

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
June 27, 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: Dr. Diane Scott, Vice-Chairman, Mr. Scott Peden, Mrs. Jennifer Granse, and Mr. Hugh Winkles. Mrs. Diane Coleman was out of town. Also present was Timothy S. Wyrosdick, Superintendent of Schools and Secretary and Paul R. Green, Board Attorney.

B. Pledge of Allegiance

The Vice-Chairman called the meeting to order and Mrs. Charlin Knight lead us in the Pledge of Allegiance to the Flag and in a moment of silence.

C. Approval of Minutes

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

Items C. 1 and C. 2 approved as submitted below.

1. Approval of School Board Minutes June 13, 2013
2. Approval of School Board Workshop - June 13, 2013

D. Oral Written Communications

None

E. Recognitions Resolutions Proclamations

None

F. Public Hearing

1. 2013-2014 Student Code of Conduct

Motion to Approve was moved by Scott Peden , Seconded by Jenny Granse. Motion Passed by a vote of 4-0.

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

The Vice-Chairman opened the floor for the public forum and asked if anyone wanted to address the board regarding any item not on the agenda.

Ms. Vera Nowling-Driggers, Bus Driver with Durham, handed out information printed from Santa Rosa District website that she feels is incorrect regarding contracted workers. Ms. Nowling-Driggers stated that she is at the board meeting to correct misleading information related to wages and benefits for contracted drivers. Information posted on the website gives the average driver salary and benefits at over \$24,000. She presented information showing that one contracted driver is close to that figure (\$25,900); most contracted drivers average between \$12-15,000 per year. Contracted drivers who are still on United Health Care have decent benefits; most are on Starbridge which is not as good. Mr. Winkles asked if the figures posted on the website for contracted employees include benefits (insurance and leave) or if that figure is salary only.

Mr. Dean Phinney of the Teamsters Union stated that Durham does not pay for any insurance or sick leave and asked that information on Santa Rosa District website be corrected.

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 Jenny Granse. Motion Passed by a vote of 4-0.

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

1. Human Resource Items
 - a. Human Resource Administrative Agenda
 - b. Leaves: Without Pay, Illness In Line Of Duty, Military Leave; Out-Of-State Temporary Duty Requests
 - c. Safety Compliance and Reporting 2012-2013
2. Curriculum/Instruction Items
 - a. Student Reassignment/Transfer Requests
 - b. Suspensions - June 27, 2013
 - c. School Volunteers
3. Administrative Operational Items
 - a. Facility Use Requests 6/27/13
 - b. Field Trip Requests

Action Agenda

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

1. RFB 13-09 Storm Resistant Screens 062713

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

The board approved awarding bid 13-09 storm resistant screens to Michael J. Evans Construction, Gulf Breeze, Florida, as the best and lowest bidder. This will be based on a grant the district received.

2. Property Inventory Audits 062713

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

The board approved property inventory audits which were required and completed as administrators accept new positions (Mrs. Pam Smith, Mr. Wesley Underwood, Ms. Sharon Patrick).

3. Surplus 062713

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

4. 2013 Start and Dismissal Times corrected 062713

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

The board approved correction of early dismissal times that was submitted and approved at May 23, 2013 board meeting. This affected three schools - Bagdad Elementary 11:05 a.m., East Milton Elementary 11:05 a.m., and Holley Navarre Middle 1:10 p.m.

5. 2013 FSMC Amendment 062713

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

The board approved renewing the Sodexo contract for this fiscal year. By federal law it can be renewed up to four times; this will be the final time.

6. Transportation Quarterly Report June 27, 2013

Bob Downin, General Manager of Durham School Services, presented the transportation quarterly report. Mr. Downin started by giving the status of operations (number of regular drivers, ESE routes, and monitors within the transportation department as well as the number of employees on leave). They have a number of applicants and are recruiting and training new drivers throughout the summer; should be ready for fall and have plenty of subs.

They have saved over \$291,000 in the following areas. They are more efficient, have fewer routes, implementation of the idling program, and fuel costs have gone down.

The safety program is not doing as well in this quarter as last; they are hiring more trainers to have safety record improvement. During fiscal year 2012-2013, they had 60 preventable accidents, 15 non preventable accidents, and FRO - for record only (no damage - still report incident).

Mr. Downin talked about the Durham leadership program (continuing education) that management employees are required to complete. This is an 18-hour course (coaching, organization - 9 different areas). All who participated passed this course; presented completion certificates to Virginia Sutler, General Manager in Milton; Angie Quinn, Safety Coordinator; Teresa Foster, General Manager in Pace; Tasha Dykes, Driver Supervisor in Milton area; John Willoughby, General Manager at the south end.

Mr. Downin read his letter of resignation; he has accepted a position with Bay County School District. He thanked Santa Rosa School District for the opportunity to work in our district. Mr. Downin's last day with Durham will be July 12, 2013. Superintendent Wyrosdick thanked Mr. Downin for his service to Santa Rosa County. Mr. Joey Harrell, Assistant Superintendent for Administration, thanked Mr. Downin for his service and talked about the upcoming transition. Mr. Harrell stated that he's had conversation with Rob Bowman to discuss a plan for opening advertisement to find a Director of Transportation. Mr. Harrell also pledged his willingness to roll up his sleeves and run transportation until they find a replacement for Mr. Downin.

7. DAG Architect Agenda Items

The board reviewed the status of the current DAG Architects construction projects. The Milton High School science lab addition project is out for bid; the bid date is July 9 and will be presented to the Board on July 11.

8. Pinder Martin Agenda Items

Motion to Approve was moved by Hugh Winkles , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

The board reviewed the status of current Pinder Martin projects. There are no change orders at this

time. The board approved awarding the Dixon Intermediate Kitchen Expansion to Larry Hall Construction Inc. as the best and lowest bidder.

9. Direct Purchasing Change Orders

Motion to Approve was moved by Scott Peden , Seconded by Jenny Granse. Motion Passed by a vote of 4-0.

The board approved change orders decreasing the projects payable below to the appropriate contractor by the amounts shown below. These decreases are to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing. Details are printed on spreadhseets as presented.

**Chumuckla Elementary - New Kitchen/Cafeteria/Music/Art Rooms
Larry Hall Construction - \$38,405.77*

**Gulf Breeze High - Softball/Baseball Fieldhouses
A.E. New, Jr., Inc. - \$2,609.25*

**Jay High - Kitchen/Cafeteria/Band/Chorus/Demo Building 1
R.D. Ward Construction - \$99,844.23*

**Pace High - Press Box
A. E. New, Jr., Inc. - \$82,747.87*

**Rhodes Elementary - Kitchen Expansion/Cafeteria Renovation
R. D. Ward Construction - \$146,477.66
Note: The Board approved \$144,172.87 last month. That figure was submitted in error (duplicated that amount from 04/25/13 meeting). Last month's ODP total should have been \$32,097.35.*

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 Jenny Granse. Motion Passed by a vote of 4-0.

The board approved the administrative appointment of Ms. Kelly Allen, Interim Principal of Jay Elementary, effective July 1, 2013.

Motion to Approve was moved by Hugh Winkles , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

The board approved the administrative appointment of Mr. Sean Twitty, Interim Principal of Central School, effective July 1, 2013.

Motion to Approve was moved by Jenny Granse , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

The board approved the suspension (effective June 20-July 11, 2013) and intend to terminate employee as submitted with effective date of July 12, 2013.

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

of 4-0.

The board approved the revised administrative recommendations for 2013-14.

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

1. Alternative Placements-June 27, 2013

Motion to Approve was moved by Scott Peden , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

Mr. Wyrosdick made the middle and high school recommendations for alternative placement and the chairman asked if anyone wanted to address the board regarding any of the alternative placements. No one came forward.

2. Workforce Escarosa (WIA) Grant Synopsis

Motion to Approve was moved by Jenny Granse , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

3. University of West Florida Agreement for Services

Motion to Approve was moved by Jenny Granse , Seconded by Scott Peden. Motion Passed by a vote of 3-0.

Dr. Scott recused herself from this vote since she is also employed by University of West Florida.

4. Title X, Part C 2013-2014—Communities of Learning/Homeless Education Program

Motion to Approve was moved by Scott Peden , Seconded by Jenny Granse. Motion Passed by a vote of 4-0.

Mr. Wyrosdick talked about the effects of sequestration on our school system; the reduction in federal dollars; most of the loss has to be compensated by the use of our operational dollars.

5. Title 1 Part A, Basic—Education of Disadvantaged Children and Youth

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

6. Contract: Santa Rosa District Schools and Florida Department of Health in Santa Rosa

Motion to Approve was moved by Scott Peden , Seconded by Jenny Granse. Motion Passed by a vote of 4-0.

Mr. Wyrosdick talked about Dr. Karen Barber receiving a community award yesterday from United Way of Santa Rosa County for her efforts in taking care of the homeless. We appreciate her service.

7. Private School Cooperate Agreements

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

The board approved cooperative agreements with St. Paul, Good Shepherd, East Hill Academy and Lighthouse.

8. Amendment to UWF/School District Agreement for Counseling at Rhodes Elementary

Motion to Approve was moved by Hugh Winkles , Seconded by Scott Peden. Motion Passed by a vote of 3-0.

Dr. Scott recused herself from this vote since she is also employed by University of West Florida.

9. IDEA Entitlement Grants for 2013/2014

Motion to Approve was moved by Jenny Granse , Seconded by Hugh Winkles. Motion Passed by a vote of 4-0.

10. FI DOE Single Sign-on Memo of Understanding

Motion to Approve was moved by Jenny Granse , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

The board approved the Memo of Understanding between Florida Department of Education and Santa Rosa District Schools related to the single sign-on initiative. Mr. Bill Emerson explained what this entails. Part of the RTTT grant is that employees will have one set of credentials (user name and password) to access state resources as well as softwares in our district. The Memo of Understanding says that we are going to take part in this single sign on initiative and will provide them with information necessary to implement this.

Dr. Scott asked if we have any concerns that this will compromise security. Mr. Emerson said it will not present a problem. Our vendors are already using this process.

11. Early Head Start/Head Start Monthly Report for May and June 2013(Review Only)

The board reviewed the Early Head Start/Head Start Monthly Report for May and June 2013. Superintendent Wyrosdick mentioned that this federal program has been affected by sequestration and thanked Dr. Bonner and her staff for their work.

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

1. Request for Increase in Travel Cap

Motion to Approve was moved by Hugh Winkles , Seconded by Jenny Granse. Motion Passed by a vote of 4-0.

The board approved an increase in travel for the computer support supervisor who is experiencing an increase in travel to schools in order to meet needs related to technology upgrades.

2. Virgin Health Miles

Motion to Approve was moved by Scott Peden , Seconded by Jenny Granse. Motion Passed by a vote of 4-0.

The board approved termination of the Virgin Health Miles contract when it expires in October. Prior to the board vote, Superintendent Wyrosdick spoke about Virgin Health Miles; our participation in this wellness program over the last few years has been a very positive thing but there is a cost. By eliminating the Virgin Health Miles program we can save approx. \$117,000 per year. We need a wellness program and have opportunities to work with a wellness program outside of Virgin Health Miles that we will explore. We are required to notify Virgin Health Miles ninety days prior to the October renewal date if we will not be renewing the contract.

Dr. Scott asked about employee notification and Superintendent Wyrosdick responded that we will have intense employee notification of when the program will cease. Mrs. Karen Retherford will draft dates and times; we first have to notify Virgin Health Miles that we are terminating the contract. October 15 is the last contracted day.

M. Items from Board Members

None

N. Items from Board Attorney

None

O. Items from Superintendent

None

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 27th day of June, 2013 A. D.

*SCHOOL BOARD OF
SANTA ROSA COUNTY*

Chairman

ATTEST:

Superintendent of Schools