



BRADFORD COUNTY SCHOOL DISTRICT

STACEY SHUFORD CREIGHTON, SUPERINTENDENT

SUPERINTENDENT
Stacey Shuford Creighton

ASSISTANT SUPERINTENDENT
Lisa Prevatt

**Executive Secretary to the
Superintendent
and School Board Members**
Lila Sellars

PRINCIPALS

Bradford Intervention Center (BIC)

Drew Andrews

Bradford High School

Brian Boyer

Bradford Middle School

Mallory McConnell

Bradford-Union Career

Technical Center

Director, David Harris

Brooker Elementary School

Debbi Parmenter

Hampton Elementary School

Brenda Donaldson

Lawtey Community School

Jennifer Vaughan

Rainbow Center Coordinator,

Cindy DeValerio

Southside Elementary School

Earnest Williams

Starke Elementary School

Talltha Chestnut

DIRECTORS / SUPERVISORS

Accountability and Special Programs

Director, Carol Clyatt

ESE / Student Services

Director, Dr. Drew Andrews

Facilities, Maintenance

Supervisor, Joe Cox

Transportation

Supervisor, Louette Smith

Finance

Director, John Vallinski

Food Service - Supervisor,

Linda Milliken

Human Resource

Director, Randy Whytsell

MIS - Director,

Dr. Steve Miller



Welcome to Bradford County School District

AGENDA

SPECIAL SCHOOL BOARD MEETING 5:30 P.M. FEBRUARY 27, 2017

A Workshop will immediately follow the Board Meeting

A. INVOCATION & FLAG SALUTE: Led by: Randy Whytsell

B. CALL TO ORDER: School Board Chairman, Sheila Cummings

C. RECOGNITIONS & AWARDS:

Presented By:

D. INFORMATIONAL REPORTS & ANNOUNCEMENTS: Presented By:

E. CITIZENS REQUEST:

The Bradford County School Board welcomes you to this meeting. This time is set aside for the Citizens of Bradford County to address the School Board. This is not a question and answer time, it is not a political forum, nor is it a time for personal accusations or derogatory remarks to or about school personnel. If you would like to address the School Board, please come to the podium, speak into the microphone and state your name and address for the record, and limit your comments to not more than three (3) minutes. Your participation is welcomed.

F. CORRECT / DELETE ITEMS TO THE AGENDA:

G. CONSENT AGENDA:

**ATTACHMENTS/
CONTACTS**

1. ANY REQUESTS TO REMOVE ITEMS FROM THE CONSENT AGENDA:
2. APPROVE AN ADDITIONAL ALLOCATION FOR HAMPTON ELEMENTARY FOR AN ESE PARA-PROFESSIONAL: A
(Numbers of ESE students are up and this is necessary to meet students' accommodations.
This will be paid out of IDEA funds and will not impact the general fund)
3. APPROVE REQUEST TO APPOINT ARTHUR J. GALLAGHER AS AGENT OF RECORD EXCLUSIVE CONSULTANT/INSURANCE BROKER FOR BRADFORD COUNTY SCHOOL DISTRICT: B
 - a. Florida Blue
 - b. Blue Medicare
 - c. Sun Life Financial
4. APPROVE CHANGE TO ATHLETIC DIRECTOR JOB DESCRIPTION: C

H. ACTION ITEMS:

I. UNFINISHED BUSINESS:

J. EMERGENCY ITEMS:

K. BOARD MEMBERS:

MRS. WHITEMORE -

MRS. CHAPPELL -

MRS. CANOVA -

MRS. REDDISH -

MRS. CUMMINGS -

SUPERINTENDENT COMMENTS -

UPCOMING MEETINGS AND BOARD MEETING DATES:

March 13, 2017 Regular School Board Meeting 6:00 P.M. at Southside Elementary

WORKSHOP

1. Allocations 2017-2018

2. Other Pertinent Information or Concerns

Feb 27 Agenda

2 messages

Prevatt, Lisa <prevatt.lisa@mybradford.us>

Tue, Feb 14, 2017 at 1:49 PM

To: Lila Sellars <sellars.lila@mybradford.us>

Request to approve an additional allocation for Hampton Elementary for an ESE para-professional. Numbers of ESE students are up and this is necessary to meet students accommodations. This will be paid out of IDEA funds and will not impact the general fund.

Lisa Prevatt

Assistant Superintendent
Bradford County School District
501 W. Washington St.
Starke, FL 32091
Office [904-966-6032](tel:904-966-6032)
Fax [904-966-6826](tel:904-966-6826)

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BRADFORD COUNTY SCHOOL DISTRICT

STACEY SHUFORD CREIGHTON, SUPERINTENDENT

501 W. WASHINGTON STREET • STARKIE, FL 32091 • 904.366.6000

Date: February 10, 2017

Name: Florida Blue

Re: Broker of Record Authorization for Bradford School District

Group Number: 60479

Policy Numbers: 60479R9, 60479001, 604790002, 60479005, 60479006,
60479007, 60479008, 60479009, 60479010, 60479R02, 60479R01 and 60479R05

To Whom It May Concern:

Please be advised that Arthur J. Gallagher and Co. has been appointed by Bradford School District as our exclusive consultant/insurance broker of record and to represent us in all matters pertaining to our employee benefit programs. This appointment is effective as of March 1, 2017 and shall remain in full force and effect until notification, in writing, to the contrary is provided to you.

This appointment supersedes and replaces all other appointments and all other letters of authority on record with you.

We authorize to provide Gallagher with any and all information pertaining to our contracts of insurance, rates, losses, reserved, etc. that may be necessary for Gallagher to become completely familiar with our insurance program and to effectively represent our present and future insurance interests.

We agree that Gallagher is not responsible for any deficiencies in our present insurance program and will not assume any such responsibility until they have had reasonable opportunity to review, provide us with recommendations, and arrange any changes in coverage we authorize.

If you have any questions regarding this appointment/authorization, please do not hesitate to contact me. Thank you for your cooperation and assistance in this manner.

Sincerely,

Bradford School District

Name: _____

John Valmisti

Title: Finance Director



BRADFORD COUNTY SCHOOL DISTRICT

STACEY SHUFORD CREIGHTON, SUPERINTENDENT

501 W. WASHINGTON STREET • STARKIE, FL 32091 • 904.966.6900

Date: February 10, 2017

Name: Blue Medicare

Re: Broker of Record Authorization for Bradford School District
Group Number: 60479

To Whom It May Concern:

Please be advised that Arthur J. Gallagher and Co. has been appointed by Bradford School District as our exclusive consultant/insurance broker of record and to represent us in all matters pertaining to our employee benefit programs. This appointment is effective as of March 1, 2017 and shall remain in full force and effect until notification, in writing, to the contrary is provided to you.

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If you have any questions regarding this appointment/authorization, please do not hesitate to contact me. Thank you for your cooperation and assistance in this manner.

Sincerely,

Bradford School District

Name: John Valmori

Title: Director of Finance

Bb



BRADFORD COUNTY SCHOOL DISTRICT
STACEY SHUFORD CREIGHTON, SUPERINTENDENT
501 W. WASHINGTON STREET • STARKLE, FL. 32091 • 904.266.6369

Date: February 10, 2017

Name: Sun Life Financial

Re: Broker of Record Authorization for Bradford School District
Client Number: 240578

To Whom It May Concern:

Please be advised that Arthur J. Gallagher and Co. has been appointed by Bradford School District as our exclusive consultant/insurance broker of record and to represent us in all matters pertaining to our employee benefit programs. This appointment is effective as of March 1, 2017 and shall remain in full force and effect until notification, in writing, to the contrary is provided to you.

This appointment supersedes and replaces all other appointments and all other letters of authority on record with you.

We authorize to provide Gallagher with any and all information pertaining to our contracts of insurance, rates, losses, reserved, etc. that may be necessary for Gallagher to become completely familiar with our insurance program and to effectively represent our present and future insurance interests.

We agree that Gallagher is not responsible for any deficiencies in our present insurance program and will not assume any such responsibility until they have had reasonable opportunity to review, provide us with recommendations, and arrange any changes in coverage we authorize.

If you have any questions regarding this appointment/authorization, please do not hesitate to contact me. Thank you for your cooperation and assistance in this manner.

Sincerely,

Bradford School District

Name: _____

John Valmiki

Title: _____

Director of Finance

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CALHOUN COUNTY SCHOOL DISTRICT

RALPH YODER

Superintendent Of Schools

20859 Central Ave. East, RM-G20 • Blountstown, FL 32424 • Phone: 850-674-5927 • Fax: 850-674-5814

February 17, 2017

The Honorable Stacey Shuford Creighton
Superintendent of Schools
501 West Washington Street
Starke, FL 32091-2525

RE: Arthur J. Gallagher & Co.

Dear Ms. Creighton:

It has come to my attention that the Bradford County School District's insurance committee unanimously recommended that Arthur J. Gallagher & Co. become the district's agent of record. I encourage you and the Bradford County School Board to seriously consider this recommendation. The Calhoun County School Board has had a great working relationship with Arthur J. Gallagher & Co. for many years. They have proven their worth time and again as a valued partner with the Calhoun County School Board.

Please feel free to call me if you have any questions regarding our ongoing relationship with Arthur J. Gallagher & Co.

Sincerely,



Ralph Yoder
Superintendent of Schools

Danny Ryals
District 1

Ray Howell
District 2

Tim Smith
District 3

Kenneth Speights
District 4

Danny Hassig
District 5



Orange County Public Schools

445 West Amelia Street • Orlando, FL 32801-1129 • Phone 407.317.3200 • www.ocps.net

February 17, 2017

Bradford County Schools
501 West Washington Street
Starke, FL 32091

To Whom It May Concern:

We have had a very positive, and long standing relationship with Arthur J. Gallagher as it relates to virtually all aspects of our employee benefit plans. We have found them to be responsive on all issues and requests, and an excellent partner in helping us maintain our benefit programs.

If you have questions, please feel free to call me at 407-317-3200 Ext 2002379.

Sincerely,

Beth A Curran
Senior Director Risk Management

February 17, 2017

Stacey Shuford Creighton, Superintendent of Schools
501 West Washington Street
Starke, FL 32091

Dear Ms. Creighton,

My name is Chris Olson and I am the Risk Manager and Benefits Specialist for the Taylor County School District, located in Perry Florida. I have worked for the school district for the last 17 years, but have been handling insurance for the last 7 years.

I understand that you have been talking to Paul Hebert and Jimmy Kelly from AJ Gallagher for your insurance needs. I wanted to write this letter of recommendation to you because of the fantastic experience we have had with this group. I am sure you are aware that the health insurance market is filled with uncertainty and strife. I have to say that Paul and Jimmy have guided us expertly through dangerous waters and really have had "our back" for the last 25 years.

I feel very sure that your district would have the same experience with them. Many times they have gone above and beyond what I ever expected! They have given our district very good advice and protected our assets at all times.

I whole heartedly recommend them, and would be happy to talk to you at any time if you have questions, or would like to hear about some the problems they have helped us solve.

Respectfully your,

Chris Olson, Coordinator of Employee Services
Taylor County School District
318 North Clark Street
Perry, Florida
850-838-2500 ext. 107
Chris.olson@taylor.k12.fl.us

Role:
**Compliance
Consultant**



Paul is an attorney with extensive experience in the employee benefits field. He works out of Gallagher's Boca Raton, Florida office and is a dedicated resource to Gallagher's Florida offices. Paul's responsibilities include advising both public and private sector clients on the design, implementation and operation of health and welfare, and retirement, arrangements; conducting plan operational and compliance reviews; performing research and consulting on Internal Revenue Code and ERISA compliance issues; and assisting clients with vendor changes. Paul also tracks and evaluates recently adopted and proposed federal and state legislation, regulations and rulings in the employee benefits field (such as PPACA, HIPAA, COBRA, cafeteria plans, and Medicare) and performs internal and external training on new laws and requirements.

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- Key Activities / Responsibilities**
- Day-to-day compliance support
 - Contract/policy reviews
 - Quality/peer review of client deliverables
 - Monitoring and educating clients on legislative/regulatory changes at the federal and state level
 - Speeches and webinars on compliance topics

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- Education**
- Masters in the Laws of Taxation, New York University
 - Juris Doctor (JD) with Tax Honors, Rutgers University School of Law
 - Bachelor of Arts, Vassar College

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- Employment History**
- Arthur J. Gallagher & Co., Compliance Counsel, 2005 to present
 - Reid and Riege, Associate Attorney, Hartford, CT 2002 – 2005
 - KPMG LLP, Manager, Philadelphia, PA 1997 – 2002
 - Capehart & Scatchard, P.A., Associate Attorney, Mount Laurel, NJ, 1994 - 1997

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- Licenses, Designations & Professional Organizations**
- Connecticut Bar
 - New Jersey Bar
 - Pennsylvania Bar (inactive status)
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**Role: Actuarial
Consultant**

Glen is a Consulting Actuary with GBS HealthCare Analytics (HCA), a division of Gallagher Benefit Services, Inc. He has 25 years of varied experience in the actuarial field, and has been with the Gallagher family of companies since April 2000.

Glen's primary responsibility with HCA is to work with plan sponsors in the design, pricing, and financial management of their benefit plans. He works with several Gallagher offices around the country, typically with their largest and most complicated clients. He also provides consulting support to health plans and provider organizations.

Prior to joining Gallagher in 2000, Glen held various positions in the management consulting and insurance industries. He has extensive experience in managed care and in the reinsurance field. He has also served on several health care reform panels and committees.

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| Key Activities / Responsibilities | <ul style="list-style-type: none">• Actuarial support including fund rate analysis, reserve calculations, retiree medical valuations• Consulting on underwriting, budgeting, plan design and claim reserve development• Network evaluations with a focus on provider discounts• Provider negotiations for managed care plans, including risk arrangements• Review stop loss reinsurance arrangements, rates and terms/conditions• Employee contribution modeling• File actuarial reports with regulators |
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| Education | <ul style="list-style-type: none">• B.S. in Mathematics, University of Regina (Saskatchewan)• Masters in Applied Mathematics, University of Waterloo (Ontario) |
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| Employment History | <ul style="list-style-type: none">• Arthur J. Gallagher & Co., Consulting Actuary, 2000 to present• Neighborhood Health Partnership, Chief Actuary• John Alden Insurance Company, Vice President• Great American Reserve Insurance Company, Assistant Vice President• A. Foster Higgins, Consulting Actuary• Confederation Life Insurance Company, Actuarial Assistant |
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| Licenses, Designations & Professional Organizations | <ul style="list-style-type: none">• Member of the American Academy of Actuaries (MAAA)• Fellow of the Society of Actuaries (FSA) |
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Gallagher Benefit Services Florida Public Sector Employee Benefit Clients

Cities and Towns

Apopka, City of
Bartow, City of
Belleair, Town of
Belle Glade, City of
Boca Raton, City of
Crystal River, City of
Eustis, City of
Fort Meade, City of
Fort Pierce, City of
Fort Walton Beach, City of
Gainesville, City of
Gulfport, City of
Gulf Breeze, City of
Indian Rocks Beach, City of
Inverness, City of
Jacksonville, City of
Kenneth City, Town of
Labelle, City of
Lakeland, City of
Lady Lake, Town of
Lake Mary, City of





Lake Placid, Town of
Largo, City of
Longboat Key, Town of
Longwood, City of
Madeira Beach, City of
Marianna, City of
Miami Beach, City of
Moore Haven, City of
Okeechobee, City of
Palm Beach Gardens, City of
Perry, City of
Punta Gorda, City of
Seminole, City of
St. Petersburg, City of
Starke, City of
Tampa, City of
Temple Terrace, City of
Treasure Island, City of
Umatilla, City of
Zephyrhills, City of

Counties

Bradford County
Columbia County





Gilchrist County

Glades County

Gulf County

Hamilton County

Hendry County

Hillsborough County

Levy County

Miami-Dade County

Monroe County

Okeechobee County

Palm Beach County

Pasco County

Suwanee County

Town of Bellair

Town of Lady Lake

Town of Longboat Key

Palm Beach County Board of County Commissioners

Town of Palm Beach

School Boards

Broward County

Calhoun County

Columbia County

Hamilton County





Monroe County

Orange County

Osceola County

Taylor County

Suwanee County

Washington County

School District of Osceola

Special Taxing Districts/Constitutional Officers

Broward Clerk of Courts

Hendry County Sheriffs

Jacksonville Aviation Authority

Jacksonville Electric Authority

Jacksonville Port Authority

Lakeland Housing Authority

Lee County Port Authority

Okeechobee Utility Authority

Port Labelle Community Development District

Sarasota-Manatee Airport Authority

South Florida Conservancy

Suwanee River Water Management District

Tampa Airport Authority



JOB DESCRIPTION

ATHLETIC DIRECTOR**QUALIFICATIONS:**

- (1) B.A. or B.S. Degree from an accredited institution.
- (2) Valid Florida Education Certificate.
- (3) Minimum five years of varsity coaching experience preferred.
- (4) Skills in human relations.
- (5) Organizational skills.

KNOWLEDGE, SKILLS AND ABILITIES:

Must possess considerable understanding of the Florida High School Athletic Association requirements and rules. Must possess organizational skills and an ability to relate to people. Requires knowledge of sports equipment, athletic facilities and its maintenance. Ability to communicate in a variety of modes: verbal, written, and electronically. Must be able to accurately keep financial records.

REPORTS TO:

Assistant Superintendent

JOB GOAL

To supervise the FHSAA athletic programs in consultation with the coaches, principals, and/or superintendent or designee.

SUPERVISES:

Athletic Programs

PERFORMANCE RESPONSIBILITIES:

- (1) Act as a consultant to the administration and coaching personnel on matters pertaining to the athletic program i.e., timelines, sanctions and distribute mail to coaches.
- (2) Hold meetings with coaches whenever necessary; to keep them informed of all FHSAA matters pertaining to the athletic program.
- (3) Represent the school/district in all FHSAA athletic business.
- (4) Enforce and interpret all athletic regulations as specified by the FHSAA.
- (5) Schedule bus transportation for all FHSAA events.
- (6) Attend FHSAA athletic events.
- (7) Inform visiting teams and officials of the pertinent details of their participation i.e., time schedule, dressing room, etc.
- (8) Responsible for written notification to the principal of rules violation pertaining to FHSAA/or Bradford County Student Code of Conduct.

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ATHLETIC DIRECTOR (Continued)

- (9) Responsible for all FHSAA athletic scheduled contracts.
- (10) Responsible to make available to the administration all schedules for athletic events.
- (11) Oversee maintenance of athletic facilities.
- (12) Oversee the budget for all athletic accounts at each school site.
- (13) Oversee ordering of equipment.
- (14) Responsible for negotiating contract for officials.
- (15) Must attend FHSAA meetings.
- (16) Must arrange securing of athletic facilities and equipment at the end of athletic events.
- (17) Responsible for arranging practice schedules and use of facilities.
- (18) Responsible for promoting awareness of academic/athletic scholarships.
- (19) Responsible for all FHSAA eligibility requirements of student athlete.
- (20) Athletic Director is first in line to mediate athletic concerns.
- (21) Comply with all state and federal laws pertaining to athletics.
- (22) Coordinate with school administration, inmate crews, for school grounds.

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

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

EVALUATION:

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

Job Description Supplement Code 8

Bd. Approve 2-27-2017