

MEETING MINUTES  
SCHOOL BOARD OF SANTA ROSA COUNTY  
March 14, 2013-6:30 PM

A. Call to Order and Roll Call

*The School Board of Santa Rosa County met in regular session at 6:30 p.m. with the following members present: Mrs. Diane Coleman, Chairman, Dr. Diane Scott, Vice-Chairman, Mr. Hugh Winkles, Mr. Scott Peden, and Mrs. Jennifer Granse. Also present was Timothy S. Wyrosdick, Superintendent of Schools and Secretary and Paul R. Green, Board Attorney.*

B. Pledge of Allegiance

*The Chairman called the meeting to order and Mr. Tim Wyrosdick lead us in the Pledge of Allegiance to the Flag and in a moment of silence.*

C. Approval of Minutes

1. School Board Minutes Feb. 21, 2013

Motion to Approve was moved by Jenny Granse , Seconded by Diane Scott. Motion Passed by a vote of 5-0.

D. Oral Written Communications

*Mr. Wyrosdick thanked the board and expressed his appreciation for their attendance and support at the Teacher of the Year Banquet. He reminded everyone that the Santa Rosa School Related Employee of the Year (SREY) banquet is also coming up and he is sure everyone will have a good time and enjoy that one as well.*

*The only change in tonight's agenda is a request to move item J.1. up to the beginning of the action agenda.*

E. Recognitions Resolutions Proclamations

was moved by Diane Coleman , Seconded by Scott Peden.

*None*

F. Public Hearing

*None*

G. Public Forum- (Request to address the School Board regarding an item not on the agenda)

*Ms. Dawn Stone came forward as a parent and as an employee of the school system and expressed her concern about the manner in which Ms. J. Hughes was treated. She asked the board to reconsider allowing her to keep her position.*

*Ms. Stacy Cline shared that she was the parent of 3 children who attend E. Milton Elementary. She stated that she hated that Ms. Hughes is not at the school.*

*Julia Cassidy, Ms. Hughes' mother. She spoke on her behalf asking the board to look at Ms. Hughes' entire career before making a judgment on her. She did not want to see her daughter's professional career destroyed over one personal mistake.*

*Tammy Dillard, a teacher at East Milton Elementary also spoke on behalf of Ms. Hughes pointing out the school had over 88% reduced and free lunch students and how much Ms. Hughes did for all*

*the students at her school.*

*Tammy Dasher, a teacher at Pace High School came forward in support of Ms. Hughes and told everyone that Ms. Hughes was her mentor when she was in school.*

*Sheila Sabocal mentioned that she and Ms. Hughes have been co-workers a couple of times over the years and she would like to speak on her behalf. She questioned why some employees who have made mistakes are still in their current position and seem not to have suffered any repercussions. She believes all employees should be treated the same.*

*Christopher Beck recalled how much Ms. Hughes helped him and mentored him after 16 years of abuse and 7 years in prison. He is now a minister and works with others who are in jail.*

*Ann Smith also spoke on behalf of Ms. Hughes. Ms. Hughes taught her special needs son while at Pace High School. She was grateful for Ms. Hughes and the work she did with her son. She has devoted 23 years of her life to the students of Santa Rosa County and would like the board to keep that in mind.*

*Mike Droogsma, came forward and distributed an information sheet to the board members which contained details about his request that the board consider partnering with the City of Gulf Breeze to rubberize the track surface at Gulf Breeze High School.*

*Mr. Droogsma shared with the board that a rubberized surface is the only FHSAA approved surface to host any District, Regional or State Track Meet. Having such a track at the high school would mean we could host track meets, which could be a huge financial help to the area. A rubberized track at Gulf Breeze High School would be utilized by well over 2500 students, including students from GBES, GBMS and the high school.*

*Mr. Droogsma noted that over the past few years he has had discussions and offers from individuals, businesses and the City of Gulf Breeze where they offered to assist in the costs of construction, maintaining, insuring and supervising a rubberized track if it became a semi-public access facility. The City of Gulf Breeze has initially offered \$75,000 for construction, to expand their insurance policy to cover the entire facility, and to put paid personnel at the facility to monitor authorized users during public use periods and to assist with annual maintenance. He called attention to three proposals including with his paperwork. Dr. Scott asked him where the rough estimates came from. He responded that he received a copy of the quote used for Washington High School and he also looked at several other schools in South Florida who have recently had a rubberized track constructed. Mr. Droogsma also mentioned that he would ultimately like to see all high schools have this type of tract, not just Gulf Breeze.*

#### *Administrative Agenda*

- H. Approval of Agenda- Items may be pulled from the Administrative Agenda and placed under the respective Action Agenda category by request of the Board member/Superintendent

Motion to Approve was moved by Scott Peden , Seconded by Hugh Winkles. Motion Passed by a vote of 5-0.

***Board approved all Administrative Agenda items H. 1,2,3,4 as submitted below:***

1. Human Resource Items
  - a. Leaves: Without Pay, Illness In Line Of Duty, Military Leave; Out-Of-State Temporary Duty Requests
  - b. Annual Fire and Life Safety Inspection Reports

- c. Administrative Personnel Board Agenda
  - d. Substitute Teacher List
- 2. Curriculum/Instruction Items
  - a. Student Reassignment/Transfer Requests
  - b. Suspensions
  - c. School Volunteers
- 3. Financial Items
  - a. Budget Amendment #BA/05, Bills/Payroll, and Monthly Financial Statement for January 2013
- 4. Administrative Operational Items
  - a. Requests for Facility Use
  - b. Field Trip Requests

#### *Action Agenda*

- I. Administrative/Operational Recommendations- Joey Harrell, Assistant Superintendent for Administrative Services

- 1. DAG Agenda Items

***The board reviewed the status of the current DAG Construction projects.***

- 2. Pinder Martin Agenda Items

Motion to Approve was moved by Hugh Winkles , Seconded by Jenny Granse. Motion Passed by a vote of 4-1.

***The board approved awarding the Pace High School Press Box bid to A. E. New, Jr., Inc. as the best and lowest at \$378,000.***

Motion to Approve was moved by Diane Scott , Seconded by Jenny Granse. Motion Passed by a vote of 4-1.

***Mr. Peden asked how much over the budget was the original bid on the Gulf Breeze High Field Houses. Mr. Harrell stated we tabled the original bid on this project because it was about \$125 - \$150,000 over the budget projection. After making some changes in the Phase I design, the project is ready to be re-bid. Mr. Peden expressed his concern over spending this much money in a time when we might be faced with expenses for security at the schools. He recently attended the Security Task Force meeting and he feels certain that we will need to spend money on upgrading security and safety at the schools.***

***The board approved the preliminary cost estimate for the Gulf Breeze Field Houses.***

***The board reviewed the status of Pinder-Martin Associates current construction projects.***

- 3. Direct Purchasing Change Orders

Motion to Approve was moved by Scott Peden , Seconded by Hugh Winkles. Motion Passed by a vote of 5-0.

- 4. Certification of Facilities Data

Motion to Approve was moved by Jenny Granse , Seconded by Diane Scott. Motion Passed by a vote of 5-0.

5. Qualified Contractor

Motion to Approve was moved by Scott Peden , Seconded by Hugh Winkles. Motion Passed by a vote of 5-0.

***The Board approved Bullard-Cook, Inc. 624 S. Perry Street, Montgomery, AL 36104 as a Certified Educational Facility Contractor.***

J. Human Resource Recommendation- Lewis Lynn Assistant Superintendent for Human Resources

1. Human Resource Action Agenda

Motion to Approve was moved by Hugh Winkles , Seconded by Diane Scott. Motion Passed by a vote of 5-0.

***The board approved the appointment of Mr. Wes Underwood as Coordinator of Mathematics and Science, effective April 23, 2013.***

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 5-0.

***The board approved the administrative appointment of Ms. Pam Smith, as Director of Elementary Education effective July 1, 2013.***

Motion to Approve was moved by Diane Scott , Seconded by Hugh Winkles. Motion Passed by a vote of 5-0.

***The board approved the termination of employment effective March 15, 2013 as submitted and approved the 2013-14 Staffing Plan Revision.***

K. Curricular and Instructions Recommendation – Bill Emerson, Assistant Superintendent for Curriculum and Instruction

1. Early Terminations

Motion to Approve was moved by Jenny Granse , Seconded by Diane Scott. Motion Passed by a vote of 5-0.

2. Alternative Placements

Motion to Approve was moved by Scott Peden , Seconded by Hugh Winkles. Motion Passed by a vote of 5-0.

***Parents of student #A13-0151-42 asked the board for leniency for their child. They explained they have sat down, talked with and are helping him learn to control his actions. Their child goes to church and is a good student and a hard worker. The mistake that he made is not in his character and they don't want it to ruin his education. Mr. Wyrosdick explained how much he appreciates the parents for understanding where their son needs to be. He agreed it was a mistake but it isn't anything their child can't overcome. While it is a difficult decision for the board to make, he encouraged the student to work hard while at the Learning Academy and it is the board's desire to return him back to his school as soon as possible as was demonstrated by the board's approval of several students' early terminations of alternative placement/expulsion that were addressed earlier in the agenda.***

***The board approved the student alternative placements/expulsions as submitted.***

3. Agreement between SRCSB and Sacred Heart Health System

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 5-0.

4. Student Affiliation Agreement between SRCBSB and Winkles Pharmacy

Motion to Approve was moved by Diane Scott , Seconded by Jenny Granse. Motion Passed by a vote of 5-0.

***Mr. Winkles pointed out that he did not feel it was a conflict to vote on this item, but asked Mr. Green, Board Attorney for his opinion. Mr. Green also did not feel it was a conflict. Winkles Pharmacy is owned by Hugh Winkles' brother and the pharmacy has worked with students enrolled in the Pharmacy Tech program at Locklin Tech Center in the past to help them establish a clinical learning experience.***

5. NOAA Grant - Navarre Beach Marine Science Center

Motion to Approve was moved by Jenny Granse , Seconded by Scott Peden. Motion Passed by a vote of 5-0.

***Ms. Charlene Mauro, teacher at Navarre High School and at the Navarre Beach Marine Science Center came forward to review and discuss her request for a NOAA Grant. She explained that the Navarre Beach Marine Science Station would like to expand their offerings. They have requested and received the support of the Santa Rosa County Commissioners to expand the footprint at the current location which they are hopeful will include an Interpretive Center, similar in size and design to the current station and approximately 6,000 sq. ft. and an outdoor classroom, similar in size and design to the current restroom pavilion. NBMSS strategy for program expansion is two-fold, first they are currently submitting two grants for program expansion through NOAA and the Gulf Coast Promotional Fund set aside by BP; and second they intend to develop a non-profit in affiliation with NBMSS that will allow them to receive various philanthropic gifts and tax deductible donations. They NBMSS facility is bursting at the seams. NBMSS is hopeful the County will develop a second structure next door. Ms. Mauro requests the boards support and allow her to apply for the grant.***

***The board approved her request to apply for NOAA grant.***

6. District English Language Learners Plan (ELL)

Motion to Approve was moved by Diane Scott , Seconded by Jenny Granse. Motion Passed by a vote of 5-0.

7. Delayed Entry during FCAT testing

Motion to Approve was moved by Diane Scott , Seconded by Jenny Granse. Motion Passed by a vote of 5-0.

8. Elementary school supply lists

Motion to Approve was moved by Diane Scott , Seconded by Jenny Granse. Motion Passed by a vote of 5-0.

9. Approval requested on 8 New Components -Test Prep Training for Teachers

Motion to Approve was moved by Scott Peden , Seconded by Jenny Granse. Motion Passed by a vote of 5-0.

10. Early Head Start/Head Start Monthly Report for February 2013(Review Only)

***The board reviewed the Early Head Start/Head Start Monthly Report for February, 2013.***

L. Financial Recommendations – Susan McCole, Assistant Superintendent for Administrative Services

1. Presentation of Audit of the Annual Financial Report, Year Ending June 30, 2012

Motion to Approve was moved by Hugh Winkles , Seconded by Jenny Granse. Motion Passed by a vote of 5-0.

*Alan Jowers, CPA with Carr Riggs and Ingram came forward to present the audit of of Annual Financial Report for year ending June 30, 2012. He explained that he has already met with the Superintendent and Ms. McCole, Assistant Superintendent for Finance to review the audit. Mr. Jowers shared with the board that we basically had a very good report. There were no findings for our Federal programs at all and only a handful of adjustments that needed to be made on the Financial Statements. Their management letter included an item we need to work on: ML2011-2 Employee Time Certifications and Personal Activity Reports. (Employees being paid with 100% federal funds are required to prepare and submit semi-annual certifications to the District). The auditors noted several instances where certifications were turned in after the June 30th and December 31st due dates. Employee certifications document compliance that federally funded personnel are performing duties based on their funded position.*

*Mr. Winkles commented that he feels this is a pretty good report especially when you consider how much money the district deals with but we do need to make the corrections as mentioned by the auditors. The Superintendent thanked Mr. Jowers for his presentation.*

M. Items from Board Members

*Mr. Peden asked if we could put a group of community members together and discuss the request made earlier for the Gulf Breeze High School track to be rubberized. Mr. Wyrosdick shared with everyone that this has been a topic of discussion for quite a while. He didn't feel it would be right to rubberize one track until we can commit to all the high schools. Mr. Peden asked if it would make any difference if no funding was required of the district. There is always some type of funding required of the district when we take on a project like this. He feels we are currently providing adequate tracks at our high schools. Some of our schools have tracks that cannot be expanded therefore would not meet the requirements of the Florida High School Athletic Association for district, regional or state competitions.*

*Mr. Winkles reminded everyone that in previous discussions about this, there was an issue in regards to liability. Mrs. Retherford said that she was not aware of any insurance company that would insure someone else's property. Since the track belongs to the school board we would have to be responsible for our own insurance coverage.*

*Dr. Scott thanked the Transportation folks for inviting her to the St. Patrick Day luncheon. She said it was a nice gesture to have the luncheon for the transportation department employees.*

*Mrs. Coleman shared with everyone that she attended the Take Stock in Children luncheon this week and said how phenomenal the young lady who spoke at the event was. She will be graduating with her high school diploma and her AA degree and is to be commended for her hard work. Mrs. Coleman also attended the FFA Land Judging and congratulated Jay High School for winning the district competition. She also attended an activity at HNMS and was 4 for 4 when asked to guess the type of milk they sampled.*

N. Items from Board Attorney

*Mr. Green shared with the board that Title Insurance has been ordered for the property the board is purchasing on Highway 90. He said there are no major issues with the purchase, but there are a few things that are being addressed. A meeting has been scheduled next week to work things out but it isn't anything that might derail the purchase. The issue he mentioned at the last board meeting about a home owner needing a separate easement to his property is not a problem any longer. The easement he is seeking is to a adjoining recreational site and not his home property. The current*

*owner of the property will provide him with another route to this site. It will not involve the school district.*

O. Items from Superintendent

1. 2013-14 School Choice Plan

*The Superintendent asked for a school board member volunteer to serve on a committee that will review the current School Choice Plan and also review proposed or needed changes for the 2013-14 plan. The first large group meeting will be held March 25, 2013. Mrs. Granse volunteered to serve as the School Board Member on this committee.*

2. Discuss 2013-14 School Calendar

Motion to Approve was moved by Jenny Granse , Seconded by Scott Peden. Motion Passed by a vote of 5-0.

*The Superintendent called attention to a draft copy of the 2013-14 school calendar. He would like the calendar committee to discuss the possibility of ending the semester before Christmas break. Ending the first semester before the Christmas holidays helps both the student and the teacher. Teachers don't have to spend time after Christmas reviewing material that was covered during the first semester before the semester tests are given. All of that would have been completed before the students leave on their holiday. When everyone returns they can start up on second semester material.*

*A couple of questions were asked about planning days, working days and graduation dates. Mr. Wyrosdick said the copy of the calendar is only a rough draft. The calendar committee would have to review it and make sure the correct amount of days are included in each semester as well as the planning days, holidays and graduations are all included before they submit it to the board for approval. The board approved asking the calendar committee to meet and revamp the 2013-14 calendar and bring it back to the board for approval.*

3. Literature Distribution Policy

*Mr. Wyrosdick shared with the board that our current school board policy 9.40 is very vague and leaves a lot of gray areas. This policy was originally written when our district was much smaller and the amount of requests we received to distribute literature both to teachers and students was minimal. It has gotten so big that we now have anywhere from 3-5 requests everyday that have to be evaluated individually and has become very time consuming. He would like to ask some of our administrators and a school board member to get together and work up a concrete policy. Other school districts do it differently and he will pull together copies and ask the group to use them as examples as they work on developing a more solid policy. Mr. Winkles volunteered to serve on the committee to re-evaluate and re-develop our school board policy 9.40.*

4. 2013-14 Student Code of Conduct

*The Superintendent asked for a school board member to volunteer to serve on the Student Code of conduct committee that will review the current Code and review proposed or needed changes for the 2013-14 school year. Dr. Scott volunteered to serve as the board representative. Their first meeting will be held April 2, 2013.*

P. Adjournment

*There being no further business the meeting was adjourned.*

***DONE AND ORDERED IN LEGAL SESSION by the School Board of Santa Rosa County this 14th day of March, 2013 A. D.***

***SCHOOL BOARD OF  
SANTA ROSA COUNTY***

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***Chairman***

***ATTEST:***

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***Superintendent of Schools***