

MEETING MINUTES  
SCHOOL BOARD OF SANTA ROSA COUNTY  
July 23, 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. Wyrosdick lead us in the Pledge of Allegiance to the Flag and in a moment of silence.*

C. Approval of Minutes

1. Approval of School Board Meeting Minutes - July 11, 2013

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

D. Oral Written Communications

*Joey Harrell, Assistant Superintendent for Administrative Services, shared information on Chumuckla Elementary and the study conducted by PSI (Professional Services Industries, Inc.) over the last month and a half. The study was initiated after members of the community contacted the School Board regarding the health of Building One at Chumuckla Elementary. The School District contracted with PSI, a national engineering and consulting firm, to conduct air quality tests and form an assessment to determine if issues are present that need remediation or if the building is healthy. Results came back positive for Santa Rosa School District.*

*Mr. Harrell introduced Keith Wasdin, Branch Manager of Professional Services Industries. Mr. Wasdin gave highlights of the report and reviewed the executive summary. He explained that PSI looks at the history of a site. Since the school was built in 1921-22 and is not adjacent to an industrial site it did not require voluminous testing. PSI looked at the building itself- actual construction materials and how the building is made up. Through the entire process, if an indicator was received that something was there, more testing was done. Total volatile organic compound is only slightly over the lead standard which is good for a building almost one hundred years old. Individual constituents were found to be all below EPA residential guidelines; also below NIOSH and OSHA exposure limits. All materials have volatile organics that come off of them (teaching supplies, etc.). The standard used was residential not commercial; this is what the EPA says is safe to be in your home. PSI also looked at particulates (dust); found very little. The building atmosphere is clean. They looked at building components; specifically asbestos and lead-based paint. All schools were surveyed for asbestos in 1988 and have been surveyed every three years since; there is no asbestos left in Chumuckla. The focus of the survey was primarily on the original building. PSI surveyed for lead based paint; they anticipated finding some due to the age of the building. Lead-based paint was found on window casings, window sills, and framing. It's in very good condition - not concerning. Some deteriorated lead-based paint was also found on the original ceiling which is enclosed and not accessible to students or staff. This deteriorated lead-based paint should remain enclosed until it can be properly encapsulated. Since this was found PSI conducted HUD clearance wipe tests on hard surfaces and they were found to be below permissible exposure limits. There was no air borne lead present at the time of testing. Surfaces found to have lead-based paint are not accessible by students or faculty.*

*Mold was a concern since it is an old building. The building was found to be extremely dry - no*

*moisture found. There were a few instances of minor leakage after a hurricane but at the time PSI surveyed it was extremely dry. Virtually no moisture was found and there was no evidence of fungal amplification; no visible mold growth. PSI ran an air cell test which is a comparison of indoor samples to an outdoor sample. This was also favorable. Another concern was that the carpet might contain mold spores. Core samples were pulled and tested; this too came back with a favorable rating.*

*The drinking water comes from Chumuckla Water System, which like all water systems in Florida, is required to meet safe drinking water standards. The water system's responsibility ends at the meter; PSI was looking for something between the meter and the tap. A test was done for copper and lead; levels were found to be in compliance with safe water drinking standards. A bacteria test also came back with no cause for concern. In 2007 PSI conducted a water sampling event (included eight metals) and found all to be below safe water drinking standards.*

*In summary, Mr. Wasdin stated that the building is very clean, very solid, and very dry. He also shared that he sees no immediate cause for concern for the students or faculty in the building.*

*Dr. Scott asked a question regarding keeping kids safe now that we have identified an area of concern. Mr. Harrell responded that he has met with his supervisors on the lead-based paint issue. The work will be conducted after hours when students and faculty are not present. Protective masks that meet OSHA requirements will be used and a thorough cleaning will be done before students return to that area.*

*Mr. Wasdin added that lead-based paint standards are designed for child/residential occupancy. The primary concern is for children under the age of five when cognitive development may be affected if there is a lot of exposure.*

E. Recognitions Resolutions Proclamations

1. Bronze Asthma School Award - Rhodes Elementary School

*Sherry Smith, Director of Student Services, spoke about the Asthma Friendly School Program, which Santa Rosa School District received an award for at the last School Board meeting. Julie Burger, who works at Santa Rosa County Health Department and is here tonight representing the "Florida Asthma Coalition," recognized W.H. Rhodes Elementary and community partners Santa Rosa County Health Department and Sacred Heart Hospital for their work in order to receive the award. Only five schools in Florida received this award; with Rhodes being the only one in northwest Florida. Rhodes has gone above and beyond by adopting asthma friendly policies, working with parents, students, school personnel and in some cases, physicians. Ms. Burger went on to mention Trish Hube, Angie Lay, and Assistant Principal Angie Donlan as the team who came together to make this happen. Superintendent Wyrosdick thanked everyone who had a part in this award and specifically thanked Angie Donlan for her leadership.*

F. Public Hearing

1. Conduct Public Hearing and Approve the Student Progression Plan 2013-2014

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

*The Chairman opened the floor for a public hearing on the 2013-14 Student Progression Plan. There was no response and the board approved the 2013-14 Student Progression Plan.*

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

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

*Mr. Donald Roark, Gulf Breeze resident, spoke regarding the Gulf Breeze Master Plan. Mr. Roark has spoken with Superintendent Wysrosdick and Assistant Superintendent Joey Harrell; his wife has spoken with most of the Board members. The Master Plan has not been passed by Gulf Breeze and the School Board has not been requested to do anything at this time. Mr. Roark is concerned that the school district will be asked to approve a road that the city wants to place at the back of the school property. Preparatory work is being done; survey and utility markers are posted.*

*Mr. Roark stated that he had three points to make. 1)The road would give us nothing that we don't already have since the road being used now already connects with several roads. There is nothing to be gained from a new road at the back of school property. The only difference would be that the school district currently controls the road. 2)The proposed road itself is not useful for residents; there is no residential area that would be served. 3) Safety concern of putting a public road within feet of an elementary school - Mr. Roark feels that this would pose a security risk. The sidewalk that is currently being used was put in place by a committee called the "Safe Sidewalk to School Committee." Security is controlled at the school by not allowing access to the back of the school.*

*Mrs. Coleman thanked Mr. Roark for taking the time to come and speak to the Board and also to individual Board members.*

#### *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 Hugh Winkles , Seconded by Jenny Granse. Motion Passed by a vote of 5-0.

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

1. Human Resource Items
  - a. Personnel Board Agenda
  - b. Leaves: Without Pay, Illness In Line Of Duty, Military Leave; Out-Of-State Temporary Duty Requests
2. Curriculum/Instruction Items
  - a. Student Reassignment Requests
3. Administrative Operational Items
  - a. Facility Use Requests
  - b. Field Trip Request - High School

#### *Action Agenda*

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

1. Property Inventory Audits 072313

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

*The Board approved property inventory audits which were required and completed as administrators accept new positions (Ms. Kelly Allen, Principal, Jay Elementary, and Mr. David Gunter, Director of Middle Schools).*

## 2. Food Service Quarterly Report 072313

*Leslie Bell, Director of Food Services for Sodexo, gave the Food Service quarterly report. Ms. Bell started by presenting information on a new regulation called the competitive food rule which is related to the Healthy Hunger Free Kids Act. This doesn't just affect Food Service; it also affects vending machines, fund raising, holiday sales, etc. In February USDA implemented new regulations that don't actually come into effect until 2014 but they will begin the transition this year. Competitive food is defined as all food other than reimbursable that is sold on a school campus from midnight until one hour after school ends. The proposed new rule is very similar to "Alliance for Healthy Generation" which they are now following; changes will be phased in. This will include calorie, sodium, fat, and sugar limits. One change that will be different from the past is that accompaniment will now have to be included in the nutrient profile. For example - jelly, cream cheese; as a result, some of this will start to go away. In summary, there may be an initial decrease in ala carte sales but hopefully will eventually increase sale of fruits and vegetables. There will be some flexibility but that is not yet defined (birthday parties, holiday events, end of year parties).*

*One of the new changes will be in the point of sale system; this is in process now. There will be faster communication to the school site for free/reduced applications. E-mail addresses can be added to the database which will allow faster communication with parents. There will be less intervention with food stamp cases; if parent doesn't provide correct number it will not go through. This change in point of sale will require strong communication to parents and administrators.*

*Sodexo conducts principal surveys every year; 24 schools received a "5 star" rating and 5 schools received a "4 star" rating. These results go to the corporate office and are used to solicit feedback and recognize staff. This year they have done very well.*

*Sodexo has also increased their safety program. There have been a few more accidents this year than last; they are training to change/improve. Out of 17 audits performed 16 received superior score.*

*Dr. Scott asked a question regarding the new point of sale program and how it might help with a kindergartener who comes to school for the first time and has a sibling who is already enrolled. Ms. Bell responded that a new registration form was implemented last year which helps identify that. Sodexo can't do anything until a child's data is in 3270. This process will help communicate faster.*

*Mrs. Coleman asked a question regarding the new POS system; does the system have a way to communicate/e-mail to parents when a child's account reaches a specific level? Ms. Bell responded that it is an option but parents have to select that option. There is also an option that parents can automatically refill. It's really up to the parent. Mrs. Coleman also asked about the dietary changes. Since we have already made changes in our snacks; will this be a huge difference? Ms. Bell responded that it would not be a huge difference, but in high schools, where ala carte is big, they will have to find lower fat substitutes for items like chicken fingers and will need to increase fruit/vegetable lines.*

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

### 1. Human Resource Action Agenda

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

*Superintendent Wyrosdick recommended approval of the Teacher on Special Assignment for Gifted Education job description, as submitted.*

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

*The board approved the administrative appointment of Mr. Daniel Balsavich, Assistant Principal of*

*Dixon Primary, effective July 24, 2013.*

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

*The board approved the administrative appointment of Mr. Charles Daniel Baxley, Assistant Principal of Central School, effective July 24, 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 administrative appointment of Mr. Darren Brock, Principal of King Middle, effective July 24, 2013.*

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

1. Alternative Placement

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

2. Santa Rosa Adult School Fees for 2013-14

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

3. 2013-14 Fees Locklin Tech

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

4. 2013-2014 Student Financial Aid

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

*Charlin Knight, Director of Workforce Education, shared information about Locklin Technical Center and the scholarship program. Mrs. Knight stated that for school year 2012-2013 Locklin served 231 adult students. Ninety percent of Locklin's student population are financial aid recipients; that drawdown is almost \$500,000 that allows students to pursue post secondary education. That is the federal Pell Grant. Along with that they have scholarships which help students with the necessities of attending school, as well as a federal work study program that helps students with part-time employment while attending school. This also helps the district because we employ some of these students. This is a great program; the financial aid dollars become tuition dollars the following year. Dr. Scott asked if this assistance could only be used for academic purposes since something as simple as a flat tire can sometimes prevent a student from coming to school. Mrs. Knight responded that Pell Grant dollars can be used to pay for tuition, books, certification exams, uniforms. Usually there is quite a bit left over that can be used for living expenses such as gas, clothes, or whatever need the student may have; it is an income for these students. Mrs. Knight emphasized that every effort is made to keep tuition and fees low in order to maximize the amount that goes back to the student.*

5. Contract for Health Services with Pediatric Services of America, Inc.

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

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

None

M. Items from Board Members

None

N. Items from Board Attorney

*None*

O. Items from Superintendent

1. Chairman and Vice-Chairman Signatures

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

*Superintendent Wyrosdick inquired what options are available to the board when Board Chairperson is not present to sign contracts. Paul Green, School Board Attorney, recommended that the prudent thing would be to ratify Vice-Chairman's signature on documents. We do not currently have anything on record that authorizes the Vice-Chairman to sign contracts in the absence of the Chairman. Mr. Green recommended that the School Board ratify the contracts that were signed by Dr. Scott in Mrs. Coleman's absence on June 27, 2013, pursuant to the Board's action at that meeting.*

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 23rd day of July, 2013 A. D.*

School Board of  
Santa Rosa County

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Chairman

Attest:

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Superintendent and Secretary