

MEETING MINUTES  
SCHOOL BOARD OF SANTA ROSA COUNTY  
September 26, 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 Clark Youngblood led us in the Pledge of Allegiance to the Flag and in a moment of silence.*

C. Approval of Minutes

1. DRAFT SB Meeting Minutes for Sept. 12, 2013

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

D. Oral Written Communications

*Mr. Wyrosdick reminded the board that we have scheduled a workshop on October 24, 2013 beginning at 1:00 p.m. to begin work on the Strategic Plan Development.*

E. Recognitions Resolutions Proclamations

1. Fine Arts Teacher of the Year

*Alicia Coons, Choral Director for Santa Rosa County Schools came forward on behalf of Ms. Toni New, Art Director. Ms. New couldn't make the meeting this evening and asked Ms. Coons to present the Fine Arts Teacher of the Year award for her. Ms. Coons asked Susan Smithey to come forward. She was presented with flowers, a gift certificate to the Blackwater Bistro and was given a plaque announcing her as the Fine Arts Teacher of the Year by the Santa Rosa Art and Culture Foundation. Ms. Smithey has been the Gulf Breeze Middle School Band Director for 23 years. Ms. Coons shared with the audience that GBM has won the rating of Superior every year she has been at the school. She had 144 students that won the rating of Superior in competition last year and takes some of her students to the University of Central Arkansas for band camp each summer. Ms. Smithey has been chosen the Florida All State Band Director and will travel to Tampa to lead the band. The band will include students from all over the state of Florida. Ms. Smithey was congratulated by the board members and the audience.*

2. Golden School and Five Star Awards

*Mrs. Pam Smith, Director of Elementary Education and our Volunteer Coordinator presented the Golden School Awards (Volunteer Service) and the Five-Star School Awards (Community Action and Involvement). The following schools received the Golden School Awards: Bagdad Elementary, Berryhill Elementary, Central School, Chumuckla Elementary, Dixon Primary, Dixon Intermediate, East Milton Elementary, Gulf Breeze Elementary, Holley Navarre Primary, Holley Navarre Intermediate, T. R. Jackson Pre-K, Jay Elementary, Oriole Beach Elementary, Pea Ridge Elementary, Rhodes Elementary, Russell Elementary, West Navarre Primary, West Navarre Intermediate, Avalon Middle, Gulf Breeze Middle, Holley Navarre Middle, Sims*

*Middle, Woodlawn Beach Middle, Gulf Breeze High, Navarre High, Milton High, and Pace High.*

*The following schools received the Five-Star Award: Bagdad Elementary, Chumuckla Elementary, Dixon Primary, Gulf Breeze Elementary, Holley Navarre Primary, Holley Navarre Intermediate, Rhodes Elementary, West Navarre Intermediate, West Navarre Primary, Oriole Beach, Gulf Breeze Middle School, and Woodlawn Beach Middle.*

### 3. National History Day Competition Winner

*Clark Youngblood, Social Studies Coordinator began his presentation by introducing and thanking Ms. Freeman from Gulf Breeze Middle School for helping him this year with the History Fair. Mr. Youngblood shared with everyone due to personal issues in his family he needed help and was confident in turning the Fair over to Ms. Freeman. She has been a real trooper and he wanted to publicly thank her.*

*Mr. Youngblood introduced three outstanding Gulf Breeze Middle students that competed in the National History Day competition which was held in College Park, Maryland. He introduced Kelly Wu and Paul Synder, both of which competed and won recognition at the National History Day competition.*

*He asked Macy Mateer to come forward and shared with the audience that Macy was the National winner! Santa Rosa County is very proud of all three of these students.*

*Mrs. Granse said that she would like to see all of these student's projects placed on the school district web site. Mr. Youngblood said he would work on it.*

### 4. Scholarship Awards 2012-2013

*Mr. Hinote, High School Director came forward and called attention to the 2012-2013 Scholarship Awards recap that he distributed. He is proud of the quality of our students and was excited to tell the Board that 45% of our graduating students received some type of scholarship. Our graduating seniors received a total of \$27 Million dollars. He also thought it noteworthy that 66% of Gulf Breeze High School graduating seniors received \$12 million of these scholarships.*

#### F. Public Hearing

*None*

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

*Ms. Diane Bence came forward and thanked the board members on behalf of the Durham drivers for their support and response to their concerns that were expressed a few meetings ago in reference to tires and the mold and mildew on buses. All buses have good tires on them and a company came in to check and remove the mold and mildew. She did say some of the mold and mildew is beginning to resurface. She wanted to address the problem with the air conditioning on the bus and also a design problem with the top portion of the current buses. During a rainstorm, rain water collects on top of the bus in*

*an area that is open and expands across the top section above the driver seat. When the driver turns the bus, the water splashes down and into the driver's laps. She is concerned with having a properly working air conditioner on the buses. She distributed a couple of pictures of thermometer on the buses showing how hot they get. She has a child who rides her bus who has a pacemaker and it is important for the safety of this student and others that we keep them working. She has received complaints from*

*parents asking why their children are sweating and wet when they get home. The temperatures in a bus that has a broken air conditioner can be between 92 and 108 degrees. She said the drivers have addressed this problem but Durham has told them that air conditioning isn't necessary for the operation of the bus. She asked the board to continue to support them and hopes to get the issue resolved.*

*Mr. Chris Strouse came forward and shared with the board that he has not received a reply from anyone about why he was "blackballed." He told the board that he wants his job back and feels as though he did a good job as illustrated by the letters of support he showed the board at an earlier meeting. He said that he has heard the bus monitors will be receiving safety and ESE training. This was the intent of his presentation to the board earlier. He said he was accused of not following the proper chain of command and feels this is why he lost his job. He has apologized but still hasn't heard back from anyone.*

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

1. Human Resource Items

- a. Administrative Personnel Board Agenda 09-26-13
- b. Leaves: Without Pay, Illness In Line Of Duty, Military Leave; Out-Of-State Temporary Duty Requests
- c. Substitute Teacher & Ed Support Substitute list
- d. Annual Fire and Life Safety Inspections

2. Curriculum/Instruction Items

- a. Suspensions
- b. Student Reassignment/Transfer Requests
- c. School Volunteers

3. Financial Items

- a. Monthly Financial Statement and Bills/Payroll for July 2013
- b. Capstone Academy - Financial Statements- Audit of June 2013
- c. The Learning Academy of Santa Rosa- Financials - Audit of June 2013

4. Administrative Operational Items

- a. Facility Use Requests
- b. Religious Venue Request
- c. Field Trip Requests

### *Action Agenda*

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

## Administrative Services

### 1. Surplus 092613

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

### 2. Property Inventory Audits 092613

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

### 3. Lawrence County Board of Education Computer Bid 092613

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

*Dr. Scott asked about using refurbished computers in the classroom. Mr. Crane told her that we wouldn't use these in a graphics or technical application, but they work fine in the general classroom. He has discussed this with Chuck Welch and his Technical Support Group and they have no reservations using the refurbished computers.*

### 4. TCPN Co-Operative Bid R5045 092613

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

### 5. RFP 13-11 Security Camera System 092613

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

### 6. Exceed the Limit 092613

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

### 7. Transportation Quarterly Report 092613

*Mr. Jim Bagby, Director of Transportation came forward to present the quarterly transportation report. Mr. Bagby began by stating he was going to cover safety, efficiency, and satisfaction. Safety:*

*He explained the "accident overview" and compared figures from 2012 to 2013.*

*Preventable accidents were down 8% from 2012. He shared with the board that by far the majority of accidents are caused by backing up the buses. He reviewed Durham's accident reduction measures from August to the present time:*

*\*Mirror Grids have been installed at Milton, Navarre and Pace*

*\*Increased backing repetitions during training*

*\*Senior Trainers accomplish final evaluation*

*\*Enforcement of backing policy - all non-scheduled back-ups are called in.*

*\*Larger buses moved to leave confined areas*

*\*Re-aligned parking configuration at schools*

*\*No left turn at fuel pumps*

*Efficiency:*

*Mr. Bagby explained that efficiency is ongoing and includes dozens of changes daily.*

*Their main goal is on time pick up and on time drop off. To accomplish this, they transport 17,000 students daily, drive 13,000 miles daily, have 200 bus routes, 33 schools are being serviced and 4 S.I.T.E. and to keep the buses running they have 10 Durham Staff and 11 mechanics.*

*Mr. Winkles asked about how they decide on park-outs (buses being parked at the driver's home). Mr.*

*Bagby stated they work out the daily commute in miles, time and gas before deciding whether to allow a bus to park out of the bus compound. In some instances it is advantageous for both Durham and the driver to allow this.*

*Satisfaction:*

*They listen to both school faculty and parents as they make additions and deletions to the bus stops. They are working on their phone system so that each phone has a designated number and you can tell who has answered that phone and to implement their "all calls returned" policy. Parents will still use the same 983-5110 number. The system will automatically rotate the calls as follows; if line 1 is busy, line 2 will ring, if line 1 and 2 are busy, then line 3 rings, etc.*

*Mr. Bagby asked if the board had any questions. He then asked the board if he could take a minute and recognize one of their own. He asked Ms. Tondra Pope to come forward. Ms. Pope recently organized and held a charity ride for a local boy, Dylan Dinkins. Ms. Pope raised over \$5,000 in donations through local business sponsorships. Funds that were raised will be used to offset some of Dylan's medical expenses.*

#### 8. FIVE YEAR WORK PLAN 2013-2014

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

*Mr. Harrell explained that each year we have to revise and have board approved our five-year work plan. This is a fluid document and is a current snap shot in place.*

#### 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 Diane Scott. Motion Passed by a vote of 5-0.

*Approval of 2012-13 Contract between Santa Rosa District Schools and Carpenters Industrial Council and approval of revisions to 2013-14 Contract between Santa Rosa District Schools and Carpenters Industrial Council.*

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

*The board approved the 2013-14 Staffing Plan revision as presented.*

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

*The board approved the Human Resource Procedures Manual Revisions as submitted.*

#### 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 Placement Compilation

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

##### 3. Dual Enrollment Agreement PSC

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

of 5-0.

4. Accelify Letter of Agreement

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

5. RTT-D (Project G2)

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

*Mr. Wyrosdick shared with the board that this was a \$26M dollar opportunity for Santa Rosa County. He asked Vickie Beagle, Director of In-Service and Instructional Technology to come forward and review the grant. Mrs. Beagle started by stating this is a wonderful opportunity for us and we hope everything goes well. We had very little time to put this grant together. Mr. Emerson thanked Ms. Beagle, Natasha Godwin, Eric Englert for all their hard work. Because of such a short time line, we also contracted with a grant writer to help us get the grant ready on time. She thanked BJ Price for coming up with the Project name G2 (Good to Great). She was also excited to report that we have had an outpouring of support and in-kind services from our local businesses and community.*

*Mrs. Beagle explained there were 5 goals included in the grant. 1. Total Child Wellness for Optimum Student Achievement (federal programs, extended day tutoring, wrap-around services, parent engagement, Pre-K) including feeding children, extended meal plan, dentist, backpacks, etc. 2. College and Career Ready Students (Project based learning academies, robotics, agri-tech, career skills, career exploration, AICE). 3. G2 Accountability and Efficacy (Evaluation, Stakeholder Engagement, Implementation and Management). 4. Personalized Learning for Effective Teachers and Principals (Professional Development, technology platform to link student achievement to evaluation system). 5. Personalized Learning for Students (student software, portal implementation, teacher training on software, portals and hand held technology for students.*

6. Early Release Request - High School Homecomings 2013-2014

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

7. Assessment Schedule

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

8. 12-13 SIP End of the Year Progress Reports

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

*Mr. Wyrosdick stated that these End of the Year Progress Reports are a wealth of information. Mrs. Coleman said that having worked with the SAC, she knows that putting together these plans and EOY reports require a lot of work and that the schools take them very serious. Dr. Scott shared that she was voting no only because she had trouble accessing the files and didn't feel like she could approve without having read through them.*

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

1. Notification of School Board and Commissioner of Education of Projected Fund Balance Lower Than 3%

*The Superintendent shared with the board that he mailed notification in accordance with Florida*

*Statute 1011.051 to the Commissioner of Education and to the Chairman of the Board notifying them that our projected fund balance will fall below 3% during the 2013/14 fiscal year. As identified by the Department of Education our financial condition ratio is projected to be 2.17% ending fiscal year 2013/14.*

M. Items from Board Members

*Dr. Scott asked about the Ethics Training required for elected officials. In literature mailed to the board from the Florida School Board Association, they now state the deadline is December 2013. Mr. Wyrosdick told them he has received numerous advertising by companies and individuals offering the training.*

*Dr. Scott stated she would rather take the 4 hour required class from the Florida School Board Association via Webinar. The cost is \$155.00 per board member which would be must less expensive than travel expenses to go to Tampa or Tallahassee to take the class. The other board members agreed.*

N. Items from Board Attorney

*Mr. Green presented a written memorandum of public official for Mr. Winkles signature due to his abstaining from a vote at the School Board meeting of September 12, 2014 (Item K.5) whereby the School Board would approve entering into an agreement with Walgreens for a Community Off-Site Clinic.*

O. Items from Superintendent

*Mr. Wyrosdick asked for a board member to volunteer to sit on a district team that will evaluate our future fiscal options. Mr. Winkles volunteered to be a part of the team.*

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 26th day of September, 2013 A. D.*

*School Board of  
Santa Rosa County*

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*Chairman of the Board*

*ATTEST:*

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*Superintendent and Secretary*