

Wilson T. McClellan
Superintendent



20859 Central Ave E, RM-G20
Blountstown, FL 32424

Board Meets Second
Tuesday of Each Month

Phone: 850-674-5927
FAX: 850-674-5814

Date

Name of SES Provider
Address
Address

RE: School Board of Calhoun County Title I Supplemental Education Services Contract

This is your 14 day notification that following an investigation a recommendation will be made to terminate for cause the Calhoun County School Board Title I Supplemental Education Services Contract with _____SES Provider Name_____. The recommendation will be placed on the School Board Agenda for consideration on ___date___ at ___time___. The Board Meeting will be held at 20859 Central Avenue E, Room G-20, Blountstown, FL. You or your authorized representatives are invited to attend this meeting and will be presented with the opportunity to address the School Board on as well as submit written documentation to the Board prior to the meeting. In the interest of the safety and well-being of our students, effective immediately, you are to perform no further work on this contract.

The following reasons for the recommendation of termination are:

1. Fingerprint/Background Checks, as outlined on page 7 of 21, for tutors has not been completed.
2. Student Learning Plans, as defined on page 10 of 21, were not submitted or do not include required information. The District assigned ___#___ students to the Provider on ___date___. As of October 15, 2009, ___#___ were submitted and approved, ___#___ were submitted and denied, ___#___ are submitted and pending. The Student Learning Plan must be approved by all parties before services can begin and the Provider made insufficient efforts to obtain all required signatures, as defined on pages 10, 11, and 13 of 21.
3. The Provider has not completed transportation arrangements. This creates a safety concern.
4. The Provider has not secured facility arrangements or clarified supervision of students with participating schools. This creates an additional safety concern.
5. The provider has violated the EIA SES provider Code of Ethics in the following manner:

6. Other:

Sincerely,

Vicki Davis
Assistant Superintendent