:**
Section 6002 (EPA) 40 CFR Part 247: For contracts using Federal funding, Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR, Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to procure items containing the highest percentage of recovered materials as designated by the Environmental Protection Agency (EPA) under 40 CFR, Part 247 whenever the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000.

9. **FEDERAL DEBARMENT CERTIFICATION:**
Certification regarding debarment, suspension, ineligibility and voluntary exclusion, as required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, 85, defined at 34 CFR Part 85, Section 85.105 and 85.110-(ED80-0013).

A. *The prospective lower tier ($25,000) participant certifies, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.*

B. *Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall provide an explanation.*

10. **ADMINISTRATIVE, CONTRACTURAL OR LEGAL REMEDES:**
If the vendor/contractor fails to perform to the district's satisfaction any material requirement of the contract or is in violation of a material provision of the contract, the district shall provide written notice to the contractor requesting that the breach or noncompliance be remedied within a set time frame outlined. Nonperformance by a vendor /contractor is any failure to follow the terms, conditions, and/or specifications as outlined in the contract.

11. **HATCH ACT:**
(5U.S.C. 1501-1508 AND 7324-7328: The vendor/contractor will comply with the provisions of the Hatch Act, which limits the political activities of employees whose principle employment activities are funded in whole or in part with federal funds.

12. **CONTRACT TERMINATION FOR CONVENIENCE:**
The Superintendent (or designee) reserves the right to terminate a vendor's contract in whole or in part when it is determined in its sole discretion that it is in the district's best interest to do so. The Superintendent (or designee) will notify the vendor of the intent to terminate, in writing, at least (30) days prior to the effective date of the termination, and the contract will officially terminate at the end of the (30) day grace period. The vendor shall not be entitled to recover any cancellation charges or lost profits.

13. **CONTRACT TERMINATION FOR CAUSE:**
The Superintendent (or designee) reserves the right to terminate a vendor's contract for just cause, without penalty. The Superintendent (or designee) will notify the vendor of the intent to terminate, in writing, at least (30) days prior to the effective date of the termination, and the contract will officially terminate at the end of the (30) day grace period. The vendor may request reconsideration of this decision in writing at any time during the 30 day grace period. The request must be addressed to the Director of Finance & Purchasing who will initiate an internal review of the matter. If the vendor's input is required as part of the reconsideration process, the vendor will be notified when and where to appear. Requests for reconsideration received after the (30) day grace period will be denied. Upon termination of a contract, the Board reserves the right to rescind and re-award a contract to the next low bidder, if determined to be in the best interest of the district to do so.

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Provisions for Non-Federal Entity Contracts Under Federal Awards
(Federal Program Requirements - USDA)

In addition to the contract provisions required under Appendix II to 2 CFR, Part 200, these provisions are required by the United States Department of Agriculture ("USDA"), as applicable, when federal funds are expended to make purchases by the Hernando County School District.

14. **RECORDS RETENTION:**
(34 CFR 80.36(i)(11))**:** All vendors, contractors and subcontractors must retain all records pertaining to this contract for three years after the District makes final payments and all other pending matters are closed.

15. **CIVIL RIGHTS:**
The Vendor shall comply with Title VI of the Civil Rights Act of 1964, as amended; USDA regulations implementing Title IX of the Education Amendments; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of l975; 7 C.F.R. Parts 15, 15a, and 15b; and FNS Instruction 113-1, Civil Rights Compliance and Enforcement—Nutrition Programs and Activities, and any additions or amendments.

16. **BUY AMERICAN:**
(7 CFR PART 210.21 (D)) - Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a provision, Section 12(n) to the NSLA (42 USC 1760(n)), the District is required to purchase, to the maximum extent practicable, domestic commodity or product. Section 12(n) of the NSLA defines "domestic commodity or product" as an agricultural commodity that is produced in the United States and a food product that is processed in the United States using substantial agricultural commodities that are produced in the United States. "Substantial" means that over 51 percent of the final processed product consists of agricultural commodities that were grown domestically. Products from Guam, American Samoa, Virgin Islands, Puerto Rico, and the Northern Mariana Islands are allowed under this provision as territories of the United States. The Buy American provision (7 CFR Part 210.21(d)) is one of the procurement standards the District must comply with when purchasing commercial food products served in the school meals programs.

17. **ENERGY POLICY AND CONSERVATION ACT:**
Contractor and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

18. **DISCOUNTS, REBATES, AND CREDITS:**
The vendor shall disclose all discounts, rebates, allowances, and incentives received by the company from its suppliers. All goods, services, or monies received as the result of any equipment or USDA Food rebates shall be credited to the District's nonprofit food service account.

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HERNANDO SCHOOL DISTRICT
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Provisions for Non-Federal Entity Contracts Under Federal Awards
(Federal Program Requirements - FEMA)

In addition to the contract provisions required under Appendix II to 2 CFR, Part 200, these provisions are required by the Federal Emergency Management Agency ("FEMA"), as applicable, when federal funds are expended to make purchases by the Hernando County School District.

19. ACCESS TO RECORDS:
The following access to records requirements apply to this contract:

a. The Contractor agrees to provide the District, the State of Florida, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

b. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

c. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

20. DHS SEAL, LOGO, AND FLAGS:
The Contractor shall not use the Department of Homeland Security ("DHS") seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA preapproval.

21. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS:
This is an acknowledgment that FEMA financial assistance will be used to fund the contract only. The Contractor will comply with all applicable federal laws, regulations, executive orders, FEMA policies, procedures, and directives.

22. NO OBLIGATION BY FEDERAL GOVERNMENT:
The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

23. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS:
The Contractor acknowledges the 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

By signing of this document, the vendor/contractor understands and certifies that they are in compliance with and/or will comply with, all the terms and conditions as specifically stated, where applicable. The vendor/contractor understands that Federal Funding Provisions apply to all contracts where Federal funds are used as a source for the purchase of goods and services. The contract/vendor awarded must not take exception to any part of these regulations.

Company Name (Print): Imagine Learning LLC

Date: September 10, 2024

Authorized Signature: Signed by: Kelly Staniec 31FDBC1CC5A349E...

Printed Name: Kelly Staniec

Title: Vice President, Controller

Approved as to Form

Nancy McClain Alfonso

General Counsel, HCSB

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FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in Rule 60A-1.020, F.A.C.

Name of entity is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Kelly Staniec

Title: Vice President, Corporate Controller

Signature: Signed by: Kelly Staniec 31FDBC1CC5A349E... Date: September 10, 2024

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
12:28 pm, Aug 13, 2024

Docusign Envelope ID: 77C7CB48-CEC0-4D66-9A18-C74747B0946A

State of Florida

Affidavit Regarding the Use of Coercion for Labor and Services

Respondent Vendor Name: Imagine Learning LLC

Vendor FEIN: 45-1565841

Vendor's Authorized Representative Name and Title: Kelly Staniec VP, Corporate Controller

Address: 100 S Mill Avenue Suite 1700

City: Tempe State: AZ ZIP: 85281

Phone Number: 877-725-4257

Email Address: bids@imaginelearning.com

Section 787.06(13), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute.

The Hernando County School District, Florida is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of Respondent, I certify that the company identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: Signed by: Kelly Staniec 31FDBC1CC5A349E... _____

AUTHORIZED SIGNATURE

Print Name and Title: Kelly Staniec Vice President, Corporate Controller

Date: September 10, 2024

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
12:27 pm, Aug 13, 2024

Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: Title III

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project
	4410E	5100	3690	9462	92500	

Original Approved Budget	+ / - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 67,695.00	$ 0	$ 0	$ 67,695.00	$ 55,195.00	$ 12,500.00

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ / - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$	$	$	$	$

B. Item Currently Not Budgeted -**

Funding Source: _____

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

Funding Source: _____

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ☑
New for Current Year: ☐

Prior Year Approved Budget: $ 551,95.00
Prior Year Actual Spent: $ 55,195.00

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 26. 25-2570 9/24/2024

Title and Board Action Requested
Award Bid #2024-EK8-001, Roof Replacement for Explorer K-8 to Springer-Peterson Roofing and Sheet Metal, Inc. and approve the contract and the purchase of construction goods and services for $2,694,930.00 using half-cent funds.

Executive Summary
The Director of Facilities and Construction, on behalf of the Superintendent of Schools, hereby requests the Board award Bid #2024-EK8-001, Roof Replacement for Explorer K-8 to Springer-Peterson Roofing and Sheet Metal, Inc. and approve the contract and the purchase of construction goods and services for $2,694,930.00 using half-cent funds.

My Contact
Brian Ragan
Director of Facilities & Construction
ragan_b@hcsb.k12.fl.us
352-797-7050

2023-28 Strategic Focus Area
Priority 3: Safe and Healthy Learning Environment

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

ADVERTISEMENT FOR BIDS

PROJECT NAME: **Explorer K-8 Roof Replacement**

PROJECT ADDRESS. **10252 Northcliffe Blvd**
Spring Hill, FL 34608

OWNER: **HERNANDO COUNTY SCHOOL BOARD**
919 Broad Street
Brooksville, FL 34601

ESTIMATED COST: **$1,458,000.00**

PROJECT DESCRIPTION: **Partial Roof Replacement Project**

BID DATE: Sealed Bids are due from PRE-QUALIFIED **Roofing Contractors** on **August 22, 2024, at 11:00 AM** at the Facilities & Construction Department, Hernando County School Board, 8016 Mobley Rd., Brooksville, FL 34601, where they will be opened publicly and read aloud. Late bids will be considered non-responsive. Sealed bids shall clearly display the Project Name, Project Address, and Owner's name and address. When required by the Bid Documents, bids shall contain a bid bond or other bid security in the amount of 5% of the base bid.

Drawings, Specifications, Addenda and other bidding documents may be viewed and/or downloaded as Adobe.pdf files through the internet, free of charge, by contacting the Design Professional shown below and obtaining the internet link needed to access the project information. **All prospective bidders must register as a plan-holder with the Design Professional shown below,** to be notified by email of any future announcements or addenda which may affect bidding for this project.

In addition, prospective bidders are encouraged to register on the school district's BidNet Direct web page at www.bidnetdirect.com/florida/hernandoschools to receive information related to this bid.

Only full sets will be issued and can be obtained, starting on the initial Advertisement for Bid date, by a written or emailed request to:

Mark E. Renninger REI
Engineers, Inc
9720 Princess Palm Ave, Tampa, FL 33619
mrenninger@reiengineers.com
813-944-2137

No partial sets will be issued; no sets will be issued to sub-bidders by the Design Professional.

Prospective bidders or their representatives are required to attend a **MANDATORY PRE-BID MEETING** at the Project Address on **August 6, 2024, at 10:00 AM**. Existing conditions may be observed immediately afterward. **The last day for prospective bidders to submit questions is August 9, 2024.**

The Design Professional will conduct the meeting and the Owner will review the eligibility of prospective bidders. **Prospective bidders who have not contracted with the School Board within two years prior to the scheduled bid opening date are encouraged to bring a completed Contractor's Qualification Statement (AIA Form A305) to this meeting.**

The Hernando County School Board reserves the right to waive any minor irregularities and technicalities. Bidders are hereby notified that failure to file a bid protest within the time and manner prescribed by the Florida Statutes shall constitute a waiver of any right to protest the award.

Published in the Tampa Bay Times on **July 21, July 28, and August 4 of 2024**

ENGINEERS

August 23, 2024

Hernando County School Board
8016 Mobley Road
Brooksville, FL 34601

Attention: Desmond Maner
Facilities Construction Project Manager

Reference: Contract Award Recommendation
Explorer K-8 Roof Replacement
REI Project No. 024TPA-001

Dear Mr. Maner:

Bids were opened at 11:00 AM on Thursday, August 22, 2024 for the above referenced project. Springer-Peterson Roofing & Sheet Metal submitted the lowest total combined bid in the amount of $2,694,930.00 for total replacement using a PVC Membrane.

REI Engineer's estimated construction cost for the project was $3,151,000.00; therefore, REI recommends this project be awarded to Springer-Peterson Roofing & Sheet Metal in the amount of $2,694,930.00.

Please contact our office if you have any questions regarding the bidding and awarding of this project.

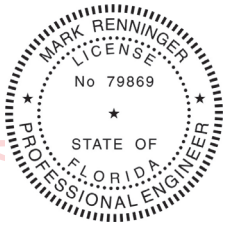
Sincerely,

REI Engineers

Mark Renninger, PE, RRC,
Senior Project Engineer

Enc: Certified Bid Tabulation
Copy of Springer-Peterson Roofing & Sheet Metal Bid Form

Mark Edward Renninger
This item has been digitally signed and sealed by Mark Renninger on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified .on any electronic copies
'00'04- 12:33:31 2024.08.27



HERNANDO SCHOOL DISTRICT
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PUBLIC BID OPENING – BID TABULATION

BID TITLE: Explorer K-8 Roof Replacement
BID NUMBER: 2024-EK8-001
DATE & TIME: August 22, 2024, 11:00am

BIDDER'S NAME	BID BOND (Y/N)	ALL ADDEN (Y/N)	BASE BID	UNIT COSTS / ALLOWANCES (INCLUDED IN BASE BID)		ALTERNATES (ADDED TO OR DEDUCTED FROM BASE BID)	
				UNIT COST No. 1	UNIT COST No. 2	ALTERNATE No. 1	ALTERNATE No. 2
Advanced Roofing	Y	Y	$1,738,817.00	$15.00	$4.00	$1,969.706.00	$1,730,110.00
Allied Roofing	NO BID	N/A	NO BID	NO BID	NO BID	NO BID	NO BID
Atlas Roofing	Y	Y	$1,452,000.00	$6.50	$2.50	$1,752,000.00	$1,762,000.00
Protect Roofing	NO BID	N/A	NO BID	NO BID	NO BID	NO BID	NO BID
Ryman Roofing	NO BID	N/A	NO BID	NO BID	NO BID	NO BID	NO BID
Southern Roofing	NO BID	N/A	NO BID	NO BID	NO BID	NO BID	NO BID
Spring Peterson	Y	Y	$1,518,429.00	$12.00	$5.50	$1,176,501.00	$2,055,119.00
			$	$	$	$	$
			$	$	$	$	$
			$	$	$	$	$

Opened and read aloud by: Desmond Maner (Printed Name) _____ (Signature)

Witnessed and tabulated by: Edith Gutierrez (Printed Name) _____ (Signature)

No. of bids solicited: 7

No. of bids received: 3

No. of late bids: 0

No. of declined bids: 1

DATE: 8/20/2024
(Date of Proposal)

FROM: Springer-Peterson Roofing & Sheet Metal Inc.
(Name of Bidder's Company)

PO Box 1648
(Mailing Address)

Eaton Park, FL 33840
(City, State, Zip)

kyle@springerpeterson.com
(E-mail Address of Contact Person)

863.581.2470
(Phone Number of Contact Person)

TO: **Hernando County School Board**
Attn: Facilities & Construction Department
8016 Mobley Road
Brooksville, Florida 34601

The undersigned Bidder, having carefully examined the premises and conditions affecting the Work, the Instructions to Bidders, the Form of Agreement and Conditions of the Contract, and other Contract Documents for:

Project: **Explorer K-8**
10252 Northcliffe Blvd, Spring Hill, FL 34608

Issue Date: July 22, 2024

as prepared by: **REI Engineers, Inc** does hereby propose to furnish all labor, materials, equipment and services required for the proper execution and completion of the work described and called for in said Documents for the lump sum(s) as indicated herein below:

BASE BID:

One million five hundred eighteen thousand four hundred twenty-nine Dollars $ 1,518,429.00
(State amount in words)

The Base Bid amount above includes an allowance for Owner's contingency in the amount of: **$20,000.00.**

This proposal covers all expenses, including applicable license fees and all taxes levied in connection with the Work.

UNIT PRICES
Refer to Contract Documents for a complete description of items requiring unit pricing. The undersigned bidder agrees that, if awarded the Contract for the Work, this unit pricing shall be the basis for determining the cost of any proposed changes to the Work and for determining the amount of final payment.

[Unit Price No. 01 – LWIC Replacement]

$ 12.00 *(Unit Cost)* **[500 SF]** *(Est. Qty.)* $ 6,000.00 *(Total Amount)*

[Unit Price No. 02 – Wood Nailer Replacement]

$ 5.50 *(Unit Cost)* **[850 BF]** *(Est. Qty.)* $ 4,675.00 *(Total Amount)*

[Design Professional to edit this section as required for Alternate(s). Omit this section if Alternates are not specified in the Bid Documents]

ALTERNATES
Refer to Contract Documents for a complete description of any alternate(s) that may be required. Indicate by checkmark whether the amount of the alternate is to be added to or deducted from the amount of the Base Bid for each of the following:

[ALTERNATE No. 01 – Replace All Roof Areas with specified PVC Roof System]

One million one hundred seventy-six thousand five hundred one Dollars $ 1,176,501.00
(State amount in words)
☒ Add ☐ Deduct

[ALTERNATE No. 02 – Replace All Roof Areas with specified Modified Bitumen Roof System]

Two million fifty-five thousand one hundred nineteen Dollars $ 2,055,119.00
(State amount in words)
☒ Add ☐ Deduct

ADDENDA
Receipt of the following Addenda are hereby acknowledged as follows:

ADDENDUM NO. 1, dated 8/9/2024.

ADDENDUM NO. 2, dated 8/14/2024.

ADDENDUM NO. _____, dated _____.

LIST OF SUBCONTRACTORS
The undersigned Bidder hereby indicates their intent to either self-perform the work OR subcontract with each of the major subcontractors listed below.

TRADE	CHECK IF SELF-PERFORMED	SUBCONTRACTOR NAME/ADDRESS	LICENSE No.
Roofing	☒	Springer-Peterson	
Electrical	☐	G&G Electric Inc 2920 Parkway St Lakeland, Fl 33811	EC13002278
Plumbing	☐	James Greco Plumbing 201 Hidden Lake Dr Brandon, Fl 33511	CFC1432404
	☐		

COMPLETION TIME

The undersigned Bidder agrees to substantially complete the Work within 180 calendar days, Sundays and Holidays included, and to complete any portions of the Work designated for earlier completion within the times established in the contract documents.

Bidder further agrees that the Work shall be fully completed and ready for final acceptance in accordance with the contract documents within **210** calendar days, Sundays and Holidays included, such time to commence on the date of substantial completion or receipt of the punch list, whichever date occurs last.

For each calendar day past the scheduled date of **Substantial Completion** until Substantial Completion is actually achieved, liquidated damages will be due to the Owner. This amount shall be **$300.00** per day. Any justified delays during construction shall be documented with each pay application. If unjustified delays are submitted, they will not be considered.

For each calendar day past the scheduled date of **Final Completion** until the Work is fully completed and ready for final acceptance, liquidated damages will be due to the Owner. This amount shall be **$25.00** per day. Any justified delays during this period shall be documented with each pay application. If unjustified delays are submitted, they will not be considered.

MISCELLANEOUS PROVISIONS

The undersigned Bidder hereby acknowledges the provisions of Florida Statute 287.133 pertaining to public entity crimes, which states as follows:

"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list."

This proposal shall remain in force and effect for a period of **sixty (60)** calendar days from the time of opening of this Proposal. The Bidder will not revoke, cancel or withdraw this Proposal within the said sixty (60) calendar days.
In witness whereof, the Bidder, a Corporation,
(Sole Proprietor, Corporation, Limited Liability Partnership, etc.)

Licensed and incorporated in the State of Florida, has hereunto set his or her signature and affixed his or her seal this 19th day of August, 2024.

FOR Springer-Peterson Roofing & Sheet Metal, Inc.
(Legal Name of Business)

BY: Daniel Bostwick President
(Typed/Printed Name and Title of Officer or Authorized Agent)

(SEAL)

(Signature)

WITNESSED BY: Kyle Wise,
(Typed/Printed Name of Witness)

(Signature)

Liberty Mutual. SURETY

Bid Bond

CONTRACTOR:
(Name, legal status and address)
Springer-Peterson Roofing & Sheet Metal Inc.

P.O. Box 1648
Eaton Park, FL. 33840

SURETY:
(Name, legal status and principal place of business)
The Ohio Casualty Insurance Company
175 Berkley St.
Bosotn, MA 02116

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)
Hernando County School Board

919 Broad Street
Brooksville, FL 34601

MAILING ADDRESS FOR NOTICES:
Liberty Mutual Surety Claims
P.O. Box 34526
Seattle, WA 98124

BOND AMOUNT: 5% Five Percent of Bid Amount

PROJECT:
(Name, location or address, and Project number, if any)
Explorer K-8 Roof Replacement

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 15 day of August, 2024.

(Witness)

Springer-Peterson Roofing & Sheet Metal Inc.
(Contractor as Principal) *(Seal)*

(Title)

(Witness)

The Ohio Casualty Insurance Company
(Surety)

(Title) Taylor Wagner

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual. SURETY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8210665-984127**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Daniel F. Wagner Jr., Taylor Wagner

all of the city of Lakeland state of FL each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 24th day of August, 2023.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: _____
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 24th day of August, 2023 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.

Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: _____
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 15 day of August, 2024.

By: _____
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Twenty-fourth day of September in the year Two Thousand Twenty-four
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

The School District of Hernando County Florida
8016 Mobley Road
Brooksville, FL 34601

and the Contractor:
(Name, legal status, address and other information)

Springer-Peterson Roofing & Sheet Metal, Inc.
P O Box 1648
Eaton Park, FL 33840

for the following Project:
(Name, location and detailed description)

Explorer K-8 Roof Replacement
Replacement of roofing membrane

The Architect:
(Name, legal status, address and other information)

REI Engineers, Inc.
9720 Princess Palm Ave.
Tampa, FL 33619

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.
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TABLE OF ARTICLES

1 THE CONTRACT DOCUMENTS

2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:
(Check one of the following boxes.)

[ ] The date of this Agreement.

[X] A date set forth in a notice to proceed issued by the Owner.

[ ] Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:
(Check one of the following boxes and complete the necessary information.)

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[X] Not later than Two-hundred ten (210) calendar days from the date of commencement of the Work.

[ ] By the following date:

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Two Million Six Hundred Ninety-four Thousand Nine Hundred Thirty Dollars and Zero Cents ($ 2,694,930.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
Add Alternate Number 1	$1,176,501.00

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.
(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A	N/A	N/A

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
Owner's Contingency	$ 20,000.00

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit ($0.00)
Unit Price Number 1	SF	$12.00
Unit Price Number 2	BF	$5.50

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

Three-hundred dollars ($300.00) per calendar day

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

Init.
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ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

The twenty-fifth (25th) day of the month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the twenty-fifth day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than forty-five (45) days after the Architect receives the Application for Payment.
(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

.1 That portion of the Contract Sum properly allocable to completed Work;

.2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and

.3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

.1 The aggregate of any amounts previously paid by the Owner;

.2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;

.3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;

.4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and

.5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:
(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Five percent (5%)

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User Notes: (1315207526)

§ 5.1.7.1.1 The following items are not subject to retainage:
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

Retainage shall not be reduced prior to Substantial Completion.

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:
(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

.1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and

.2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

Within 10 days following Final Acceptance at a regularly scheduled School Board meeting.

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.
(Insert rate of interest agreed upon, if any.)

2.0 % Two percent

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

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§ 6.2 Binding Dispute Resolution
For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:
(Check the appropriate box.)

[ ] Arbitration pursuant to Section 15.4 of AIA Document A201–2017

[X] Litigation in a court of competent jurisdiction

[ ] Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION
§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:
(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

The Owner shall pay reasonable and documented costs only for that portion of Work completed at the time of termination, as determined by the Architect/Engineer of Record. Such costs shall be based on a subsequent Schedule of Values approved by the Architect/Engineer of Record.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS
§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:
(Name, address, email address, and other information)

John Williams
Manager of Design & Construction
8016 Mobley Road
Brooksville, FL 34601
Williams_j@hcsb.k12.fl.us

§ 8.3 The Contractor's representative:

Daniel Boatwright, President
PO Box 1648. Eaton Park, Fl 33840
Daniel@springerpeterson.com

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§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with AIA Document E203–2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

Contractor shall plan the Work to avoid disruption of school activities, teaching and learning. The Contractor shall schedule the Work with the input of the school principal and/or site administrator and the Facilities Representative, to ensure that work activities are coordinated with the school's schedule

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
.2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
.3 AIA Document A201™–2017, General Conditions of the Contract for Construction
.4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Agreement.)

.5 Drawings

Number	Title	Date
Per Exhibit B	Per Exhibit B	July 12, 2024

.6 Specifications

Section	Title	Date	Pages
Project Manual	Explorer K-8 Roof Replacement	July 12, 2024	259

.7 Addenda, if any:

Number	Date	Pages
Addendum 1	August 9, 2024	1
Addendum 2	August 14, 2024	37

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Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[ ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

[ ] The Sustainability Plan:

Title	Date	Pages

[X] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
AIA A201-2017	General Conditions of the Contract for Construction	2017	39

.9 Other documents, if any, listed below:
(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

EXHIBIT A - AIA Insurance and Bonds
EXHIBIT B – Enumeration of Drawings
EXHIBIT C - HCSB Contractor's Insurance and Bond Requirements
EXHIBIT D - HCSB Standard Addendum to Agreements
EXHIBIT E - HCSB Conflict of Interest Form
EXHIBIT F – HCSB Coercion for Labor Affidavit

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*	**CONTRACTOR** *(Signature)*
(Printed name and title)	Daniel Boatwright President *(Printed name and title)*

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AIA® Document A201® – 2017

General Conditions of the Contract for Construction

for the following PROJECT:
(Name and location or address)

Explorer K-8 Roof Replacement
Explorer K-8
10252 Northcliffe Blvd.
Springhill, FL 34608

THE OWNER:
(Name, legal status and address)

School District of Hernando County Florida
8016 Mobley Road
Brooksville, FL 34601

THE ARCHITECT:
(Name, legal status and address)

REI Engineers, Inc.
9720 Princess Palm Ave.
Tampa, FL 33619

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

For guidance in modifying this document to include supplementary conditions, see AIA Document A503™, Guide for Supplementary Conditions.

TABLE OF ARTICLES

1 GENERAL PROVISIONS
2 OWNER
3 CONTRACTOR
4 ARCHITECT
5 SUBCONTRACTORS
6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS
7 CHANGES IN THE WORK
8 TIME
9 PAYMENTS AND COMPLETION
10 PROTECTION OF PERSONS AND PROPERTY
11 INSURANCE AND BONDS
12 UNCOVERING AND CORRECTION OF WORK
13 MISCELLANEOUS PROVISIONS

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14 TERMINATION OR SUSPENSION OF THE CONTRACT

15 CLAIMS AND DISPUTES

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INDEX

(Topics and numbers in bold are Section headings.)

Acceptance of Nonconforming Work
9.6.6, 9.9.3, **12.3**
Acceptance of Work
9.6.6, 9.8.2, 9.9.3, 9.10.1, 9.10.3, 12.3
Access to Work
3.16, 6.2.1, 12.1
Accident Prevention
10
Acts and Omissions
3.2, 3.3.2, 3.12.8, 3.18, 4.2.3, 8.3.1, 9.5.1, 10.2.5, 10.2.8, 13.3.2, 14.1, 15.1.2, 15.2
Addenda
1.1.1
Additional Costs, Claims for
3.7.4, 3.7.5, 10.3.2, 15.1.5
Additional Inspections and Testing
9.4.2, 9.8.3, 12.2.1, **13.4**
Additional Time, Claims for
3.2.4, 3.7.4, 3.7.5, 3.10.2, 8.3.2, **15.1.6**
Administration of the Contract
3.1.3, **4.2**, 9.4, 9.5
Advertisement or Invitation to Bid
1.1.1
Aesthetic Effect
4.2.13
Allowances
3.8
Applications for Payment
4.2.5, 7.3.9, 9.2, **9.3**, 9.4, 9.5.1, 9.5.4, 9.6.3, 9.7, 9.10
Approvals
2.1.1, 2.3.1, 2.5, 3.1.3, 3.10.2, 3.12.8, 3.12.9, 3.12.10.1, 4.2.7, 9.3.2, 13.4.1
Arbitration
8.3.1, 15.3.2, **15.4**
ARCHITECT
4
Architect, Definition of
4.1.1
Architect, Extent of Authority
2.5, 3.12.7, 4.1.2, 4.2, 5.2, 6.3, 7.1.2, 7.3.4, 7.4, 9.2, 9.3.1, 9.4, 9.5, 9.6.3, 9.8, 9.10.1, 9.10.3, 12.1, 12.2.1, 13.4.1, 13.4.2, 14.2.2, 14.2.4, 15.1.4, 15.2.1
Architect, Limitations of Authority and Responsibility
2.1.1, 3.12.4, 3.12.8, 3.12.10, 4.1.2, 4.2.1, 4.2.2, 4.2.3, 4.2.6, 4.2.7, 4.2.10, 4.2.12, 4.2.13, 5.2.1, 7.4, 9.4.2, 9.5.4, 9.6.4, 15.1.4, 15.2
Architect's Additional Services and Expenses
2.5, 12.2.1, 13.4.2, 13.4.3, 14.2.4
Architect's Administration of the Contract
3.1.3, 3.7.4, 15.2, 9.4.1, 9.5
Architect's Approvals
2.5, 3.1.3, 3.5, 3.10.2, 4.2.7
Architect's Authority to Reject Work
3.5, 4.2.6, 12.1.2, 12.2.1
Architect's Copyright
1.1.7, 1.5
Architect's Decisions
3.7.4, 4.2.6, 4.2.7, 4.2.11, 4.2.12, 4.2.13, 4.2.14, 6.3, 7.3.4, 7.3.9, 8.1.3, 8.3.1, 9.2, 9.4.1, 9.5, 9.8.4, 9.9.1, 13.4.2, 15.2
Architect's Inspections
3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.8.3, 9.9.2, 9.10.1, 13.4
Architect's Instructions
3.2.4, 3.3.1, 4.2.6, 4.2.7, 13.4.2
Architect's Interpretations
4.2.11, 4.2.12
Architect's Project Representative
4.2.10
Architect's Relationship with Contractor
1.1.2, 1.5, 2.3.3, 3.1.3, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 3.4.2, 3.5, 3.7.4, 3.7.5, 3.9.2, 3.9.3, 3.10, 3.11, 3.12, 3.16, 3.18, 4.1.2, 4.2, 5.2, 6.2.2, 7, 8.3.1, 9.2, 9.3, 9.4, 9.5, 9.7, 9.8, 9.9, 10.2.6, 10.3, 11.3, 12, 13.3.2, 13.4, 15.2
Architect's Relationship with Subcontractors
1.1.2, 4.2.3, 4.2.4, 4.2.6, 9.6.3, 9.6.4, 11.3
Architect's Representations
9.4.2, 9.5.1, 9.10.1
Architect's Site Visits
3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.5.1, 9.9.2, 9.10.1, 13.4
Asbestos
10.3.1
Attorneys' Fees
3.18.1, 9.6.8, 9.10.2, 10.3.3
Award of Separate Contracts
6.1.1, 6.1.2
Award of Subcontracts and Other Contracts for Portions of the Work
5.2
Basic Definitions
1.1
Bidding Requirements
1.1.1
Binding Dispute Resolution
8.3.1, 9.7, 11.5, 13.1, 15.1.2, 15.1.3, 15.2.1, 15.2.5, 15.2.6.1, 15.3.1, 15.3.2, 15.3.3, 15.4.1
Bonds, Lien
7.3.4.4, 9.6.8, 9.10.2, 9.10.3
Bonds, Performance, and Payment
7.3.4.4, 9.6.7, 9.10.3, **11.1.2**, 11.1.3, **11.5**
Building Information Models Use and Reliance
1.8
Building Permit
3.7.1
Capitalization
1.3
Certificate of Substantial Completion
9.8.3, 9.8.4, 9.8.5

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Certificates for Payment
4.2.1, 4.2.5, 4.2.9, 9.3.3, **9.4**, 9.5, 9.6.1, 9.6.6, 9.7, 9.10.1, 9.10.3, 14.1.1.3, 14.2.4, 15.1.4
Certificates of Inspection, Testing or Approval
13.4.4
Certificates of Insurance
9.10.2
Change Orders
1.1.1, 3.4.2, 3.7.4, 3.8.2.3, 3.11, 3.12.8, 4.2.8, 5.2.3, 7.1.2, 7.1.3, **7.2**, 7.3.2, 7.3.7, 7.3.9, 7.3.10, 8.3.1, 9.3.1.1, 9.10.3, 10.3.2, 11.2, 11.5, 12.1.2
Change Orders, Definition of
7.2.1
CHANGES IN THE WORK
2.2.2, 3.11, 4.2.8, **7**, 7.2.1, 7.3.1, 7.4, 8.3.1, 9.3.1.1, 11.5
Claims, Definition of
15.1.1
Claims, Notice of
1.6.2, 15.1.3
CLAIMS AND DISPUTES
3.2.4, 6.1.1, 6.3, 7.3.9, 9.3.3, 9.10.4, 10.3.3, **15**, 15.4
Claims and Timely Assertion of Claims
15.4.1
Claims for Additional Cost
3.2.4, 3.3.1, 3.7.4, 7.3.9, 9.5.2, 10.2.5, 10.3.2, **15.1.5**
Claims for Additional Time
3.2.4, 3.3.1, 3.7.4, 6.1.1, 8.3.2, 9.5.2, 10.3.2, **15.1.6**
Concealed or Unknown Conditions, Claims for
3.7.4
Claims for Damages
3.2.4, 3.18, 8.3.3, 9.5.1, 9.6.7, 10.2.5, 10.3.3, 11.3, 11.3.2, 14.2.4, 15.1.7
Claims Subject to Arbitration
15.4.1
Cleaning Up
3.15, 6.3
Commencement of the Work, Conditions Relating to
2.2.1, 3.2.2, 3.4.1, 3.7.1, 3.10.1, 3.12.6, 5.2.1, 5.2.3, 6.2.2, 8.1.2, 8.2.2, 8.3.1, 11.1, 11.2, **15.1.5**
Commencement of the Work, Definition of
8.1.2
Communications
3.9.1, **4.2.4**
Completion, Conditions Relating to
3.4.1, 3.11, 3.15, 4.2.2, 4.2.9, 8.2, 9.4.2, 9.8, 9.9.1, 9.10, 12.2, 14.1.2, 15.1.2
COMPLETION, PAYMENTS AND
9
Completion, Substantial
3.10.1, 4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, 9.8, 9.9.1, 9.10.3, 12.2, 15.1.2
Compliance with Laws
2.3.2, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 9.6.4, 10.2.2, 13.1, 13.3, 13.4.1, 13.4.2, 13.5, 14.1.1, 14.2.1.3, 15.2.8, 15.4.2, 15.4.3
Concealed or Unknown Conditions
3.7.4, 4.2.8, 8.3.1, 10.3
Conditions of the Contract
1.1.1, 6.1.1, 6.1.4
Consent, Written
3.4.2, 3.14.2, 4.1.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3, 13.2, 15.4.4.2
Consolidation or Joinder
15.4.4
CONSTRUCTION BY OWNER OR BY
SEPARATE CONTRACTORS
1.1.4, **6**
Construction Change Directive, Definition of
7.3.1
Construction Change Directives
1.1.1, 3.4.2, 3.11, 3.12.8, 4.2.8, 7.1.1, 7.1.2, 7.1.3, **7.3**, 9.3.1.1
Construction Schedules, Contractor's
3.10, 3.11, 3.12.1, 3.12.2, 6.1.3, 15.1.6.2
Contingent Assignment of Subcontracts
5.4, 14.2.2.2
Continuing Contract Performance
15.1.4
Contract, Definition of
1.1.2
CONTRACT, TERMINATION OR
SUSPENSION OF THE
5.4.1.1, 5.4.2, 11.5, **14**
Contract Administration
3.1.3, 4, 9.4, 9.5
Contract Award and Execution, Conditions Relating to
3.7.1, 3.10, 5.2, 6.1
Contract Documents, Copies Furnished and Use of
1.5.2, 2.3.6, 5.3
Contract Documents, Definition of
1.1.1
Contract Sum
2.2.2, 2.2.4, 3.7.4, 3.7.5, 3.8, 3.10.2, 5.2.3, 7.3, 7.4, **9.1**, 9.2, 9.4.2, 9.5.1.4, 9.6.7, 9.7, 10.3.2, 11.5, 12.1.2, 12.3, 14.2.4, 14.3.2, 15.1.4.2, **15.1.5**, **15.2.5**
Contract Sum, Definition of
9.1
Contract Time
1.1.4, 2.2.1, 2.2.2, 3.7.4, 3.7.5, 3.10.2, 5.2.3, 6.1.5, 7.2.1.3, 7.3.1, 7.3.5, 7.3.6, 7, 7, 7.3.10, 7.4, 8.1.1, 8.2.1, 8.2.3, 8.3.1, 9.5.1, 9.7, 10.3.2, 12.1.1, 12.1.2, 14.3.2, 15.1.4.2, 15.1.6.1, 15.2.5
Contract Time, Definition of
8.1.1
CONTRACTOR
3
Contractor, Definition of
3.1, 6.1.2
Contractor's Construction and Submittal
Schedules
3.10, 3.12.1, 3.12.2, 4.2.3, 6.1.3, 15.1.6.2

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Contractor's Employees
2.2.4, 3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6, 10.2, 10.3, 11.3, 14.1, 14.2.1.1
Contractor's Liability Insurance
11.1
Contractor's Relationship with Separate Contractors and Owner's Forces
3.12.5, 3.14.2, 4.2.4, 6, 11.3, 12.2.4
Contractor's Relationship with Subcontractors
1.2.2, 2.2.4, 3.3.2, 3.18.1, 3.18.2, 4.2.4, 5, 9.6.2, 9.6.7, 9.10.2, 11.2, 11.3, 11.4
Contractor's Relationship with the Architect
1.1.2, 1.5, 2.3.3, 3.1.3, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 3.4.2, 3.5.1, 3.7.4, 3.10, 3.11, 3.12, 3.16, 3.18, 4.2, 5.2, 6.2.2, 7, 8.3.1, 9.2, 9.3, 9.4, 9.5, 9.7, 9.8, 9.9, 10.2.6, 10.3, 11.3, 12, 13.4, 15.1.3, 15.2.1
Contractor's Representations
3.2.1, 3.2.2, 3.5, 3.12.6, 6.2.2, 8.2.1, 9.3.3, 9.8.2
Contractor's Responsibility for Those Performing the Work
3.3.2, 3.18, 5.3, 6.1.3, 6.2, 9.5.1, 10.2.8
Contractor's Review of Contract Documents
3.2
Contractor's Right to Stop the Work
2.2.2, 9.7
Contractor's Right to Terminate the Contract
14.1
Contractor's Submittals
3.10, 3.11, 3.12, 4.2.7, 5.2.1, 5.2.3, 9.2, 9.3, 9.8.2, 9.8.3, 9.9.1, 9.10.2, 9.10.3
Contractor's Superintendent
3.9, 10.2.6
Contractor's Supervision and Construction Procedures
1.2.2, 3.3, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4, 7.1.3, 7.3.4, 7.3.6, 8.2, 10, 12, 14, 15.1.4
Coordination and Correlation
1.2, 3.2.1, 3.3.1, 3.10, 3.12.6, 6.1.3, 6.2.1
Copies Furnished of Drawings and Specifications
1.5, 2.3.6, 3.11
Copyrights
1.5, **3.17**
Correction of Work
2.5, 3.7.3, 9.4.2, 9.8.2, 9.8.3, 9.9.1, 12.1.2, **12.2**, 12.3, 15.1.3.1, 15.1.3.2, 15.2.1
Correlation and Intent of the Contract Documents
1.2
Cost, Definition of
7.3.4
Costs
2.5, 3.2.4, 3.7.3, 3.8.2, 3.15.2, 5.4.2, 6.1.1, 6.2.3, 7.3.3.3, 7.3.4, 7.3.8, 7.3.9, 9.10.2, 10.3.2, 10.3.6, 11.2, 12.1.2, 12.2.1, 12.2.4, 13.4, 14
Cutting and Patching
3.14, 6.2.5
Damage to Construction of Owner or Separate Contractors
3.14.2, 6.2.4, 10.2.1.2, 10.2.5, 10.4, 12.2.4
Damage to the Work
3.14.2, 9.9.1, 10.2.1.2, 10.2.5, 10.4, 12.2.4
Damages, Claims for
3.2.4, 3.18, 6.1.1, 8.3.3, 9.5.1, 9.6.7, 10.3.3, 11.3.2, 11.3, 14.2.4, 15.1.7
Damages for Delay
6.2.3, 8.3.3, 9.5.1.6, 9.7, 10.3.2, 14.3.2
Date of Commencement of the Work, Definition of
8.1.2
Date of Substantial Completion, Definition of
8.1.3
Day, Definition of
8.1.4
Decisions of the Architect
3.7.4, 4.2.6, 4.2.7, 4.2.11, 4.2.12, 4.2.13, 6.3, 7.3.4, 7.3.9, 8.1.3, 8.3.1, 9.2, 9.4, 9.5.1, 9.8.4, 9.9.1, 13.4.2, 14.2.2, 14.2.4, 15.1, 15.2
Decisions to Withhold Certification
9.4.1, **9.5**, 9.7, 14.1.1.3
Defective or Nonconforming Work, Acceptance, Rejection and Correction of
2.5, 3.5, 4.2.6, 6.2.3, 9.5.1, 9.5.3, 9.6.6, 9.8.2, 9.9.3, 9.10.4, 12.2.1
Definitions
1.1, 2.1.1, 3.1.1, 3.5, 3.12.1, 3.12.2, 3.12.3, 4.1.1, 5.1, 6.1.2, 7.2.1, 7.3.1, 8.1, 9.1, 9.8.1, 15.1.1
Delays and Extensions of Time
3.2, **3.7.4**, 5.2.3, 7.2.1, 7.3.1, **7.4**, **8.3**, 9.5.1, **9.7**, 10.3.2, **10.4**, 14.3.2, **15.1.6**, 15.2.5
Digital Data Use and Transmission
1.7
Disputes
6.3, 7.3.9, 15.1, 15.2
Documents and Samples at the Site
3.11
Drawings, Definition of
1.1.5
Drawings and Specifications, Use and Ownership of
3.11
Effective Date of Insurance
8.2.2
Emergencies
10.4, 14.1.1.2, **15.1.5**
Employees, Contractor's
3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6, 10.2, 10.3.3, 11.3, 14.1, 14.2.1.1
Equipment, Labor, or Materials
1.1.3, 1.1.6, 3.4, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1, 4.2.6, 4.2.7, 5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1, 10.2.4, 14.2.1.1, 14.2.1.2
Execution and Progress of the Work
1.1.3, 1.2.1, 1.2.2, 2.3.4, 2.3.6, 3.1, 3.3.1, 3.4.1, 3.7.1, 3.10.1, 3.12, 3.14, 4.2, 6.2.2, 7.1.3, 7.3.6, 8.2, 9.5.1, 9.9.1, 10.2, 10.3, 12.1, 12.2, 14.2, 14.3.1, 15.1.4

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Extensions of Time
3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3, 7.4, 9.5.1, 9.7, 10.3.2, 10.4, 14.3, 15.1.6, **15.2.5**
Failure of Payment
9.5.1.3, **9.7**, 9.10.2, 13.5, 14.1.1.3, 14.2.1.2
Faulty Work
(See Defective or Nonconforming Work)
Final Completion and Final Payment
4.2.1, 4.2.9, 9.8.2, **9.10**, 12.3, 14.2.4, 14.4.3
Financial Arrangements, Owner's
2.2.1, 13.2.2, 14.1.1.4
GENERAL PROVISIONS
1
Governing Law
13.1
Guarantees (See Warranty)
Hazardous Materials and Substances
10.2.4, **10.3**
Identification of Subcontractors and Suppliers
5.2.1
Indemnification
3.17, **3.18**, 9.6.8, 9.10.2, 10.3.3, 11.3
Information and Services Required of the Owner
2.1.2, **2.2**, 2.3, 3.2.2, 3.12.10.1, 6.1.3, 6.1.4, 6.2.5, 9.6.1, 9.9.2, 9.10.3, 10.3.3, 11.2, 13.4.1, 13.4.2, 14.1.1.4, 14.1.4, 15.1.4
Initial Decision
15.2
Initial Decision Maker, Definition of
1.1.8
Initial Decision Maker, Decisions
14.2.4, 15.1.4.2, 15.2.1, 15.2.2, 15.2.3, 15.2.4, 15.2.5
Initial Decision Maker, Extent of Authority
14.2.4, 15.1.4.2, 15.2.1, 15.2.2, 15.2.3, 15.2.4, 15.2.5
Injury or Damage to Person or Property
10.2.8, 10.4
Inspections
3.1.3, 3.3.3, 3.7.1, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3, 9.9.2, 9.10.1, 12.2.1, 13.4
Instructions to Bidders
1.1.1
Instructions to the Contractor
3.2.4, 3.3.1, 3.8.1, 5.2.1, 7, 8.2.2, 12, 13.4.2
Instruments of Service, Definition of
1.1.7
Insurance
6.1.1, 7.3.4, 8.2.2, 9.3.2, 9.8.4, 9.9.1, 9.10.2, 10.2.5, **11**
Insurance, Notice of Cancellation or Expiration
11.1.4, 11.2.3
Insurance, Contractor's Liability
11.1
Insurance, Effective Date of
8.2.2, 14.4.2
Insurance, Owner's Liability
11.2
Insurance, Property
10.2.5, 11.2, 11.4, 11.5
Insurance, Stored Materials
9.3.2
INSURANCE AND BONDS
11
Insurance Companies, Consent to Partial Occupancy
9.9.1
Insured loss, Adjustment and Settlement of
11.5
Intent of the Contract Documents
1.2.1, 4.2.7, 4.2.12, 4.2.13
Interest
13.5
Interpretation
1.1.8, 1.2.3, **1.4**, 4.1.1, 5.1, 6.1.2, 15.1.1
Interpretations, Written
4.2.11, 4.2.12
Judgment on Final Award
15.4.2
Labor and Materials, Equipment
1.1.3, 1.1.6, **3.4**, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1, 5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1, 10.2.4, 14.2.1.1, 14.2.1.2
Labor Disputes
8.3.1
Laws and Regulations
1.5, 2.3.2, 3.2.3, 3.2.4, 3.6, 3.7, 3.12.10, 3.13, 9.6.4, 9.9.1, 10.2.2, 13.1, 13.3.1, 13.4.2, 13.5, 14, 15.2.8, 15.4
Liens
2.1.2, 9.3.1, 9.3.3, 9.6.8, 9.10.2, 9.10.4, 15.2.8
Limitations, Statutes of
12.2.5, 15.1.2, 15.4.1.1
Limitations of Liability
3.2.2, 3.5, 3.12.10, 3.12.10.1, 3.17, 3.18.1, 4.2.6, 4.2.7, 6.2.2, 9.4.2, 9.6.4, 9.6.7, 9.6.8, 10.2.5, 10.3.3, 11.3, 12.2.5, 13.3.1
Limitations of Time
2.1.2, 2.2, 2.5, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2.7, 5.2, 5.3, 5.4.1, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3, 9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 12.2, 13.4, 14, 15, 15.1.2, 15.1.3, 15.1.5
Materials, Hazardous
10.2.4, **10.3**
Materials, Labor, Equipment and
1.1.3, 1.1.6, 3.4.1, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1, 5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1.2, 10.2.4, 14.2.1.1, 14.2.1.2
Means, Methods, Techniques, Sequences and Procedures of Construction
3.3.1, 3.12.10, 4.2.2, 4.2.7, 9.4.2
Mechanic's Lien
2.1.2, 9.3.1, 9.3.3, 9.6.8, 9.10.2, 9.10.4, 15.2.8
Mediation
8.3.1, 15.1.3.2, 15.2.1, 15.2.5, 15.2.6, **15.3**, 15.4.1, 15.4.1.1
Minor Changes in the Work
1.1.1, 3.4.2, 3.12.8, 4.2.8, 7.1, **7.4**

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MISCELLANEOUS PROVISIONS
13
Modifications, Definition of
1.1.1
Modifications to the Contract
1.1.1, 1.1.2, 2.5, 3.11, 4.1.2, 4.2.1, 5.2.3, 7, 8.3.1, 9.7, 10.3.2
Mutual Responsibility
6.2
Nonconforming Work, Acceptance of
9.6.6, 9.9.3, **12.3**
Nonconforming Work, Rejection and Correction of
2.4, 2.5, 3.5, 4.2.6, 6.2.4, 9.5.1, 9.8.2, 9.9.3, 9.10.4, 12.2
Notice
1.6, 1.6.1, 1.6.2, 2.1.2, 2.2.2., 2.2.3, 2.2.4, 2.5, 3.2.4, 3.3.1, 3.7.4, 3.7.5, 3.9.2, 3.12.9, 3.12.10, 5.2.1, 7.4, 8.2.2 9.6.8, 9.7, 9.10.1, 10.2.8, 10.3.2, 11.5, 12.2.2.1, 13.4.1, 13.4.2, 14.1, 14.2.2, 14.4.2, 15.1.3, 15.1.5, 15.1.6, 15.4.1
Notice of Cancellation or Expiration of Insurance
11.1.4, 11.2.3
Notice of Claims
1.6.2, 2.1.2, 3.7.4, 9.6.8, 10.2.8, **15.1.3**, 15.1.5, 15.1.6, 15.2.8, 15.3.2, 15.4.1
Notice of Testing and Inspections
13.4.1, 13.4.2
Observations, Contractor's
3.2, 3.7.4
Occupancy
2.3.1, 9.6.6, 9.8
Orders, Written
1.1.1, 2.4, 3.9.2, 7, 8.2.2, 11.5, 12.1, 12.2.2.1, 13.4.2, 14.3.1
OWNER
2
Owner, Definition of
2.1.1
Owner, Evidence of Financial Arrangements
2.2, 13.2.2, 14.1.1.4
Owner, Information and Services Required of the
2.1.2, **2.2**, 2.3, 3.2.2, 3.12.10, 6.1.3, 6.1.4, 6.2.5, 9.3.2, 9.6.1, 9.6.4, 9.9.2, 9.10.3, 10.3.3, 11.2, 13.4.1, 13.4.2, 14.1.1.4, 14.1.4, 15.1.4
Owner's Authority
1.5, 2.1.1, 2.3.32.4, 2.5, 3.4.2, 3.8.1, 3.12.10, 3.14.2, 4.1.2, 4.2.4, 4.2.9, 5.2.1, 5.2.4, 5.4.1, 6.1, 6.3, 7.2.1, 7.3.1, 8.2.2, 8.3.1, 9.3.2, 9.5.1, 9.6.4, 9.9.1, 9.10.2, 10.3.2, 11.4, 11.5, 12.2.2, 12.3, 13.2.2, 14.3, 14.4, 15.2.7
Owner's Insurance
11.2
Owner's Relationship with Subcontractors
1.1.2, 5.2, 5.3, 5.4, 9.6.4, 9.10.2, 14.2.2
Owner's Right to Carry Out the Work
2.5, 14.2.2
Owner's Right to Clean Up
6.3
Owner's Right to Perform Construction and to Award Separate Contracts
6.1
Owner's Right to Stop the Work
2.4
Owner's Right to Suspend the Work
14.3
Owner's Right to Terminate the Contract
14.2, 14.4
Ownership and Use of Drawings, Specifications and Other Instruments of Service
1.1.1, 1.1.6, 1.1.7, **1.5**, 2.3.6, 3.2.2, 3.11, 3.17, 4.2.12, 5.3
Partial Occupancy or Use
9.6.6, **9.9**
Patching, Cutting and
3.14, 6.2.5
Patents
3.17
Payment, Applications for
4.2.5, 7.3.9, 9.2, **9.3**, 9.4, 9.5, 9.6.3, 9.7, 9.8.5, 9.10.1, 14.2.3, 14.2.4, 14.4.3
Payment, Certificates for
4.2.5, 4.2.9, 9.3.3, **9.4**, 9.5, 9.6.1, 9.6.6, 9.7, 9.10.1, 9.10.3, 14.1.1.3, 14.2.4
Payment, Failure of
9.5.1.3, **9.7**, 9.10.2, 13.5, 14.1.1.3, 14.2.1.2
Payment, Final
4.2.1, 4.2.9, **9.10**, 12.3, 14.2.4, 14.4.3
Payment Bond, Performance Bond and
7.3.4.4, 9.6.7, 9.10.3, **11.1.2**
Payments, Progress
9.3, **9.6**, 9.8.5, 9.10.3, 14.2.3, 15.1.4
PAYMENTS AND COMPLETION
9
Payments to Subcontractors
5.4.2, 9.5.1.3, 9.6.2, 9.6.3, 9.6.4, 9.6.7, 14.2.1.2
PCB
10.3.1
Performance Bond and Payment Bond
7.3.4.4, 9.6.7, 9.10.3, **11.1.2**
Permits, Fees, Notices and Compliance with Laws
2.3.1, **3.7**, 3.13, 7.3.4.4, 10.2.2
PERSONS AND PROPERTY, PROTECTION OF
10
Polychlorinated Biphenyl
10.3.1
Product Data, Definition of
3.12.2
Product Data and Samples, Shop Drawings
3.11, **3.12**, 4.2.7
Progress and Completion
4.2.2, **8.2**, 9.8, 9.9.1, 14.1.4, 15.1.4
Progress Payments
9.3, **9.6**, 9.8.5, 9.10.3, 14.2.3, 15.1.4

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Project, Definition of
1.1.4
Project Representatives
4.2.10
Property Insurance
10.2.5, **11.2**
Proposal Requirements
1.1.1
PROTECTION OF PERSONS AND PROPERTY
10
Regulations and Laws
1.5, 2.3.2, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 9.6.4, 9.9.1, 10.2.2, 13.1, 13.3, 13.4.1, 13.4.2, 13.5, 14, 15.2.8, 15.4
Rejection of Work
4.2.6, 12.2.1
Releases and Waivers of Liens
9.3.1, 9.10.2
Representations
3.2.1, 3.5, 3.12.6, 8.2.1, 9.3.3, 9.4.2, 9.5.1, 9.10.1
Representatives
2.1.1, 3.1.1, 3.9, 4.1.1, 4.2.10, 13.2.1
Responsibility for Those Performing the Work
3.3.2, 3.18, 4.2.2, 4.2.3, 5.3, 6.1.3, 6.2, 6.3, 9.5.1, 10
Retainage
9.3.1, 9.6.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3
Review of Contract Documents and Field Conditions by Contractor
3.2, 3.12.7, 6.1.3
Review of Contractor's Submittals by Owner and Architect
3.10.1, 3.10.2, 3.11, 3.12, 4.2, 5.2, 6.1.3, 9.2, 9.8.2
Review of Shop Drawings, Product Data and Samples by Contractor
3.12
Rights and Remedies
1.1.2, 2.4, 2.5, 3.5, 3.7.4, 3.15.2, 4.2.6, 5.3, 5.4, 6.1, 6.3, 7.3.1, 8.3, 9.5.1, 9.7, 10.2.5, 10.3, 12.2.1, 12.2.2, 12.2.4, **13.3**, 14, 15.4
Royalties, Patents and Copyrights
3.17
Rules and Notices for Arbitration
15.4.1
Safety of Persons and Property
10.2, 10.4
Safety Precautions and Programs
3.3.1, 4.2.2, 4.2.7, 5.3, **10.1**, 10.2, 10.4
Samples, Definition of
3.12.3
Samples, Shop Drawings, Product Data and
3.11, **3.12**, 4.2.7
Samples at the Site, Documents and
3.11
Schedule of Values
9.2, 9.3.1
Schedules, Construction
3.10, 3.12.1, 3.12.2, 6.1.3, 15.1.6.2
Separate Contracts and Contractors
1.1.4, 3.12.5, 3.14.2, 4.2.4, 4.2.7, 6, 8.3.1, 12.1.2
Separate Contractors, Definition of
6.1.1
Shop Drawings, Definition of
3.12.1
Shop Drawings, Product Data and Samples
3.11, **3.12**, 4.2.7
Site, Use of
3.13, 6.1.1, 6.2.1
Site Inspections
3.2.2, 3.3.3, 3.7.1, 3.7.4, 4.2, 9.9.2, 9.4.2, 9.10.1, 13.4
Site Visits, Architect's
3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.5.1, 9.9.2, 9.10.1, 13.4
Special Inspections and Testing
4.2.6, 12.2.1, 13.4
Specifications, Definition of
1.1.6
Specifications
1.1.1, **1.1.6**, 1.2.2, 1.5, 3.12.10, 3.17, 4.2.14
Statute of Limitations
15.1.2, 15.4.1.1
Stopping the Work
2.2.2, 2.4, 9.7, 10.3, 14.1
Stored Materials
6.2.1, 9.3.2, 10.2.1.2, 10.2.4
Subcontractor, Definition of
5.1.1
SUBCONTRACTORS
5
Subcontractors, Work by
1.2.2, 3.3.2, 3.12.1, 3.18, 4.2.3, 5.2.3, 5.3, 5.4, 9.3.1.2, 9.6.7
Subcontractual Relations
5.3, 5.4, 9.3.1.2, 9.6, 9.10, 10.2.1, 14.1, 14.2.1
Submittals
3.10, 3.11, 3.12, 4.2.7, 5.2.1, 5.2.3, 7.3.4, 9.2, 9.3, 9.8, 9.9.1, 9.10.2, 9.10.3
Submittal Schedule
3.10.2, 3.12.5, 4.2.7
Subrogation, Waivers of
6.1.1, **11.3**
Substances, Hazardous
10.3
Substantial Completion
4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, **9.8**, 9.9.1, 9.10.3, 12.2, 15.1.2
Substantial Completion, Definition of
9.8.1
Substitution of Subcontractors
5.2.3, 5.2.4
Substitution of Architect
2.3.3
Substitutions of Materials
3.4.2, 3.5, 7.3.8
Sub-subcontractor, Definition of
5.1.2

Init.
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Subsurface Conditions
3.7.4
Successors and Assigns
13.2
Superintendent
3.9, 10.2.6
Supervision and Construction Procedures
1.2.2, **3.3**, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4, 7.1.3, 7.3.4, 8.2, 8.3.1, 9.4.2, 10, 12, 14, 15.1.4
Suppliers
1.5, 3.12.1, 4.2.4, 4.2.6, 5.2.1, 9.3, 9.4.2, 9.5.4, 9.6, 9.10.5, 14.2.1
Surety
5.4.1.2, 9.6.8, 9.8.5, 9.10.2, 9.10.3, 11.1.2, 14.2.2, 15.2.7
Surety, Consent of
9.8.5, 9.10.2, 9.10.3
Surveys
1.1.7, 2.3.4
Suspension by the Owner for Convenience
14.3
Suspension of the Work
3.7.5, 5.4.2, 14.3
Suspension or Termination of the Contract
5.4.1.1, 14
Taxes
3.6, 3.8.2.1, 7.3.4.4
Termination by the Contractor
14.1, 15.1.7
Termination by the Owner for Cause
5.4.1.1, **14.2**, 15.1.7
Termination by the Owner for Convenience
14.4
Termination of the Architect
2.3.3
Termination of the Contractor Employment
14.2.2

TERMINATION OR SUSPENSION OF THE CONTRACT
14
Tests and Inspections
3.1.3, 3.3.3, 3.7.1, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3, 9.9.2, 9.10.1, 10.3.2, 12.2.1, **13.4**
TIME
8
Time, Delays and Extensions of
3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3.1, 7.4, **8.3**, 9.5.1, 9.7, 10.3.2, 10.4, 14.3.2, 15.1.6, 15.2.5
Time Limits
2.1.2, 2.2, 2.5, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2, 5.2, 5.3, 5.4, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3, 9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 12.2, 13.4, 14, 15.1.2, 15.1.3, 15.4
Time Limits on Claims
3.7.4, 10.2.8, 15.1.2, 15.1.3
Title to Work
9.3.2, 9.3.3
UNCOVERING AND CORRECTION OF WORK
12
Uncovering of Work
12.1
Unforeseen Conditions, Concealed or Unknown
3.7.4, 8.3.1, 10.3
Unit Prices
7.3.3.2, 9.1.2
Use of Documents
1.1.1, 1.5, 2.3.6, 3.12.6, 5.3
Use of Site
3.13, 6.1.1, 6.2.1
Values, Schedule of
9.2, 9.3.1
Waiver of Claims by the Architect
13.3.2
Waiver of Claims by the Contractor
9.10.5, 13.3.2, **15.1.7**
Waiver of Claims by the Owner
9.9.3, 9.10.3, 9.10.4, 12.2.2.1, 13.3.2, 14.2.4, **15.1.7**
Waiver of Consequential Damages
14.2.4, 15.1.7
Waiver of Liens
9.3, 9.10.2, 9.10.4
Waivers of Subrogation
6.1.1, **11.3**
Warranty
3.5, 4.2.9, 9.3.3, 9.8.4, 9.9.1, 9.10.2, 9.10.4, 12.2.2, 15.1.2
Weather Delays
8.3, 15.1.6.2
Work, Definition of
1.1.3
Written Consent
1.5.2, 3.4.2, 3.7.4, 3.12.8, 3.14.2, 4.1.2, 9.3.2, 9.10.3, 13.2, 13.3.2, 15.4.4.2
Written Interpretations
4.2.11, 4.2.12
Written Orders
1.1.1, 2.4, 3.9, 7, 8.2.2, 12.1, 12.2, 13.4.2, 14.3.1

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 Basic Definitions

§ 1.1.1 The Contract Documents

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement, and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive, or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding or proposal requirements.

§ 1.1.2 The Contract

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants, or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 The Work

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment, and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 The Project

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by Separate Contractors.

§ 1.1.5 The Drawings

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.

§ 1.1.6 The Specifications

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 Instruments of Service

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 Initial Decision Maker

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2. The Initial Decision Maker shall not show partiality to the Owner or Contractor and shall not be liable for results of interpretations or decisions rendered in good faith.

§ 1.2 Correlation and Intent of the Contract Documents

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

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§ 1.2.1.1 The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 Capitalization

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles, or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 Interpretation

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 Ownership and Use of Drawings, Specifications, and Other Instruments of Service

§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors, and suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

§ 1.6 Notice

§ 1.6.1 Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

§ 1.6.2 Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

§ 1.7 Digital Data Use and Transmission

The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

§ 1.8 Building Information Models Use and Reliance

Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

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ARTICLE 2 OWNER

§ 2.1 General

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor, within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of, or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 2.2 Evidence of the Owner's Financial Arrangements

§ 2.2.1 Prior to commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence. If commencement of the Work is delayed under this Section 2.2.1, the Contract Time shall be extended appropriately.

§ 2.2.2 Following commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract only if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due; or (3) a change in the Work materially changes the Contract Sum. If the Owner fails to provide such evidence, as required, within fourteen days of the Contractor's request, the Contractor may immediately stop the Work and, in that event, shall notify the Owner that the Work has stopped. However, if the request is made because a change in the Work materially changes the Contract Sum under (3) above, the Contractor may immediately stop only that portion of the Work affected by the change until reasonable evidence is provided. If the Work is stopped under this Section 2.2.2, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided in the Contract Documents.

§ 2.2.3 After the Owner furnishes evidence of financial arrangements under this Section 2.2, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ 2.2.4 Where the Owner has designated information furnished under this Section 2.2 as "confidential," the Contractor shall keep the information confidential and shall not disclose it to any other person. However, the Contractor may disclose "confidential" information, after seven (7) days' notice to the Owner, where disclosure is required by law, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or by court or arbitrator(s) order. The Contractor may also disclose "confidential" information to its employees, consultants, sureties, Subcontractors and their employees, Sub-subcontractors, and others who need to know the content of such information solely and exclusively for the Project and who agree to maintain the confidentiality of such information.

§ 2.3 Information and Services Required of the Owner

§ 2.3.1 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.3.2 The Owner shall retain an architect lawfully licensed to practice architecture, or an entity lawfully practicing architecture, in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 2.3.3 If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

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§ 2.3.4 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.3.5 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.3.6 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.4 Owner's Right to Stop the Work

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.5 Owner's Right to Carry Out the Work

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect, or failure. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner or the Architect, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

ARTICLE 3 CONTRACTOR

§ 3.1 General

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of its obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 Review of Contract Documents and Field Conditions by Contractor

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed, and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.3.4, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These

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obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall submit Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner, subject to Section 15.1.7, as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 Supervision and Construction Procedures

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences, and procedures, and for coordinating all portions of the Work under the Contract. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be solely responsible for the jobsite safety of such means, methods, techniques, sequences, or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction. Unless the Architect objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative means, methods, techniques, sequences, or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 Labor and Materials

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

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§ 3.5 Warranty

§ 3.5.1 The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.5.2 All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

§ 3.6 Taxes

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 Permits, Fees, Notices and Compliance with Laws

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions

If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 14 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend that an equitable adjustment be made in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 Allowances

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

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§ 3.8.2 Unless otherwise provided in the Contract Documents,

.1 allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;

.2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit, and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and

.3 whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 Superintendent

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Architect may notify the Contractor, stating whether the Owner or the Architect (1) has reasonable objection to the proposed superintendent or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 Contractor's Construction and Submittal Schedules

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall contain detail appropriate for the Project, including (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

§ 3.10.2 The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, or fails to provide submittals in accordance with the approved submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 Documents and Samples at the Site

The Contractor shall make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

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§ 3.12 Shop Drawings, Product Data and Samples

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules, and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier, or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams, and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment, or workmanship, and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples, and similar submittals are not Contract Documents. Their purpose is to demonstrate how the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve, and submit to the Architect, Shop Drawings, Product Data, Samples, and similar submittals required by the Contract Documents, in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of Separate Contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples, and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples, or similar submittals, until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples, or similar submittals, by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples, or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures. The Contractor shall not be required to provide professional services in violation of applicable law.

§ 3.12.10.1 If professional design services or certifications by a design professional related to systems, materials, or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately licensed design professional,

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whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings, and other submittals prepared by such professional. Shop Drawings, and other submittals related to the Work, designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents.

§ 3.12.10.2 If the Contract Documents require the Contractor's design professional to certify that the Work has been performed in accordance with the design criteria, the Contractor shall furnish such certifications to the Architect at the time and in the form specified by the Architect.

§ 3.13 Use of Site

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, lawful orders of public authorities, and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 Cutting and Patching

§ 3.14.1 The Contractor shall be responsible for cutting, fitting, or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting, or patching shall be restored to the condition existing prior to the cutting, fitting, or patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or Separate Contractors by cutting, patching, or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter construction by the Owner or a Separate Contractor except with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its consent to cutting or otherwise altering the Work.

§ 3.15 Cleaning Up

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials and rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery, and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 Access to Work

The Contractor shall provide the Owner and Architect with access to the Work in preparation and progress wherever located.

§ 3.17 Royalties, Patents and Copyrights

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for defense or loss when a particular design, process, or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications, or other documents prepared by the Owner or Architect. However, if an infringement of a copyright or patent is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the information is promptly furnished to the Architect.

§ 3.18 Indemnification

§ 3.18.1 To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work,

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provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation, or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 General

§ 4.1.1 The Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

§ 4.1.2 Duties, responsibilities, and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified, or extended without written consent of the Owner, Contractor, and Architect. Consent shall not be unreasonably withheld.

§ 4.2 Administration of the Contract

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of, and will not be responsible for acts or omissions of, the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 Communications

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the

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Work in accordance with Sections 13.4.2 and 13.4.3, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data, and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5, and 3.12. The Architect's review shall not constitute approval of safety precautions or of any construction means, methods, techniques, sequences, or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may order minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more Project representatives to assist in carrying out the Architect's responsibilities at the site. The Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either, and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 Definitions

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a Separate Contractor or the subcontractors of a Separate Contractor.

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§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 Award of Subcontracts and Other Contracts for Portions of the Work

§ 5.2.1 Unless otherwise stated in the Contract Documents, the Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Architect may notify the Contractor whether the Owner or the Architect (1) has reasonable objection to any such proposed person or entity or (2) requires additional time for review. Failure of the Architect to provide notice within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person, or entity for one previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 Subcontractual Relations

By appropriate written agreement, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work that the Contractor, by these Contract Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies, and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 Contingent Assignment of Subcontracts

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

.1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor; and

.2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

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§ 5.4.3 Upon assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 Owner's Right to Perform Construction and to Award Separate Contracts

§ 6.1.1 The term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar to those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each Separate Contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with any Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, Separate Contractors, and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Contractor has under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6, and Articles 10, 11, and 12.

§ 6.2 Mutual Responsibility

§ 6.2.1 The Contractor shall afford the Owner and Separate Contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a Separate Contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor's Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work shall constitute an acknowledgment that the Owner's or Separate Contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a Separate Contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a Separate Contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor as provided in Section 10.2.5.

§ 6.2.5 The Owner and each Separate Contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

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§ 6.3 Owner's Right to Clean Up

If a dispute arises among the Contractor, Separate Contractors, and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 General

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor, and Architect. A Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor. An order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents. The Contractor shall proceed promptly with changes in the Work, unless otherwise provided in the Change Order, Construction Change Directive, or order for a minor change in the Work.

§ 7.2 Change Orders

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor, and Architect stating their agreement upon all of the following:

.1 The change in the Work;
.2 The amount of the adjustment, if any, in the Contract Sum; and
.3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 Construction Change Directives

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

.1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
.2 Unit prices stated in the Contract Documents or subsequently agreed upon;
.3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
.4 As provided in Section 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.4 shall be limited to the following:

.1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
.2 Costs of materials, supplies, and equipment, including cost of transportation, whether incorporated or consumed;

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.3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;

.4 Costs of premiums for all bonds and insurance, permit fees, and sales, use, or similar taxes, directly related to the change; and

.5 Costs of supervision and field office personnel directly attributable to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.7 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 Minor Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

ARTICLE 8 TIME

§ 8.1 Definitions

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

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§ 8.2 Progress and Completion

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, commence the Work prior to the effective date of insurance required to be furnished by the Contractor and Owner.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 Delays and Extensions of Time

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 Contract Sum

§ 9.1.1 The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.1.2 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 9.2 Schedule of Values

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit a schedule of values to the Architect before the first Application for Payment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's subsequent Applications for Payment.

§ 9.3 Applications for Payment

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. The application shall be notarized, if required, and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

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§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage, and transportation to the site, for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information, and belief, be free and clear of liens, claims, security interests, or encumbrances, in favor of the Contractor, Subcontractors, suppliers, or other persons or entities that provided labor, materials, and equipment relating to the Work.

§ 9.4 Certificates for Payment

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion, and to specific qualifications expressed by the Architect. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work; (2) reviewed construction means, methods, techniques, sequences, or procedures; (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment; or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 Decisions to Withhold Certification

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

.1 defective Work not remedied;

.2 third party claims filed or reasonable evidence indicating probable filing of such claims, unless security acceptable to the Owner is provided by the Contractor;

.3 failure of the Contractor to make payments properly to Subcontractors or suppliers for labor, materials or equipment;

.4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;

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.5 damage to the Owner or a Separate Contractor;
.6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
.7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

§ 9.5.3 When the reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.4 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or supplier to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Contractor shall reflect such payment on its next Application for Payment.

§ 9.6 Progress Payments

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor, no later than seven days after receipt of payment from the Owner, the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors and suppliers to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay, or to see to the payment of money to, a Subcontractor or supplier, except as may otherwise be required by law.

§ 9.6.5 The Contractor's payments to suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors or provided by suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, create any fiduciary liability or tort liability on the part of the Contractor for breach of trust, or entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.6.8 Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

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§ 9.7 Failure of Payment

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents, the amount certified by the Architect or awarded by binding dispute resolution, then the Contractor may, upon seven additional days' notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 Substantial Completion

§ 9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in the Certificate. Upon such acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 Partial Occupancy or Use

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor, and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

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§ 9.10 Final Completion and Final Payment

§ 9.10.1 Upon receipt of the Contractor's notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection. When the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect, (3) a written statement that the Contractor knows of no reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment, (5) documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties, and (6) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien, claim, security interest, or encumbrance. If a lien, claim, security interest, or encumbrance remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging the lien, claim, security interest, or encumbrance, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed, corrected, and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of the surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of Claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests, or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents;
- .3 terms of special warranties required by the Contract Documents; or
- .4 audits performed by the Owner, if permitted by the Contract Documents, after final payment.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor, or a supplier, shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 Safety Precautions and Programs

The Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 Safety of Persons and Property

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury, or loss to

- .1 employees on the Work and other persons who may be affected thereby;

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.2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor, a Subcontractor, or a Sub-subcontractor; and

.3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with, and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities, bearing on safety of persons or property or their protection from damage, injury, or loss.

§ 10.2.3 The Contractor shall implement, erect, and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards; promulgating safety regulations; and notifying the owners and users of adjacent sites and utilities of the safeguards.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment, or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3. The Contractor may make a Claim for the cost to remedy the damage or loss to the extent such damage or loss is attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 Injury or Damage to Person or Property

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, notice of the injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 Hazardous Materials and Substances

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials or substances. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and notify the Owner and Architect of the condition.

§ 10.3.2 Upon receipt of the Contractor's notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of the material or substance or who are to perform the task of removal or safe containment of the material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities

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proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable additional costs of shutdown, delay, and start-up.

§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss, or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for hazardous materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for hazardous materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall reimburse the Contractor for all cost and expense thereby incurred.

§ 10.4 Emergencies

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury, or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 Contractor's Insurance and Bonds

§ 11.1.1 The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

§ 11.1.4 Notice of Cancellation or Expiration of Contractor's Required Insurance. Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Contractor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the

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procurement of replacement coverage by the Contractor. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

§ 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

§ 11.2.2 Failure to Purchase Required Property Insurance. If the Owner fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, the Owner shall inform the Contractor in writing prior to commencement of the Work. Upon receipt of notice from the Owner, the Contractor may delay commencement of the Work and may obtain insurance that will protect the interests of the Contractor, Subcontractors, and Sub-Subcontractors in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted. In the event the Owner fails to procure coverage, the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent the loss to the Owner would have been covered by the insurance to have been procured by the Owner. The cost of the insurance shall be charged to the Owner by a Change Order. If the Owner does not provide written notice, and the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain the required insurance, the Owner shall reimburse the Contractor for all reasonable costs and damages attributable thereto.

§ 11.2.3 Notice of Cancellation or Expiration of Owner's Required Property Insurance. Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Contract Documents, the Owner shall provide notice to the Contractor of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Contractor: (1) the Contractor, upon receipt of notice from the Owner, shall have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Contractor; (2) the Contract Time and Contract Sum shall be equitably adjusted; and (3) the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent any loss to the Owner would have been covered by the insurance had it not expired or been cancelled. If the Contractor purchases replacement coverage, the cost of the insurance shall be charged to the Owner by an appropriate Change Order. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

§ 11.3 Waivers of Subrogation

§ 11.3.1 The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents, and employees, each of the other; (2) the Architect and Architect's consultants; and (3) Separate Contractors, if any, and any of their subcontractors, sub-subcontractors, agents, and employees, for damages caused by fire, or other causes of loss, to the extent those losses are covered by property insurance required by the Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The Owner or Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

§ 11.3.2 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance

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The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

§11.5 Adjustment and Settlement of Insured Loss

§ 11.5.1 A loss insured under the property insurance required by the Agreement shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.5.2. The Owner shall pay the Architect and Contractor their just shares of insurance proceeds received by the Owner, and by appropriate agreements the Architect and Contractor shall make payments to their consultants and Subcontractors in similar manner.

§ 11.5.2 Prior to settlement of an insured loss, the Owner shall notify the Contractor of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Contractor shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Contractor does not object, the Owner shall settle the loss and the Contractor shall be bound by the settlement and allocation. Upon receipt, the Owner shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Contractor timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 Uncovering of Work

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's expense.

§ 12.2 Correction of Work

§ 12.2.1 Before Substantial Completion

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 After Substantial Completion

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of any applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of notice from the Owner to do so, unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.5.

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§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction of the Owner or Separate Contractors, whether completed or partially completed, caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 Acceptance of Nonconforming Work

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 Governing Law

The Contract shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 Successors and Assigns

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns, and legal representatives to covenants, agreements, and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate the assignment.

§ 13.3 Rights and Remedies

§ 13.3.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights, and remedies otherwise imposed or available by law.

§ 13.3.2 No action or failure to act by the Owner, Architect, or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed upon in writing.

§ 13.4 Tests and Inspections

§ 13.4.1 Tests, inspections, and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules, and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections, and

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approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections, and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 13.4.2 If the Architect, Owner, or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection, or approval not included under Section 13.4.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection, or approval, by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure, including those of repeated procedures and compensation for the Architect's services and expenses, shall be at the Contractor's expense.

§ 13.4.4 Required certificates of testing, inspection, or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.4.5 If the Architect is to observe tests, inspections, or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.4.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.5 Interest

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the rate the parties agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 Termination by the Contractor

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, for any of the following reasons:

.1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;

.2 An act of government, such as a declaration of national emergency, that requires all Work to be stopped;

.3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or

.4 The Owner has failed to furnish to the Contractor reasonable evidence as required by Section 2.2.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, repeated suspensions, delays, or interruptions of the entire Work by the Owner as described in Section 14.3, constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, and costs incurred by reason of such termination.

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§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 Termination by the Owner for Cause

§ 14.2.1 The Owner may terminate the Contract if the Contractor

.1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;

.2 fails to make payment to Subcontractors or suppliers in accordance with the respective agreements between the Contractor and the Subcontractors or suppliers;

.3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or

.4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the reasons described in Section 14.2.1 exist, and upon certification by the Architect that sufficient cause exists to justify such action, the Owner may, without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

.1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;

.2 Accept assignment of subcontracts pursuant to Section 5.4; and

.3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 Suspension by the Owner for Convenience

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work, in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay, or interruption under Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

.1 that performance is, was, or would have been, so suspended, delayed, or interrupted, by another cause for which the Contractor is responsible; or

.2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 Termination by the Owner for Convenience

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of notice from the Owner of such termination for the Owner's convenience, the Contractor shall

.1 cease operations as directed by the Owner in the notice;

.2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and

.3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

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§ 14.4.3 In case of such termination for the Owner's convenience, the Owner shall pay the Contractor for Work properly executed; costs incurred by reason of the termination, including costs attributable to termination of Subcontracts; and the termination fee, if any, set forth in the Agreement.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 Claims

§ 15.1.1 Definition

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, a change in the Contract Time, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

§ 15.1.2 Time Limits on Claims

The Owner and Contractor shall commence all Claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in the Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all Claims and causes of action not commenced in accordance with this Section 15.1.2.

§ 15.1.3 Notice of Claims

§ 15.1.3.1 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker. Claims by either party under this Section 15.1.3.1 shall be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3.2 Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Initial Decision Maker is required.

§ 15.1.4 Continuing Contract Performance

§ 15.1.4.1 Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents.

§ 15.1.4.2 The Contract Sum and Contract Time shall be adjusted in accordance with the Initial Decision Maker's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

§ 15.1.5 Claims for Additional Cost

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.6 Claims for Additional Time

§ 15.1.6.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section 15.1.3 shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.6.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated, and had an adverse effect on the scheduled construction.

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§ 15.1.7 Waiver of Claims for Consequential Damages

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

.1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and

.2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 Initial Decision

§ 15.2.1 Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of the request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished, or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of receipt of an initial decision, demand in writing that the other party file for mediation. If such a demand is made and the party receiving the demand fails to file for mediation within 30 days after receipt thereof, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

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§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 Mediation

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract, except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.7, shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.3.3 Either party may, within 30 days from the date that mediation has been concluded without resolution of the dispute or 60 days after mediation has been demanded without resolution of the dispute, demand in writing that the other party file for binding dispute resolution. If such a demand is made and the party receiving the demand fails to file for binding dispute resolution within 60 days after receipt thereof, then both parties waive their rights to binding dispute resolution proceedings with respect to the initial decision.

§ 15.3.4 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 Arbitration

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. The Arbitration shall be conducted in the place where the Project is located, unless another location is mutually agreed upon. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement, shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

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§ 15.4.4 Consolidation or Joinder

§ 15.4.4.1 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as those of the Owner and Contractor under this Agreement.

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AIA® Document A101® – 2017 Exhibit A

Insurance and Bonds

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the Twenty-fourth day of September in the year Two Thousand Twenty
(In words, indicate day, month and year.)

for the following **PROJECT:**
(Name and location or address)

Explorer K-8 Roof Replacement

THE OWNER:
(Name, legal status and address)

The School District of Hernando County Florida
8016 Mobley Road
Brooksville, FL 34601

THE CONTRACTOR:
(Name, legal status and address)

Springer-Peterson Roofing & Sheet Metal, Inc.
P O Box 1648
Eaton Park, FL 33840

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Document A201®–2017, General Conditions of the Contract for Construction. Article 11 of A201®–2017 contains additional insurance provisions.

TABLE OF ARTICLES

A.1 GENERAL

A.2 OWNER'S INSURANCE

A.3 CONTRACTOR'S INSURANCE AND BONDS

A.4 SPECIAL TERMS AND CONDITIONS

ARTICLE A.1 GENERAL

The Owner and Contractor shall purchase and maintain insurance, and provide bonds, as set forth in this Exhibit. As used in this Exhibit, the term General Conditions refers to AIA Document A201™–2017, General Conditions of the Contract for Construction.

ARTICLE A.2 OWNER'S INSURANCE

§ A.2.1 General

Prior to commencement of the Work, the Owner shall secure the insurance, and provide evidence of the coverage, required under this Article A.2 and, upon the Contractor's request, provide a copy of the property insurance policy or policies required by Section A.2.3. The copy of the policy or policies provided shall contain all applicable conditions, definitions, exclusions, and endorsements.

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§ A.2.2 Liability Insurance
The Owner shall be responsible for purchasing and maintaining the Owner's usual general liability insurance.

§ A.2.3 Required Property Insurance
§ A.2.3.1 Unless this obligation is placed on the Contractor pursuant to Section A.3.3.2.1, the Owner shall purchase and maintain, from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located, property insurance written on a builder's risk "all-risks" completed value or equivalent policy form and sufficient to cover the total value of the entire Project on a replacement cost basis. The Owner's property insurance coverage shall be no less than the amount of the initial Contract Sum, plus the value of subsequent Modifications and labor performed and materials or equipment supplied by others. The property insurance shall be maintained until Substantial Completion and thereafter as provided in Section A.2.3.1.3, unless otherwise provided in the Contract Documents or otherwise agreed in writing by the parties to this Agreement. This insurance shall include the interests of the Owner, Contractor, Subcontractors, and Sub-subcontractors in the Project as insureds. This insurance shall include the interests of mortgagees as loss payees.

§ A.2.3.1.1 Causes of Loss. The insurance required by this Section A.2.3.1 shall provide coverage for direct physical loss or damage, and shall not exclude the risks of fire, explosion, theft, vandalism, malicious mischief, collapse, earthquake, flood, or windstorm. The insurance shall also provide coverage for ensuing loss or resulting damage from error, omission, or deficiency in construction methods, design, specifications, workmanship, or materials. Sub-limits, if any, are as follows:
(Indicate below the cause of loss and any applicable sub-limit.)

Causes of Loss	Sub-Limit

§ A.2.3.1.2 Specific Required Coverages. The insurance required by this Section A.2.3.1 shall provide coverage for loss or damage to falsework and other temporary structures, and to building systems from testing and startup. The insurance shall also cover debris removal, including demolition occasioned by enforcement of any applicable legal requirements, and reasonable compensation for the Architect's and Contractor's services and expenses required as a result of such insured loss, including claim preparation expenses. Sub-limits, if any, are as follows:
(Indicate below type of coverage and any applicable sub-limit for specific required coverages.)

Coverage	Sub-Limit

§ A.2.3.1.3 Unless the parties agree otherwise, upon Substantial Completion, the Owner shall continue the insurance required by Section A.2.3.1 or, if necessary, replace the insurance policy required under Section A.2.3.1 with property insurance written for the total value of the Project that shall remain in effect until expiration of the period for correction of the Work set forth in Section 12.2.2 of the General Conditions.

§ A.2.3.1.4 Deductibles and Self-Insured Retentions. If the insurance required by this Section A.2.3 is subject to deductibles or self-insured retentions, the Owner shall be responsible for all loss not covered because of such deductibles or retentions.

§ A.2.3.2 Occupancy or Use Prior to Substantial Completion. The Owner's occupancy or use of any completed or partially completed portion of the Work prior to Substantial Completion shall not commence until the insurance company or companies providing the insurance under Section A.2.3.1 have consented in writing to the continuance of coverage. The Owner and the Contractor shall take no action with respect to partial occupancy or use that would cause cancellation, lapse, or reduction of insurance, unless they agree otherwise in writing.

§ A.2.3.3 Insurance for Existing Structures
If the Work involves remodeling an existing structure or constructing an addition to an existing structure, the Owner shall purchase and maintain, until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, "all-risks" property insurance, on a replacement cost basis, protecting the existing structure against direct physical loss or damage from the causes of loss identified in Section A.2.3.1, notwithstanding the undertaking of the Work. The Owner shall be responsible for all co-insurance penalties.

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§ A.2.4 Optional Extended Property Insurance.
The Owner shall purchase and maintain the insurance selected and described below.
(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. For each type of insurance selected, indicate applicable limits of coverage or other conditions in the fill point below the selected item.)

[ ] **§ A.2.4.1 Loss of Use, Business Interruption, and Delay in Completion Insurance**, to reimburse the Owner for loss of use of the Owner's property, or the inability to conduct normal operations due to a covered cause of loss.

[ ] **§ A.2.4.2 Ordinance or Law Insurance**, for the reasonable and necessary costs to satisfy the minimum requirements of the enforcement of any law or ordinance regulating the demolition, construction, repair, replacement or use of the Project.

[ ] **§ A.2.4.3 Expediting Cost Insurance**, for the reasonable and necessary costs for the temporary repair of damage to insured property, and to expedite the permanent repair or replacement of the damaged property.

[ ] **§ A.2.4.4 Extra Expense Insurance**, to provide reimbursement of the reasonable and necessary excess costs incurred during the period of restoration or repair of the damaged property that are over and above the total costs that would normally have been incurred during the same period of time had no loss or damage occurred.

[ ] **§ A.2.4.5 Civil Authority Insurance**, for losses or costs arising from an order of a civil authority prohibiting access to the Project, provided such order is the direct result of physical damage covered under the required property insurance.

[ ] **§ A.2.4.6 Ingress/Egress Insurance**, for loss due to the necessary interruption of the insured's business due to physical prevention of ingress to, or egress from, the Project as a direct result of physical damage.

[ ] **§ A.2.4.7 Soft Costs Insurance**, to reimburse the Owner for costs due to the delay of completion of the Work, arising out of physical loss or damage covered by the required property insurance: including construction loan fees; leasing and marketing expenses; additional fees, including those of architects, engineers, consultants, attorneys and accountants, needed for the completion of the construction, repairs, or reconstruction; and carrying costs such as property taxes, building permits, additional interest on loans, realty taxes, and insurance premiums over and above normal expenses.

§ A.2.5 Other Optional Insurance.
The Owner shall purchase and maintain the insurance selected below.

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(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance.)

[ ] **§ A.2.5.1 Cyber Security Insurance** for loss to the Owner due to data security and privacy breach, including costs of investigating a potential or actual breach of confidential or private information. *(Indicate applicable limits of coverage or other conditions in the fill point below.)*

[X] **§ A.2.5.2 Other Insurance**
(List below any other insurance coverage to be provided by the Owner and any applicable limits.)

Coverage	Limits
Per Exhibit C	Per Exhibit C

ARTICLE A.3 CONTRACTOR'S INSURANCE AND BONDS

§ A.3.1 General

§ A.3.1.1 Certificates of Insurance. The Contractor shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article A.3 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner's written request. An additional certificate evidencing continuation of commercial liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment and thereafter upon renewal or replacement of such coverage until the expiration of the periods required by Section A.3.2.1 and Section A.3.3.1. The certificates will show the Owner as an additional insured on the Contractor's Commercial General Liability and excess or umbrella liability policy or policies.

§ A.3.1.2 Deductibles and Self-Insured Retentions. The Contractor shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Contractor.

§ A.3.1.3 Additional Insured Obligations. To the fullest extent permitted by law, the Contractor shall cause the commercial general liability coverage to include (1) the Owner, the Architect, and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner's general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect's consultants, CG 20 32 07 04.

§ A.3.2 Contractor's Required Insurance Coverage

§ A.3.2.1 The Contractor shall purchase and maintain the following types and limits of insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:
(If the Contractor is required to maintain insurance for a duration other than the expiration of the period for correction of Work, state the duration.)

Contractor shall maintain insurance as required by Exhibit C HCSB Contractor's Insurance & Bond Requirements

§ A.3.2.2 Commercial General Liability

§ A.3.2.2.1 Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than One-million dollars ($ 1,000,000) each occurrence, Two-million dollars ($ 2,000,000) general aggregate, and Two-million dollars ($ 2,000,000) aggregate for products-completed operations hazard, providing coverage for claims including

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.1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
.2 personal injury and advertising injury;
.3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
.4 bodily injury or property damage arising out of completed operations; and
.5 the Contractor's indemnity obligations under Section 3.18 of the General Conditions.

§ A.3.2.2.2 The Contractor's Commercial General Liability policy under this Section A.3.2.2 shall not contain an exclusion or restriction of coverage for the following:

.1 Claims by one insured against another insured, if the exclusion or restriction is based solely on the fact that the claimant is an insured, and there would otherwise be coverage for the claim.
.2 Claims for property damage to the Contractor's Work arising out of the products-completed operations hazard where the damaged Work or the Work out of which the damage arises was performed by a Subcontractor.
.3 Claims for bodily injury other than to employees of the insured.
.4 Claims for indemnity under Section 3.18 of the General Conditions arising out of injury to employees of the insured.
.5 Claims or loss excluded under a prior work endorsement or other similar exclusionary language.
.6 Claims or loss due to physical damage under a prior injury endorsement or similar exclusionary language.
.7 Claims related to residential, multi-family, or other habitational projects, if the Work is to be performed on such a project.
.8 Claims related to roofing, if the Work involves roofing.
.9 Claims related to exterior insulation finish systems (EIFS), synthetic stucco or similar exterior coatings or surfaces, if the Work involves such coatings or surfaces.
.10 Claims related to earth subsidence or movement, where the Work involves such hazards.
.11 Claims related to explosion, collapse and underground hazards, where the Work involves such hazards.

§ A.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than One-million dollars ($ 1,000,000) per accident, for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles along with any other statutorily required automobile coverage.

§ A.3.2.4 The Contractor may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella insurance policies result in the same or greater coverage as the coverages required under Section A.3.2.2 and A.3.2.3, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ A.3.2.5 Workers' Compensation at statutory limits.

§ A.3.2.6 Employers' Liability with policy limits not less than ($) each accident, ($) each employee, and ($) policy limit.

§ A.3.2.7 Jones Act, and the Longshore & Harbor Workers' Compensation Act, as required, if the Work involves hazards arising from work on or near navigable waterways, including vessels and docks

§ A.3.2.8 If the Contractor is required to furnish professional services as part of the Work, the Contractor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than ($) per claim and ($) in the aggregate.

§ A.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Contractor shall procure Pollution Liability insurance, with policy limits of not less than ($) per claim and ($) in the aggregate.

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§ **A.3.2.10** Coverage under Sections A.3.2.8 and A.3.2.9 may be procured through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than ($) per claim and ($) in the aggregate.

§ **A.3.2.11** Insurance for maritime liability risks associated with the operation of a vessel, if the Work requires such activities, with policy limits of not less than ($) per claim and ($) in the aggregate.

§ **A.3.2.12** Insurance for the use or operation of manned or unmanned aircraft, if the Work requires such activities, with policy limits of not less than ($) per claim and ($) in the aggregate.

§ A.3.3 Contractor's Other Insurance Coverage

§ **A.3.3.1** Insurance selected and described in this Section A.3.3 shall be purchased from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:
(If the Contractor is required to maintain any of the types of insurance selected below for a duration other than the expiration of the period for correction of Work, state the duration.)

Contractor shall maintain insurance as required by Exhibit C HCSB Contractor's Insurance & Bond Requirements

§ **A.3.3.2** The Contractor shall purchase and maintain the following types and limits of insurance in accordance with Section A.3.3.1.
(Select the types of insurance the Contractor is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. Where policy limits are provided, include the policy limit in the appropriate fill point.)

[X] § **A.3.3.2.1** Property insurance of the same type and scope satisfying the requirements identified in Section A.2.3, which, if selected in this section A.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section A.2.3.1.3 and Section A.2.3.3. The Contractor shall comply with all obligations of the Owner under Section A.2.3 except to the extent provided below. The Contractor shall disclose to the Owner the amount of any deductible, and the Owner shall be responsible for losses within the deductible. Upon request, the Contractor shall provide the Owner with a copy of the property insurance policy or policies required. The Owner shall adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:
(Where the Contractor's obligation to provide property insurance differs from the Owner's obligations as described under Section A.2.3, indicate such differences in the space below. Additionally, if a party other than the Owner will be responsible for adjusting and settling a loss with the insurer and acting as the trustee of the proceeds of property insurance in accordance with Article 11 of the General Conditions, indicate the responsible party below.)

Contractor shall maintain insurance as set forth in "Exhibit C - Construction Contractor's Insurance and Bond Requirements." If there are conflicts between requirements in this Exhibit A and Exhibit C, the most stringent requirement shall apply

[ ] § **A.3.3.2.2 Railroad Protective Liability Insurance**, with policy limits of not less than ($) per claim and ($) in the aggregate, for Work within fifty (50) feet of railroad property.

[ ] § **A.3.3.2.3 Asbestos Abatement Liability Insurance**, with policy limits of not less than ($) per claim and ($) in the aggregate, for liability arising from the encapsulation, removal, handling, storage, transportation, and disposal of asbestos-containing materials.

[ ] § **A.3.3.2.4** Insurance for physical damage to property while it is in storage and in transit to the construction site on an "all-risks" completed value form.

[ ] § **A.3.3.2.5** Property insurance on an "all-risks" completed value form, covering property owned by the

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Contractor and used on the Project, including scaffolding and other equipment.

[ ] **§ A.3.3.2.6 Other Insurance**
(List below any other insurance coverage to be provided by the Contractor and any applicable limits.)

Coverage	Limits

§ A.3.4 Performance Bond and Payment Bond
The Contractor shall provide surety bonds, from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located, as follows:
(Specify type and penal sum of bonds.)

Type	Penal Sum ($0.00)
Payment Bond	100% of Contract Sum
Performance Bond	100% of Contract Sum

Payment and Performance Bonds shall be AIA Document A312™, Payment Bond and Performance Bond, or contain provisions identical to AIA Document A312™, current as of the date of this Agreement.

ARTICLE A.4 SPECIAL TERMS AND CONDITIONS
Special terms and conditions that modify this Insurance and Bonds Exhibit, if any, are as follows:

Contractor shall maintain insurance as set forth in "Exhibit C - Construction Contractor's Insurance and Bond Requirements." If there are conflicts between requirements in this Exhibit A and Exhibit C, the most stringent requirement shall apply

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EXHIBIT B

SECTION 00 01 15

LIST OF DRAWINGS

PART 1 GENERAL

1.1 SUMMARY

A. The following drawings dated 07-12-2024 are included as part of the Contract Documents:

1. G-001 Cover
2. XR101 Roof Plan
3. XR102 Roof Plan
4. XR103 Roof Plan
5. XR104 Roof Plan
6. XR105 Roof Plan
7. XR106 Roof Plan
8. XR201 Wind Uplift Plan
9. XR202 Wind Uplift Plan
10. XR203 Wind Uplift Plan
11. XR204 Wind Uplift Plan
12. XR205 Wind Uplift Plan
13. XR301 Roof Systems
14. XR302 Roof Syste
15. XR501 Details
16. XR502 Details
17. XR503 Details
18. XR504 Details
19. XR505 Details
20. XR506 Details

END OF SECTION

A. GENERAL

1. The Contractor shall procure and maintain all insurance requirements and limits, as set forth below, at his or her own expense, until completion of the project or as specified herein. The Contractor shall continue to provide evidence of such coverage to Hernando County School Board on an annual basis during the aforementioned period including all of the terms of the insurance and indemnification requirements of this agreement. All below insurance policies shall include a provision preventing cancellation without thirty (30) days' prior notice by certified mail. A completed Certificate of Insurance shall be filed with the Facilities & Construction Representative within ten (10) days after the date of the Notice of Award, said Certificate to specifically Owner the inclusion of the coverages and provisions set forth herein and shall Owner whether the coverage is "claims made" or "per occurrence".

B. COMMERCIAL GENERAL LIABILITY INSURANCE (CGL)

1. This insurance must protect the Contractor from all claims for bodily injury, including death and all claims for destruction of or damage to property (other than the Work itself), arising out of or in connection with any operations under this Contract, whether such operations be by the Contractor or by any Subcontractor under him or anyone directly or indirectly employed by the Contractor or by a Subcontractor. All such insurance shall be written with limits and coverages as specified below and shall be written on an occurrence form.
   a. General Aggregate $2,000,000
   b. Products – Completed Operations Aggregate $2,000,000
   c. Each Occurrence $1,000,000
   d. Personal Injury $1,000,000

2. The following coverages shall be included in the CGL:
   a. Per project general aggregate (CG 25 03 or similar)
   b. Additional Insured status in favor of the Hernando County School Board and any other parties as outlined in The Contract and must include both ONGOING Operations AND COMPLETED Operations per CG 20 10 10/01 and CG 20 37 10/01 or equivalent as permitted by law.
   c. The policy shall be endorsed to be primary and non-contributory with any insurance maintained by Additional Insureds.
   d. A waiver of Subrogation in favor of all Additional Insured parties.
   e. Personal Injury Liability
   f. Contractual Liability coverage to support indemnification obligation per Article 53.I
   g. Explosion, collapse and underground (xcu)

3. The following exclusionary endorsements are prohibited in the CGL policy:
   a. Damage to Work performed by Subcontract/Vendor (CG 22-94 or similar)
   b. Contractual Liability Coverage Exclusion modifying or deleting the definition of an "insured contract" from the unaltered SO CG 0001 1001 policy from (CG 24 26 or similar)
   c. If applicable to the Work to be performed: Residential or multi-family
   d. If applicable to the Work to be performed: Exterior insulation finish systems
   e. If applicable to the Work to be performed: Subsidence or Earth Movement

4. The Contractor shall maintain general liability coverage including Products and Completed Operations insurance, and the Additional Insured with primary and non-contributory coverage as specified in this Contract for three (3) years after completion of the project.

C. AUTOMOBILE LIABILITY INSURANCE – Includes business auto liability covering liability arising out of any auto (including owned, hired and non-owned autos.

1. Combined Bodily Injury and Property Damage Liability
   a. Combined Single Limit (each accident): $1,000,000

   b. Coverages: Specific waiver of subrogation

D. WORKERS' COMPENSATION INSURANCE

1. The Contractor shall procure and maintain Workers' Compensation Insurance at his or her own expense during the life of this Contract, including occupational disease provisions for all employees per statutory requirements. Policy shall contain a waiver of subrogation in favor of the Hernando County School Board.

2. The Contractor shall also require each Subcontractor to furnish Workers' Compensation Insurance, including occupational disease provisions for all of the latter's employees, and to the extent not furnished, the Contractor accepts full liability and responsibility for Subcontractor's employees.

3. In cases where any class of employees engaged in hazardous work under this Contract at the site of the Project is not protected under the Workers' Compensation statute, the Contractor shall provide, and shall cause each Subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise protected.

E. UMBRELLA LIABILITY INSURANCE – For construction projects exceeding $10,000,000, provide the following coverage:

1. The Contractor shall maintain umbrella/excess liability insurance on an occurrence basis in excess of the underlying insurance described in Section B-D above. Coverage shall follow the terms of the underlying insurance, included the additional insured and waiver of subrogation provisions. The amounts of insurance required in Sections above may be satisfied by the Contractor purchasing coverage for the limits specified or by any combination of underlying and umbrella limits, so long as the total amount of insurance is not less than the limits specified in each section previously mentioned.

    a. Each occurrence $5,000,000
    b. Aggregate $5,000,000

F. BUILDER'S RISK INSURANCE – For any construction project, provide the following coverage:

1. Unless waived in writing by the Facilities & Construction Representative, the Contractor shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made and no person or entity other than the Owner has an insurable interest in the property, or the date of substantial completion specified on the fully signed and executed Certificate of Substantial Completion (AIA G704).

    a. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub- subcontractors in the Project as named insureds.
    b. All associated deductibles shall be the responsibility of the Contractor. Such policy may have a deductible clause but not to exceed ten thousand dollars ($10,000.00).
    c. Property insurance shall be on an "all risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, false work, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss.

2. Contractor shall maintain Builders Risk coverage including partial use by Owner.

3. The Contractor shall waive all rights of subrogation as regards the Hernando County School Board and the Owner, its officials, its officers, its agents and its employees, all while acting within the scope and course of their employment For damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section or other property insurance applicable to the Work. The Contractor shall require all Subcontractors at any tier to similarly waive all such rights of subrogation and shall expressly include such a waiver in all subcontracts.

4. Upon request, the amount of such insurance shall be increased to include the cost of any additional work to be done on the Project, or materials or equipment to be incorporated in the Project, under other independent contracts let or to be let. In such event, the Contractor shall be reimbursed for this cost as his or her share of the insurance in the same ratio as the ratio of the insurance represented by such independent contracts let or to be let to the total insurance carried.

5. The Owner, shall have the power to adjust and settle any loss. Unless it is agreed otherwise, all monies received shall be applied first on rebuilding or repairing the destroyed or injured work.

G. POLLUTION LIABILITY INSURANCE

1. If Contractor is providing directly or indirectly work with pollution/environmental hazards, the Contractor must provide or cause those conducting the work to provide Pollution Liability Insurance coverage.
    a. Pollution Liability policy must include contractual liability coverage.
    b. Hernando County School Board must be included as additional insureds on the policy.
    c. The policy limits shall be in the amount of $1,000,000 with maximum deductible of $25,000 to be paid by the Subcontractor/Vendor.

H. ADDITIONAL MISCELLANEOUS INSURANCE PROVISIONS – Certificates of Insurance and/or insurance policies required under this Contract shall be subject to the following stipulations and additional requirements:

1. Any and all deductibles or self-insured retentions contained in any Insurance policy shall be assumed by and at the sole risk of the Contractor;

2. If any of the said policies shall fail at any time to meet the requirements of the Contract Documents as to form or substance, or if a company issuing any such policy shall be or at any time cease to be approved by the Division of Insurance of the Hernando County School Board, or be or cease to be in compliance with any stricter requirements of the Contract Documents, the Contractor shall promptly obtain a new policy, submit the same to the Owner and Owner Building Programs for approval if requested, and submit a

Certificate of Insurance as hereinbefore provided. Upon failure of the Contractor to furnish, deliver and maintain such insurance as provided herein, this Contract, in the sole discretion of the Hernando County School Board, may be immediately declared suspended, discontinued, or terminated. Failure of the Contractor in obtaining and/or maintaining any required insurance shall not relieve the Contractor from any liability under the Contract, nor shall the insurance requirements be construed to conflict with the obligations of the Contractor concerning indemnification;

3. All requisite insurance shall be obtained from financially responsible insurance companies, authorized to do business in the State of Florida and acceptable to the Owner;

4. Receipt, review or acceptance by the Facilities & Construction Representative of any insurance policies or certificates of insurance required by this Contract shall neither be construed as a waiver nor relieve the Contractor from its obligation to meet the insurance requirements contained herein.

I. PAYMENT AND PERFORMANCE BOND

1. The Contractor shall procure surety bonds, from a company or companies lawfully authorized to issue surety bonds in the state of Florida and listed in the Federal Register of the U.S. Department of Treasury for Surety Companies Acceptable on Federal Bonds, as follows:

    a. Before commencing the Work on any individual project having a Contract Sum of $200,000 or more, the Contractor shall execute and record in the public records of Hernando County, Florida, a payment and performance bond. The bond must state on its front page:
        i. The names, principal business addresses, and phone numbers of the Contractor, the surety, and the Owner
        ii. The project number assigned by the Owner
        iii. The bond number assigned by the surety
        iv. A description of the project sufficient to identify it, such as a legal description or the street address of the property being improved, and a general description of the improvement

    b. The amount of the bond shall equal the full amount of the Contract Sum.

    c. The bond shall be conditioned upon the contractor's performance of the Work in the time and manner prescribed in the contract and promptly making payments to all persons who furnish labor, services, or materials for the Work provided for in the contract.

d. A copy of the recorded bond shall be filed with the Facilities & Construction Representative prior to issuance of any payment.

e. If, prior to completion of the Work, the Contractor receives a notice that the company or companies that issued the bond has lost or had revoked its license or authority to do business in Florida as a surety insurer, the Contractor shall, within ten (10) calendar days following receipt of such notice, execute and record in the public records a replacement payment and performance bond from a duly authorized surety. The amount of the replacement bond shall equal the full amount of the Contract Sum less the value of the Work in place and accepted at the time such bond is issued.

STANDARD ADDENDUM TO AGREEMENTS WITH THE HERNANDO COUNTY SCHOOL BOARD

WHEREAS, the undersigned has entered into an Agreement or Contract (hereinafter Agreement) with the Hernando County School Board; and,

WHEREAS, the Agreement sets forth the general terms and conditions of the relationship between the parties; and,

WHEREAS, the undersigned acknowledges that the School Board is the contracting authority for the Hernando County School Board and there are certain standard contract terms expected to be in every agreement by the School Board; and,

WHEREAS, the undersigned hereby agrees that these standard terms are part of the Agreement with the School Board.

1. The Contractor hereby agrees to indemnify, defend and hold the School Board harmless from and against any and all damages of any nature whatsoever which are caused or materially contributed to by the negligent, reckless or intentional acts of the Indemnifying Party.

2. To the extent that the agreement requires the School Board to indemnify Contractor, it shall only be to the extent of the limits set forth in section 768.28(5), Florida Statutes. and then only for the negligent or wrongful act or omission of any officer or employee of the School Board acting within the scope of the officer's/employee's office or employment under circumstances in which the state or such agency or subdivision, if a private person, would be liable to the claimant. Further, except as specifically provided herein, the School Board does not waive any defense of sovereign immunity. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by section 768.28 (9), Florida Statutes. Notwithstanding the foregoing, the School Board intends to avail itself of the benefits of section 768.28 and of other statutes and common law governing sovereign immunity to the fullest extent possible. However, in no event will the School Board's liability under this provision exceed the sum of the lesser of the following: (a) the amount paid by the School Board to Contractor or (b) the amounts identified as statutory limits pursuant to section 768.28, Florida Statutes. if applicable. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law.

3. The parties agree to each pay their own attorneys' fees and costs relating to the negotiation of the Agreement and this Addendum and in relation to any action to enforce the terms of either document.

4. As may be applicable, all persons providing goods or services to the School Board pursuant the Agreement shall undergo the necessary background screening described in section 1012.465, Florida Statutes at their own cost before coming onto School Board property.

5. If the Agreement requires the expenditure of funds for more than one fiscal year, the Agreement shall be subject to termination by the School Board without cause upon a thirty (30) day notice.

6. Any conflict between the terms of this Addendum and the parties original Agreement or subsequent modifications thereof are to be resolved in favor of this Addendum.

7. The Agreement and this Addendum are to be construed in accordance with the laws of the State of Florida, and the parties hereby agree that performance of the terms and provisions of the Agreement are to be performed solely within the State of Florida. The Parties agree that the Circuit Court for the Fifth Judicial Circuit, Hernando County, Florida (hereinafter "Court"), shall have sole and exclusive jurisdiction to enforce the terms of this Agreement, notwithstanding any provisions in the Agreement to the contrary, and the Parties further agree that they will present any disputes under this Agreement, including, without limitation, any claims for breach or enforcement of this Agreement, exclusively to the Court.

8. The payment obligation of the School Board created by the Agreement is conditioned upon the availability of funds that are appropriated or allocated for the payment of services or products. If such funds are not allocated and available, the Agreement may be terminated by the School Board at the end of the period for which funds are available. The School Board shall notify the Contractor at the earliest possible time before such termination. No penalty shall accrue to the School Board in the event this provision is exercised, and the School Board shall not be obligated or liable for any future payments due or for any damages as a result of such termination.

9. If, and to the extent the agreement provides for the payment of any applicable sales taxes, the Parties acknowledge that the School Board is an entity which is exempt from the same as provided by section 212.08(6), Florida Statutes.

10. The Parties agree that in the event Contractor files for bankruptcy, insolvency or receivership during the term of this agreement, the School Board may, at its option, terminate and cancel said contract, in which event all rights hereunder shall immediately cease and terminate.

11. Neither party shall be liable to the other, nor deemed in default under this Agreement to the extent that such party's performance under this Agreement is rendered impossible, impractical, or prevented by reason of force majeure. For purposes of this Agreement, the term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; labor disputes; civil disorders; fires; floods; hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the term of the Agreement.

12. Notwithstanding any provision to the contrary in the agreement, all payments due from the School Board for non-construction services hereunder shall be governed by the provisions of Chapter 218, Florida Statutes.

13. If, and to the extent that the agreement provides for reimbursement of travel and related expenses, the Parties agree that such reimbursements shall be subject to the reimbursement schedules contained in section 112.061, Florida Statutes.

14. Contractor confirms that neither it nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract by any governmental department or agency. This certification is a material representation of fact upon which reliance will be placed when the School Board executes this agreement. If it is later determined that Contractor knowingly rendered an erroneous certification, in addition to the other remedies available to School Board, School Board may terminate the Agreement for default by Contractor.

15. E-Verify. Pursuant to section 448.095, Florida Statutes, Contractor shall use the U.S. Department of Homeland Security's E-Verify system https://e-verify.uscis.gov/emp, to verify the employment eligibility of all employees hired during the term of this Agreement. If Contractor enters into a contract with a subcontractor, the subcontractor must provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien and the Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement. Failure to comply with this provision is a material breach of the Agreement and the School Board may choose to terminate the Agreement at its sole discretion and seek damages pursuant to Florida Statute. By signing below, Contractor affirms that it is registered with and uses the E-Verify system, is otherwise in compliance with section 448.095, Florida Statutes , and acknowledges that it is required to maintain such compliance throughout the term of any Contract entered between the parties.

16. Public records compliance provisions. Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. The parties recognize that the School Board is a governmental entity, subject to Florida law regarding public access to records under Florida Statute, Chapter 119. As such, the Parties agree that only such information as is exempt and confidential under the provisions of law shall be considered confidential under the Term of this agreement and Any confidentiality provisions in the Agreement shall be read in harmony with Florida's Public Records Act, Chapter 119, Florida Statutes. No provisions in the Agreement can be exercised to frustrate the requirements of the law for the release of records. To the extent Contractor provides School Board any information which it believes is confidential or exempt, Contractor shall notify School Board of the specific information that it believes is confidential, as well as the basis for the exemption. Additionally, to the extent that the Contractor has any obligation to act in agency for the School Board, it shall maintain its records subject to section 119.0701, Fla. Stat. If and to the extent that contractor has access to any other confidential information regarding the School Board (such as security information as contemplated by section 119.071(c), Fla. Stat.), the Contractor agrees to use reasonable measures to maintain the confidentiality of such information.

17. To the extent Contractor maintains information that is subject to a public record request, it shall provide the public access to such records in accordance with, and subject to the applicable statutory terms and fees. Failure to do so will be considered a material breach of the original Agreement resulting in immediate termination with no penalty to School Board, and

Contractor will indemnify and hold the School Board harmless for any and all damages and expenses suffered as a result of the material breach and contract termination. Contractor must comply with Florida public records laws, including but not limited to chapter 119, Florida Statutes and section 24 of article I of the Constitution of Florida, and specifically agrees to:

a. Keep and maintain public records required by the School Board in order to perform the service under this agreement; and

b. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Florida Statutes, or as otherwise provided by law; and

c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the School Board; and

d. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the contractor or keep and maintain public records required by the School Board to perform the service. If the contractor transfers all public records to the School Board upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the School Board.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 919 N. BROAD STREET, BROOKSVILLE, FL 34601, Jordan_k@hcsb.k12.fl.us or (352) 797-7009.

Notwithstanding any other provisions of law or statutory interpretation, failure of the Contractor to abide by the terms of these public records provisions shall be deemed a material breach of this agreement and the School Board may enforce the terms of this provision in the form of a court proceeding and shall, as a prevailing party, be entitled to reimbursement of all reasonable attorney's fees and costs associated with that proceeding. This provision shall survive any termination or expiration of the contract.

18. If the Contractor receives any student information / records as a result of this agreement, it will maintain any such information / records as confidential and will not release same to any third parties without the express written approval of the School Board, except third parties who are essential to Contractor's delivery of its services to the School Board and who are bound to maintain the confidentiality of student information/records, and prohibited from unauthorized

redisclosure of such information. Contractor agrees to comply with the Student Online Personal Information Protection Act, section 1006.1494, Florida Statutes. Furthermore, Contractor agrees to maintain and utilize all such student information/records in accordance with the FERPA regulations and only as provided for in the Agreement and this Addendum. If student information/records are requested by way of subpoena or court order, Contractor shall notify the School Board of such request in writing including a copy of the subpoena or order and shall otherwise comply with the FERPA regulations.

19. Contractor agrees to execute an Affidavit Regarding the Use of Coercion for Labor and Services as required by section 787.06(13), Florida Statutes.

20. If the Contractor receives access to an individual's personal identifying information as a result of this agreement, Contractor agrees to provide the School Board with an affidavit signed by an officer or representative of the Contractor under penalty of perjury attesting that the Contractor does not meet any of the criteria in section 287.138(2)(a) to (c), Florida Statutes.

21. Contractor acknowledges that it will comply with all applicable Florida and Federal laws, ordinances, rules and regulations.

Signed and dated by authorized representatives as provided below:

Contractor:

Printed Name: Daniel Bostwright

Title: President

Date: 9-5-24

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
3:28 pm, Aug 12, 2024

CONFLICT OF INTEREST

Bidder must execute either Section I or Section II hereunder, relative to Florida State Statute 112. Failure to execute either section may result in rejection of your bid/proposal. All Proposers must disclose, with their bid/proposal, the name of any officer, director, or agent who is also an employee of the Hernando County School District. Further, all Proposers must disclose the name of any HCSB employee(s) who own directly, or indirectly, an interest in the Proposer or any of its branches or subsidiaries.

SECTION I

I hereby certify that no official or employee of Hernando County School Board, requiring the goods or services described in these specifications, has a material financial interest in this company.

Signature of Officer/Agent authorized

Springer Peterson Roofing & sheet metal
Company Name

Daniel Boatwright
Print Name

P.O. Box 1648 Eaton Park FL
Business Address

Eaton Park FL 33840
City, State, Zip Code

SECTION II

Approved as to form
Nancy McClain Alfonso
General Counsel, HCSB

I hereby certify that the following named Hernando County School Board official(s) and/or employee(s) having material financial interest(s) in this company. *(Please use separate sheet if needed)*

Name

Title or Position

Name

Title or Position

Signature of Officer/Agent authorized

Company Name

Print Name

Business Address

City, State, Zip Code

Revised: 04/23/20

State of Florida

Affidavit Regarding the Use of Coercion for Labor and Services

Respondent Vendor Name: Springer Peterson Roofing

Vendor FEIN: 59-2149277

Vendor's Authorized Representative Name and Title: Daniel Bootwright President

Address: P.O. Box 1648

City: Eaton Park State: FL ZIP: 33840

Phone Number: 1-800-244-1163

Email Address: _____

Section 787.06(13), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute.

The Hernando County School District, Florida is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of Respondent, I certify that the company identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: _____
AUTHORIZED SIGNATURE

Print Name and Title: Daniel Bootwright President

Date: 9-5-24

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: Half Cent Funds- Explorer K8 Roof Replacement Project

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project
3983E	7400	6800	0381	M2090	

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 2,694,930.00	$ 0.00	$ 0.00	$ 2,694,930.00	$ 2,694,930.00	$ 0.00

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$	$	$	$	$

B. Item Currently Not Budgeted -**

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

Funding Source

Account Name

Account Number

Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget:

Prior Year Actual Spent:

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 27. 25-2571 9/24/2024

Title and Board Action Requested
Approve the renewal of the piggyback of Florida Buy Cooperative State Purchasing RFP #21-14, Contract #22-141, Custodial Supplies & Related Products, awarded to Pro-Link, Inc. and authorize the purchase of various custodial & related products for an estimated annual spending of $140,000.00.

Executive Summary
The Manager of Warehouse, Property Control, Printing and Records, on behalf of the Superintendent of Schools, hereby requests the Board approve the renewal of the piggyback of Florida Buy Cooperative State Purchasing RFP #21-14, Contract #22-141, Custodial Supplies & Related Products, awarded to Pro-Link, Inc. with distribution through the local dealer, Lawton Brothers, and authorize the purchase of various custodial & related products for an estimated annual spending of $140,000.00.

HCSB Bid No. 23-485-28 PB RN has been assigned for internal tracking purposes.

My Contact
Genele Firlik
Manager of Warehouse, Property Control, Printing & Records
Phone: (352) 797-7061

Christopher Reckner
Director of Purchasing and Warehousing
Phone: (352) 797-7060

2023-28 Strategic Focus Area
Priority 5: Fiscal Transparency and Capital Planning

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

PURCHASING AGENDA ITEM

Hernando County School District

School Board Approval Meeting: September 24, 2024

Bid No. 23-485-28 PB RN

Bid Title: Custodial Supplies & Related Products

Recommend approval of this agenda item under the specific category below:

☐Lowest Bid(s)	☐Request for Proposal(s)	☐Low Bid(s) Meeting Specification	☐Rejection/Cancellation
☐Revised Award	☒Renewal of Contract	☐Sole Source	☐Re-Award (Partial/Whole)
☐Bid Termination	☐Revisions/Amendments to Bid	☐Bid Extension	☐Emergency
☐Reversed Auction	☒ Piggyback Cooperative		

Bid Contract Period: 09/24/2024 through 09/14/2025 ☐ N/A – One Time Purchase

Contract Type:

☐ Estimated Dollar Amount	☐ Firm, Fixed Dollar Amount	☐ Firm, Fixed Unit Prices	☒ Firm, Fixed Unit Prices, Hourly Rates, Fees and/or Percentages

Renewal Options:

No. of Terms Remaining	☐ Length of Each Term (month)	☒ Length of Each Term (year)	☐ None
2		1	

Rationale/Reason: Renewal of the Piggyback of Florida Buy Cooperative State Purchasing RFP #21-14, Contract #22-141: Custodial Supplies & Related Products, awarded to Pro-Link, Inc. with distribution through local dealer, Lawton Brothers. HCSB Bid #23-485-28 PB RN has been assigned for internal tracking purposes.

Bidders Electronically Downloaded From Public Purchase Website:	**Bids Received:**	**No Bids:**	**Late Bids:**	**Rejected Bids:**	☒ **N/A – Bids Not Required:** Piggyback

Submitted By: Christopher Reckner
Director of Purchasing & Warehousing

School(s): District Wide

Requested By: Genele Firlik
Manager of Warehouse, Property Control, Printing, & Records

Department(s): School Distribution Center

Recommended award, description of items and prices: (See attached)

T/C CODE: 2328

Pro-Link, Inc.

Contact:
Toby Deitzel
toby.deitzel@prolinkhq.com

Local Pro-Link Dealer:
Lawton Brothers, Inc.
Larry Lawton
(407) 383-6869 – cell
(407) 291-2501 – office
lllawton@lawtonbros.com

Pricing Offered – 25% + Discount off Pro-Link Catalog and PAEC Product Schedule.
https://prolink.summitcat.com

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: 2024-25 General Fund/Operation of Plant/Various County-Wide Custodial

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project
	1100	5100/7900	5100	Various	M2370/40100	

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 300,000.00	$	$ 338.40	$ 299,661.60	$ 299,661.60	$ 0.00

Account Name:

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$	$	$	$	$

B. Item Currently Not Budgeted -**

Funding Source:

Account Name:

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

Funding Source:

Account Name:

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $

C. History

Check one:
Prior Year Budget: ○
New for Current Year: ○

Prior Year Approved Budget: $ 300,000.00
Prior Year Actual Spent: $ 122,242.46

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 28. 25-2572 9/24/2024

Title and Board Action Requested
Approve the purchase of AICE Cambridge International Exams, Trainings, Textbooks, Technology, and Advertising Banners for the 2024 - 2025 School Year from Cambridge International and other vendors and approve the purchase for $424,612.00

Executive Summary
Kelly Slusser, Principal of Central High School, on behalf of the Superintendent of Schools, hereby requests the Board approval for funds for the purchase of AICE Cambridge International Exams, Trainings, Textbooks, Technology, and Advertising Banners for the 2024 - 2025 School Year. The mission of Cambridge Education Program is to support excellence and learning in schools and in professional development. They work in partnership with us at Central High School to deliver the best education possible to our learners. The enrollment and demand for these rigorous and stimulating courses has grown quickly.

My Contact
Kelly Slusser, Principal
Central High School
352-797-7020 xt 405

Matthew Brunner, AICE Coordinator
Central High School
352-797-7020 xt 213

2023-28 Strategic Focus Area
Priority 1: Student Success

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Estimated Payments to Cambridge International from Central High School

Trainings				
Heidi Hyde	Extension Literature			1,500.00
B. Torres	Intro Eng Gen Paper			1,500.00
Melendez	Intro Eng Gen Paper			1,500.00
M. Nelski	Introduction English Literature			1,500.00
J. Fermin	Introduction English Language			1,500.00
K. Torrente	Introduction English Language			1,500.00
Kim Koparan Lapp	Extension Global Perspectives			1,500.00
John Hill	Extension History			1,500.00
Chris Seitz	Extension History			1,500.00
Chris Seitz	Extension Comp Sci			1,500.00
Kim Lapp	Extension Global Persp			1,500.00
Samantha Keister	Extension General Paper			1,500.00
Rachel Lawyer	Extension Drama			1,500.00
James Sapia	Extension Psychology			1,500.00
B Devukumar	Introduction Environmental Mgmt			1,500.00
B Devukumar	Introduction Thinking Skills			1,500.00
Rob Berger	Extension Marine Science			1,500.00
Robert Penalvert	Extension Spanish Language			1,500.00
S. Wesdock	Introduction Spanish Language			1,500.00
P. Rojo	Introduction IGSCE Chemistry			1,500.00
TOTAL TRAINING COSTS				**30,000.00**
Retake exams	**30**	**121.15**	**3,634.50**	**3,634.50**
Exams for Spring 2024				
AS Drama		20	121.15	2,423.00
AS Spanish Language		25	121.15	3,028.75
AS English Language		150	121.15	18,172.50
AS English Lit		100	121.15	12,115.00
AS Eng Lit 2		60	121.15	7,269.00
AS English General Paper		450	121.15	54,517.50
AS Media Studies		50	121.15	6,057.50
AS Environmental Mgmt		120	121.15	14,538.00
AS Marine		60	121.15	7,269.00
AS US History		90	121.15	10,903.50
AS Psychology		35	121.15	4,240.25
AS European History		120	121.15	14,538.00
AS Math		25	121.15	3,028.75
AS Thinking Skills		75	121.15	9,086.25
AS Global Persp (50)		75	212.45	15,933.75
AS Comp Sci		75	121.15	9,086.25
IGSCE Chemistry		25	75.9	1,897.50
AICE Diploma entry fees		60	139.55	8373

TOTAL EXAM & DIPLOMA COSTS		**202,477.50**	
English books		6000	
Science books		5000	
Thinking skills books		5000	
Math Books		5000	
Psychology Books		5000	
History Books		5000	
Science Supplies	(non Cambridge vendor)	15000	
Computers for AS Comp Sci	(non Cambridge vendor)	30000	
Furniture for Science Labs	(non Cambridge vendor)	5000	
Digital Communicators for main hallways and common areas		20000	
Wiring and electrical for communication boards		20000	
Promotional products (t-shirts, folders, pens, pencils, etc.)		60000	
Advertising banners for college & career fairs		2000	
Tablecloths for recognition dinners and presentations		1500	
Digital recorders, stands, i-pads for Drama, Global Persp, & Spanish		2500	
Postage		1500	
TOTAL COST OF SUPPLIES/ADVERTISING		**188500**	
Total Anticipated Payment to Cambridge & other vendors during the 24-25 School Year		**424,612.00**	
Anticipated AICE Add-On FTE Funds in October			
480 exams passed X 4397.94 X .16			
(District retains 20%)			
(pending DOE approval)		270,209.43	Available
*PRELIMINARY NUMBER - Does not include add-on FTE from AICE Diplomas			
Remaining funds from 23-24		191,931.70	Available
Total available funds		**$462,141.13**	

CAMBRIDGE
International Education

Fees list: USA

October 2024 to September 2025

Introduction

Our registration year runs from 1 October to 30 September every year. In this fees list, we refer to 'Cambridge schools' – these are schools, colleges or any other organisation registered to offer our programmes and qualifications. For the Cambridge Early Years programme we refer to 'centres'.

In this list you will find our:

- application fees
- Cambridge Pathway programme and qualification entry fees for:
    - Cambridge Early Years
    - Cambridge Primary
    - Cambridge Lower Secondary
    - Cambridge Upper Secondary
    - Cambridge Advanced
- Cambridge Professional Development Qualification (PDQ) fees
- Per learner registration fees for online schools
- administration fees.

Customer notice: As you may be aware we have been undertaking customer research to review our pricing structures to best support schools and learners. This research will help inform work on improvements to our offer from October 2025. We plan to share further updates with customers over the coming year.

Registering as a Cambridge International School or Cambridge Early Years Centre

Before you can offer our programmes and qualifications you must go through our approval process. This includes an approval visit, where a Cambridge representative will visit your school or centre to understand your plans and help you to register. The following application fee will apply to cover this process. The visit may be conducted remotely or in person.
We will refund a portion of the application fee if a school or a centre does not meet our standards. We keep the remainder of the fee to cover the cost of the application process.
If we need to conduct a visit to assess a school or centre's ability to extend the programmes they offer, or if a school is extending to offer our programmes online, a programme extension application fee will apply.

	US DOLLAR ($)
Application fee	3,710.00
Refund following an unsuccessful approval visit	1,240.00
Programme extension application fee	1,855.00

Programme fees

Following a successful application, schools and centres pay a yearly programme fee to access a programme. Additional programmes may be included subject to another approval process. The table below shows what programme can be included at no extra cost. For example, if a school pays the Cambridge Primary programme fee, they could offer the Cambridge Lower Secondary programme without paying an additional programme fee.

What can be included (subject to successful application)

	Cambridge Early Years programme fee	Cambridge Primary programme fee	Cambridge Lower Secondary programme fee	Cambridge Upper Secondary & Advanced programme fee	Cambridge Professional Development Qualifications programme fee
Cambridge Early Years	•				
Cambridge Primary		•	•		
Cambridge Lower Secondary		•	•	•	
Cambridge Upper Secondary				•	
Cambridge Advanced				•	
Cambridge PDQ	•	•	•	•	•

Cambridge Early Years

	US DOLLAR ($)
Programme fee	
Centres that do not offer other programmes of the Cambridge Pathway will pay:	
Centres renewing their registration, or registering for the first time before 31 Dec	3,177.00
Centres registering for the first time part way through the registration year:	
from 1 Jan to 31 Mar	2,383.00
from 1 Apr to 30 Jun	1,589.00
from 1 Jul to 30 Sep	795.00
Centres that offer other programmes of the Cambridge Pathway will pay:	
Centres renewing their registration, or registering for the first time before 31 Dec	1,907.00
Centres registering for the first time part way through the registration year:	
from 1 Jan to 31 Mar	1,430.00
from 1 Apr to 30 Jun	954.00
from 1 Jul to 30 Sep	477.00

Cambridge Primary and Cambridge Lower Secondary

	US DOLLAR ($)
Programme fee	
Schools renewing their registration, or registering for the first time before 31 Dec	5,354.00
Schools registering for the first time part way through the registration year:	
from 1 Jan to 31 Mar	4,015.00
from 1 Apr to 30 Jun	2,677.00
from 1 Jul to 30 Sep	1,339.00
Qualification fees (per exam entry)	
Cambridge Primary Checkpoint (per candidate, per subject)	29.10
Cambridge Lower Secondary Checkpoint (per candidate, per subject)	43.65

Cambridge Upper Secondary and Advanced

	US DOLLAR ($)
Programme fee	
Schools renewing their registration, or registering for the first time before 31 Dec	10,972.00
Schools registering for the first time part way through the registration year:	
from 1 Jan to 31 Mar	8,229.00
from 1 Apr to 30 Jun	5,486.00
from 1 Jul to 30 Sep	2,743.00
Qualification fees (per exam entry)	
Cambridge IGCSE™	80.30 per subject
Cambridge IGCSE Double Award	160.60 per subject
Cambridge ICE entry fee	88.05 per certificate
Cambridge International AS Level component or A2 Level component (except AS Level Global Perspectives)	121.15 per subject
Cambridge International A Level (except A Level Global Perspectives)	195.95 per subject
Cambridge International AS Level Global Perspectives component	212.45
Cambridge International A2 Level Global Perspectives component	164.50
Cambridge International A Level Global Perspectives	267.30
Cambridge IPQ	164.50 per subject
Cambridge AICE Diploma entry fee	139.55 per diploma

Cambridge Professional Development Qualifications (Cambridge PDQs)

Registered Cambridge schools: access to the Cambridge PDQ programme is included in the Cambridge Primary, Cambridge Lower Secondary, and the Cambridge Upper Secondary and Advanced programme fees following a successful approval application.

	US DOLLAR ($)
Programme fee	
Schools renewing their registration, or registering for the first time before 31 Dec	10,972.00
Schools registering for the first time part way through the registration year:	
from 1 Jan to 31 Mar	8,229.00
from 1 Apr to 30 Jun	5,486.00
from 1 Jul to 30 Sep	2,743.00
Induction fees (per Programme Leader)	
Online Programme Leader Induction course (10 weeks)	434.60
Online Programme Leader Extension course (5 weeks)	239.05
Resubmission of the programme plan and rationale for Online Programme Leader courses	117.35 per module
Qualification fees (per exam entry)	
PDQ Certificate (Module 1)	408.70
PDQ Diploma (Module 2) – Syllabuses starting in 6	245.20
PDQ Diploma (Module 3) – Syllabuses starting in 6	245.20
PDQ Diploma (Module 2 + 3) – Syllabuses starting in 5 from 2024	490.40

Please note the Annual Waiver threshold that relates to programme fees charged in October 2025 is being reviewed. The Annual Waiver threshold that relates to programme fees charged in October 2024 remains unchanged and can be found in our 2023/24 fees lists. Please see the customer notice in the Introduction section of this document for more details on the customer research and review we are undertaking.

Per learner registration fees for online schools

Cambridge schools registered as online or approved to offer Cambridge Primary, Lower Secondary or Upper Secondary and Advanced programmes online must pay a learner registration fee per student. We will invoice you for this fee based on the data you provide to us. If you do not submit your learner numbers by the due date, we will charge a 30 per cent increase on the learner registration fee. The amount you must pay at this increased rate will be based on student numbers you submitted the previous year. We cannot adjust your invoice once we have issued it. If you do not submit your learner numbers for two years in a row, we may withdraw your centre status and terminate our Agreement with you.

	US DOLLAR ($)
Schools renewing their registration, or registering for the first time before 31 Dec	44.70 per learner
Schools registering for the first time part way through the registration year:	
from 1 Jan to 31 Mar	33.55 per learner
from 1 Apr to 30 Jun	22.35 per learner
from 1 Jul to 30 Sep	11.20 per learner

Administration fees

You can find fees for results services, post-results services and late entries below. After the final entry closing date, we will charge late fees for any new entries you make, as well as for any entry amendments or syllabus changes. For more information about these services please see the *Cambridge Handbook*.

	US DOLLAR ($)
Late entries (in addition to the normal syllabus fee)	71.40 per entry, per subject
Very late entries (in addition to the normal syllabus fee)	178.45 per entry, per subject
Results services	
Duplicate results – whole school	98.15
Duplicate results – broadsheet only	65.60
Duplicate results – additional fee for despatch by courier	85.30
Priority results information	94.40
Priority results information – additional fee for extra copy	26.25
Priority results information – additional fee for despatch by courier	85.30
Post-results services	
Certifying statement search fee	94.40
Certifying statement – additional fee for extra copy	26.25
Certifying statement – additional fee for despatch by courier	85.25
Certifying statement – additional fee for authentication per statement	335.15
Replacement certificate – candidate/centre details change requested after the issue of certificates	94.40
Replacement certificate – additional fee for despatch by courier	85.25
Replacement statement of results – candidate/centre details change requested after the issue of statements of results	94.40
Replacement statement of results – additional fee for despatch by courier	85.25
Verification of results	41.90
Recalculation of Cambridge ICE or the Cambridge AICE Diploma (non-refundable fee)	
For the first five candidates	227.35
For each additional candidate	22.85
Appeals against enquiries about exam results outcomes Stage 1	327.35
Appeals against enquiries about exam results outcomes Stage 2	392.50

Enquiries about results (EARs)					US Dollar ($)
Service number	Description	Cambridge IGCSE™	Cambridge International AS & A Level	Cambridge Professional Development	
		Component fee	Component fee	Timetabled module	On-demand module
1	Clerical re-check (fee per candidate)	35.55	39.40	35.55	---
1S	Clerical re-check with a copy of the script (fee per candidate)	77.50	78.55	---	---
2	Review of marking and clerical re-check (fee per candidate)	82.65	98.15	82.65	82.65
2S	Review of marking and clerical re-check with a copy of the script (fee per candidate)	124.55	141.60	---	---
3	Review of marking and clerical re-check, with detailed report on assignment module (fee per candidate)	---			131.10
4	Review of marking for one assignment module and report on a group of candidates All candidates in the group must have taken the same combination of components For the first five candidates: For each additional candidate up to maximum 30:	---			575.65 105.20
5	Re-moderation of the school's coursework marks for a component, together with a report on the assessment of the coursework of the candidates (fee per cohort)	471.70	546.15	---	---
9	Report on the work of a group of candidates Note: The report is for the information of teachers only and does not involve any review of marking For the first five candidates: For each additional candidate up to maximum 15:	431.30 60.05	483.70 78.65	431.30 60.05	--- ---
10	Review of selection of evidence – for portfolio of evidence route A review of the choice of the pieces of evidence included in the candidate's portfolio to check that the pieces of evidence chosen meet the criteria for selection in our published portfolio of evidence guidance (fee per candidate)	165.30	196.25	---	---

Return of art & design work		US Dollar ($)
Cambridge qualification	**Per component**	**November**
IGCSE	0400/01	134.05
IGCSE	0400/02	134.05
AS & A Level	9479/01	134.05
AS & A Level	9479/02	134.05
AS & A Level	9479/03	134.05

Please note, November 2024 is the last series the Return of Art & Design work service is available. Please refer to the Cambridge Handbook for further guidance.

The costs to return art & design work are based on items being returned by courier and on work being a maximum size of A2. We may charge additional postage if the maximum size is exceeded. For more information and details of restrictions see Coursework and Moderation – Form 5 available to download at www.cambridgeinternational.org/forms

Other fees

Fees for publications, merchandise, consultancy on curriculum, assessment design and school improvement are available on request.

Refund of fees

We only refund fees if you let us know about the withdrawal of a candidate before the published entry closing date. We issue refunds after the end of the exam series. More information is in the *Cambridge Handbook* at www.cambridgeinternational.org/examsofficersguide

If a school applying to become a Cambridge International School or a Cambridge Early Years Centre does not meet our standards, we will refund the amount stated for a failed application in the 'Registering as a Cambridge International School or Cambridge Early Years Centre' section above.

Taxation

Fees are net of local taxation. All fees are payable without deduction for any taxes; all sums payable to us shall be increased to the extent necessary to provide us with the same net amount we would have received if no such taxes had been applicable to those fees.

Invoicing and payment

We email invoices to your designated Finance contact at your school or centre. To update or change this information, please contact us at info@cambridgeinternational.org.

Learn more

You can find out more about the stages of the Cambridge Pathway on our website.
Our fees: Learn more at www.cambridgeinternational.org/why-choose-us/join-cambridge/our-fees
Cambridge Early Years: Learn more at www.cambridgeinternational.org/earlyyears
Cambridge Primary: Learn more at www.cambridgeinternational.org/cambridgeprimary
Cambridge Lower Secondary: Learn more at www.cambridgeinternational.org/lowersecondary
Cambridge Upper Secondary: Learn more at www.cambridgeinternational.org/uppersecondary
Cambridge Advanced: Learn more at www.cambridgeinternational.org/cambridgeadvanced
Cambridge Professional Development: Learn more at www.cambridgeinternational.org/pdq
Professional development training courses (subject and skills based): Learn more at www.cambridgeinternational.org/professionaldevelopment
Fees for teacher training depend on the type of delivery method and are available on request. Contact info@cambridgeinternational.org for more information.

If you have any questions

Contact us at info@cambridgeinternational.org. Our Customer Services team is available 24 hours a day, 6 days a week. Our hours are Sunday 00:01 UTC to Friday 23:59 UTC, all year round. We are closed on Saturdays 00:01 UTC to 23:59 UTC. For help, go to www.cambridgeinternational.org/help.

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Complete Section A or B; and C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

Account Name: AICE - Carry Forward from Prior Year

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project
	1100	5100	5100	0251	53600	

Original Approved Budget	+ Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 191931.70	$	$	$ 191931.70	$ 191931.70	$ 0.00

Account Name: AICE - Tentative Add On FTE from 2023-24

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project
	1100	5100	5100	0251	53600	

Original Approved Budget	+ Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$	$ 270209.43*	$	$ 270209.43*	$ 232680.30	$ 37529.13

B. Item Currently Not Budgeted -**

Funding Source: _____

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

Funding Source: _____

Account Name: _____

Account Number	Fund	Function	Object	Cost Center	Project	Sub Project

Amount $ _____

C. History

Check one:
Prior Year Budget: ☐
New for Current Year: ☐

Prior Year Approved Budget: $_____

Prior Year Actual Spent: $_____

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Hernando School District

School Board Regular Meeting

Agenda Item # 29. 25-2576 9/24/2024

Title and Board Action Requested
Approve the Renewal and Purchase of Services from Renaissance Learning, Inc. and Issuance of a Purchase Order in an Estimated Annual Amount of $166,584.00 for the 2024-2025 School Year

Executive Summary
The Director of Research and Accountability, on behalf of the Superintendent of Schools, hereby requests the Board to approve the purchase of the eduCLIMBER platform and Accelerated Reader from Renaissance. eduClimber is an interactive student data system that integrates all data points into one platform in order to evaluate and monitor data at the student, school, and district level. This platform also streamlines MTSS paperwork for teachers by automating time intensive processes.

Accelerated Reader (AR) is a digital program that helps teachers and students monitor, manage, and incentivize a student's independent reading practice. The program is designed to help improve reading skills through frequent feedback and reading practice. Schools may use their Title I or internal funds to purchase this program if desired.

This is a current expenditure of $145,200.00 for the annual renewal of eduCLIMBER and they anticipate the possibility of spending up to $166,584.00 due to additional costs of Accelerated Reader for schools and Professional Learning.

The original contract was Board approved at the February 28, 2023 Board meeting. Renaissance Learning, Inc. is the supplier and publisher of this proprietary and copyrighted material.

My Contact
Sonsee Sanders
Director of Research and Accountability
352-797-7000 ext. 224
sanders_s@hcsb.k12.fl.us

2023-28 Strategic Focus Area
Priority 1: Student Success

Financial Impact
See attached budget sheet.

If expenditure is not currently budgeted, this will serve as the budget amendment when Board approved. If the agenda item includes the purchase of goods or services, the funds requested are an anticipated amount and may fluctuate depending on such factors as current market conditions, product availability, additional funding sources, and the needs of the District. Should the actual cost exceed the anticipated amount, the Board approves the additional cost, after review by the superintendent, but not in excess of the funds available in the site's approved annual budget.

Renaissance

Invoice

2911 Peach Street, Wisconsin Rapids, Wisconsin 54494-1905
Phone (800) 338-4204 | Fax (800)788-1272
Tax I.D. #39-1559474

Invoice Number: INV5327758
Invoice Date: 07/01/2024
Bill To Number: 72204

Bill To
HERNANDO COUNTY SCHOOL DISTRICT
919 N BROAD ST
BROOKSVILLE FL 34601-2397
United States

Terms	PO #
Net 30	GUS GIRADAGNINO

Qty Ord	Item Num	Item Description	Tax (Y/N)	Discount	Ext. Price
24200	S200018-01	eduCLIMBER, Software License	N	36,300.00	145,200.00

Total Gross	Discount	Tax	Total Net	Payments Applied	Total Amount Due
181,500.00	36,300.00	0.00	145,200.00	$0.00	USD $145,200.00

Please include **invoice number** with your payment.

Send Payment to

By Check:

Renaissance
PO Box 64910
St. Paul, MN 55164-0910

By Wire:

Bank: Wells Fargo Bank, N.A.
420 Montgomery St.
San Francisco, CA 94104
ABA/Routing: 121000248
SWIFT Code: WFBIUS6S
Account Name: Renaissance Learning, Inc.
Account #: 4945088771

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State of Florida

Affidavit Regarding the Use of Coercion for Labor and Services

Respondent Vendor Name: Renaissance Learning, Inc.

Vendor FEIN: 39-1559474

Vendor's Authorized Representative Name and Title: Ted Wolf, SVP Global Controller

Address: 2911 Peach St.

City: Wisconsin Rapids State: WI ZIP: 54494

Phone Number: (800) 338-4204

Email Address: electronicorders@renaissance.com

Section 787.06(13), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute.

The Hernando County School District, Florida is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of Respondent, I certify that the company identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: Ted Wolf

AUTHORIZED SIGNATURE

Print Name and Title: Ted Wolf, SVP Global Controller

Date: 9-5-2024

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
12:27 pm, Aug 13, 2024

FOREIGN COUNTRY OF CONCERN ATTESTATION
(PUR 1355)

This form must be completed by an officer or representative of an entity submitting a bid, proposal, or reply to, or entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have the definitions ascribed in Rule 60A-1.020, F.A.C.

Name of entity is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Ted Wolf

Title: SVP Global Controller

Signature: Ted Wolf Date: 9-5-2024

Approved as to form & content for HCSD:
Kevin M. Sullivan
Attorney, BGR&H
12:28 pm, Aug 13, 2024

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HERNANDO SCHOOL DISTRICT
Learn it. Love it. Live it.

Federal Terms & Conditions

Provisions for Non-Federal Entity Contracts Under Federal Awards
(Appendix II to 2 CFR Part 200)

All purchases made by a non-Federal entity under a Federal award must contain provisions covering the following, as applicable. These provisions are required and apply under certain conditions when federal funds are expended to make purchases by the Hernando County School District.

1. **EQUAL EMPLOYMENT OPPORTUNITY:**
Except as otherwise provided under 41 CFR, Part 60, this section applies to federally assisted construction contracts. If applicable, the Contractor agrees to comply with the provisions of 41 CFR, Part 60-1.4(b) during the performance of this contract. The provisions may be found in Attachment A to these Federal Terms and Conditions.

2. **DAVIS-BACON ACT:**
(34 CFR 80.36(i)(5)): All vendors, contractors and subcontractors must comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a–7) as supplemented by Department of Labor regulations (29 CFR part 5). (Construction contracts in excess of $2,000 awarded by grantees and subgrantees when required by Federal grant program legislation). (Applies to construction contracts in excess of $2,000 awarded by the district and subgrantees when required by Federal grant program legislation).

3. **COPELAND "ANTI-KICKBACK" ACT:**
(34 CFR 80.36(i)(4)): All vendors, contractors and subcontractors must comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR part 3). (Applies to all contracts and subgrants for construction or repair).

4. **CONTRACT WORK HOURS & SAFETY STANDARDS ACT:**
(34 CFR 80.36(i)(6)): All vendors, contractors and subcontractors must comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327–330) as supplemented by Department of Labor regulations (29 CFR part 5). (Applies to all construction contracts awarded by the district and subgrantees in excess of $2000, and in excess of $2500 for other contracts, which involve the employment of mechanics or laborers).

5. **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT:**
If the Federal award meets the definition of "funding agreement", the recipient or sub-recipient must comply with the requirements of 37 CFR Part 401 "Right to Inventions Made by Nonprofit Organization and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements", and any implementing regulations issued by awarding agency.

6. **CLEAN AIR ACT**
(34 CFR 80.36(i)(12)): All vendors, contractors and subcontractors must comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 7401-7671q.), section 508 of the Clean Water Act (33 U.S.C. 1251-1387), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).(Applies to contracts, subcontracts, and subgrants of amounts in excess of $100,000).

7. **BYRD ANTI-LOBBYING AMENDMENT:**
Contractors that apply or solicitation for an award of $100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

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8. **RECOVERED MATERIALS:**
Section 6002 (EPA) 40 CFR Part 247: For contracts using Federal funding, Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR, Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to procure items containing the highest percentage of recovered materials as designated by the Environmental Protection Agency (EPA) under 40 CFR, Part 247 whenever the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000.

9. **FEDERAL DEBARMENT CERTIFICATION:**
Certification regarding debarment, suspension, ineligibility and voluntary exclusion, as required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, 85, defined at 34 CFR Part 85, Section 85.105 and 85.110-(ED80-0013).

A. *The prospective lower tier ($25,000) participant certifies, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.*

B. *Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall provide an explanation.*

10. **ADMINISTRATIVE, CONTRACTURAL OR LEGAL REMEDES:**
If the vendor/contractor fails to perform to the district's satisfaction any material requirement of the contract or is in violation of a material provision of the contract, the district shall provide written notice to the contractor requesting that the breach or noncompliance be remedied within a set time frame outlined. Nonperformance by a vendor /contractor is any failure to follow the terms, conditions, and/or specifications as outlined in the contract.

11. **HATCH ACT:**
(5U.S.C. 1501-1508 AND 7324-7328: The vendor/contractor will comply with the provisions of the Hatch Act, which limits the political activities of employees whose principle employment activities are funded in whole or in part with federal funds.

12. **CONTRACT TERMINATION FOR CONVENIENCE:**
The Superintendent (or designee) reserves the right to terminate a vendor's contract in whole or in part when it is determined in its sole discretion that it is in the district's best interest to do so. The Superintendent (or designee) will notify the vendor of the intent to terminate, in writing, at least (30) days prior to the effective date of the termination, and the contract will officially terminate at the end of the (30) day grace period. The vendor shall not be entitled to recover any cancellation charges or lost profits.

13. **CONTRACT TERMINATION FOR CAUSE:**
The Superintendent (or designee) reserves the right to terminate a vendor's contract for just cause, without penalty. The Superintendent (or designee) will notify the vendor of the intent to terminate, in writing, at least (30) days prior to the effective date of the termination, and the contract will officially terminate at the end of the (30) day grace period. The vendor may request reconsideration of this decision in writing at any time during the 30 day grace period. The request must be addressed to the Director of Finance & Purchasing who will initiate an internal review of the matter. If the vendor's input is required as part of the reconsideration process, the vendor will be notified when and where to appear. Requests for reconsideration received after the (30) day grace period will be denied. Upon termination of a contract, the Board reserves the right to rescind and re-award a contract to the next low bidder, if determined to be in the best interest of the district to do so.

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HERNANDO SCHOOL DISTRICT
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Provisions for Non-Federal Entity Contracts Under Federal Awards
(Federal Program Requirements - USDA)

In addition to the contract provisions required under Appendix II to 2 CFR, Part 200, these provisions are required by the United States Department of Agriculture ("USDA"), as applicable, when federal funds are expended to make purchases by the Hernando County School District.

14. **RECORDS RETENTION:**
(34 CFR 80.36(i)(11)): All vendors, contractors and subcontractors must retain all records pertaining to this contract for three years after the District makes final payments and all other pending matters are closed.

15. **CIVIL RIGHTS:**
The Vendor shall comply with Title VI of the Civil Rights Act of 1964, as amended; USDA regulations implementing Title IX of the Education Amendments; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; 7 C.F.R. Parts 15, 15a, and 15b; and FNS Instruction 113-1, Civil Rights Compliance and Enforcement—Nutrition Programs and Activities, and any additions or amendments.

16. **BUY AMERICAN:**
(7 CFR PART 210.21 (D)) - Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 (Public Law 105-336) added a provision, Section 12(n) to the NSLA (42 USC 1760(n)), the District is required to purchase, to the maximum extent practicable, domestic commodity or product. Section 12(n) of the NSLA defines "domestic commodity or product" as an agricultural commodity that is produced in the United States and a food product that is processed in the United States using substantial agricultural commodities that are produced in the United States. "Substantial" means that over 51 percent of the final processed product consists of agricultural commodities that were grown domestically. Products from Guam, American Samoa, Virgin Islands, Puerto Rico, and the Northern Mariana Islands are allowed under this provision as territories of the United States. The Buy American provision (7 CFR Part 210.21(d)) is one of the procurement standards the District must comply with when purchasing commercial food products served in the school meals programs.

17. **ENERGY POLICY AND CONSERVATION ACT:**
Contractor and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).

18. **DISCOUNTS, REBATES, AND CREDITS:**
The vendor shall disclose all discounts, rebates, allowances, and incentives received by the company from its suppliers. All goods, services, or monies received as the result of any equipment or USDA Food rebates shall be credited to the District's nonprofit food service account.

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HERNANDO SCHOOL DISTRICT
Learn it. Love it. Live it.

Provisions for Non-Federal Entity Contracts Under Federal Awards
(Federal Program Requirements - FEMA)

In addition to the contract provisions required under Appendix II to 2 CFR, Part 200, these provisions are required by the Federal Emergency Management Agency ("FEMA"), as applicable, when federal funds are expended to make purchases by the Hernando County School District.

19. ACCESS TO RECORDS:
The following access to records requirements apply to this contract:

a. The Contractor agrees to provide the District, the State of Florida, the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.
b. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
c. The Contractor agrees to provide the FEMA Administrator or his authorized representatives access to construction or other work sites pertaining to the work being completed under the contract.

20. DHS SEAL, LOGO, AND FLAGS:
The Contractor shall not use the Department of Homeland Security ("DHS") seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA preapproval.

21. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS:
This is an acknowledgment that FEMA financial assistance will be used to fund the contract only. The Contractor will comply with all applicable federal laws, regulations, executive orders, FEMA policies, procedures, and directives.

22. NO OBLIGATION BY FEDERAL GOVERNMENT:
The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

23. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS:
The Contractor acknowledges the 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this contract.

By signing of this document, the vendor/contractor understands and certifies that they are in compliance with and/or will comply with, all the terms and conditions as specifically stated, where applicable. The vendor/contractor understands that Federal Funding Provisions apply to all contracts where Federal funds are used as a source for the purchase of goods and services. The contract/vendor awarded must not take exception to any part of these regulations.

Company Name (Print): Illuminate Education, Inc. Date: 10/10/2022

Authorized Signature: DocuSigned by: Ted Wolf 0670440ODC884F0...

Printed Name: Ted Wolf

Title: VP - Global Controller

Approved as to Form
Nancy McClain Alfonso
General Counsel, HCSB

Complete Section A **or** B; **and** C

MUST BE COMPLETED IN FULL FOR PLACEMENT CONSIDERATION.
(For Donations, use Section B)

A. Item Currently Budgeted -

	Fund	Function	Object	Cost Center	Project	Sub Project
Account Name	ESSER III	School Administration	Technology-Rentals	Academic Svcs	ESSER III	
Account Number	4450E	7300	3690	9410	99930	

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 21,384.00	$ 0.00	$ 0.00	$ 21,384.00	$ 21,384.00	$ 0.00

	Fund	Function	Object	Cost Center	Project	Sub Project
Account Name	Instructional & Curriculum Devlopment	Technology-Rentals	Assessment	Other Disc Budgets		
Account Number	1100E	6300	3690	9461	49500	

Original Approved Budget	+ - Budget Amendments	- Expenditures / Encumbrances To Date	= Current Available Budget	- Present Request	= Remaining Balance Available
$ 145,200.00	$ 0.00	$ 0.00	$ 145,200.00	$ 145,200.00	$ 0.00

B. Item Currently Not Budgeted -**

Funding Source _____

Account Name _____

	Fund	Function	Object	Cost Center	Project	Sub Project
Account Number						

Amount $ _____

Funding Source _____

Account Name _____

	Fund	Function	Object	Cost Center	Project	Sub Project
Account Number						

Amount $ _____

C. History

Check one:
Prior Year Budget: ☒
New for Current Year: ○

Prior Year Approved Budget: $ 186,950.00
Prior Year Actual Spent: $ 186,950.00

**** WHEN ITEM NOT CURRENTLY BUDGETED IS APPROVED BY THE SCHOOL BOARD, THIS WILL SERVE AS THE BUDGET AMENDMENT****

Agenda Item # 30. 25-2591 9/24/2024

Title and Board Action Requested
Citizen Input on Hernando County School issues on which the School Board customarily takes action (Pink Form - non-agenda items)

Executive Summary
Please see the attached form if you wish to make a presentation before the School Board for matters that pertain to other Hernando County School issues on which the School Board customarily takes actions.

My Contact
Kelly A. Pogue
Secretary to the School Board and General Counsel
Pogue_k@hcsb.k12.fl.us

2023-28 Strategic Focus Area
Other

Financial Impact
There is no financial impact.

NON-AGENDA ITEM COMMENT FORM FOR SPEAKERS

Failure to complete this form or to sign below will prevent the Citizen Input form from being presented to the Board Chair.

LEGAL NAME/**PRINTED**: _____

LEGAL ADDRESS: _____

PHONE: (_____) _____

Identify topics **not** included on the agenda. Topics need to address educational concerns.

TOPIC: _____

_____

_____

Guidelines:

Limited agenda time and the need to conduct meetings in an orderly fashion require that you adhere to the following Citizen's Input guidelines:

- The speaker will adhere to a three (3) minute time limit per speaker.
- Time may not be yielded to other speakers.
- The Chairperson has the authority to limit discussion if the subject is outside of the authority of the School Board Members regarding an issue that is repetitive or is addressing a legally confidential issue.
- Materials or documents you wish to share with the School Board must be attached to this form.
- The Chairperson may deny all forms submitted after the Board Meeting is called to order.
- The HCSD Code of Civility is in effect at all times (see other side).
- The Board typically does not respond to remarks or questions made during Citizen Comments.

My signature is confirmation that I have read, understand, and agree to abide by all guidelines and HCSD Code of Civility:

Signature of speaker: _____

Chairperson's Approval of form: _____

FOR OFFICE USE ONLY:

Date Received: _____

Time Received: _____

Hernando County School Board
CODE OF CIVILITY

The education of our children depends on the ability of the community, parents and staff to share responsibilities, meaningful communication and welcomed participation. Civility reflects the ability of each person to affirm the collective worth of being respectful.

With that, all persons attending or speaking at a school board meeting shall:

- Listen carefully and respectfully
- Not use any offensive gestures, language or profanity
- Not use any threatening words or actions
- Not display any disruptive behaviors, temper or insulting/demeaning words
- Treat others as they would like to be treated
- Never bully, harass or abuse others

*Any lack of civility by any person will result in that person being directed by the Superintendent, or Chairperson, to leave the premises. Failure to follow a directive will result in law enforcement assistance.

Note: The Board typically does not respond to remarks or questions made during citizen input. While no immediate action will be taken by the Board, the Superintendent may follow up the inquiries/comments by directing staff to intervene.