

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
November 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. David Johnson lead us in the Pledge of Allegiance to the Flag and in a moment of silence.

C. Approval of Minutes

1. Minutes from October 24th School Board Meeting and Workshop

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

D. Oral Written Communications

Mr. Wyrosdick passed around a copy of the Florida Dept. of Health Year End Review, which included a mention of Santa Rosa County for the wellness opportunities our district offers. He extended his kudos to Sodexo and others for making this endeavor successful.

E. Recognitions Resolutions Proclamations

1. SS Dixon Intermediate Life Saving Recognition

Mr. Wyrosdick asked Sherry Smith, Director of Student Services to come forward and explain what this recognition is about. Mrs. Smith asked April Martin, Principal of Dixon Intermediate to join her. Mrs. Martin expressed how proud she was of her Crisis Team. She went on to say that one of the construction men working on their cafeteria, fell from a ladder. It is still unclear whether he was electrocuted or suffered a heart attack.

She went on to tell everyone that one of their bus driver, Kim Perritt was waiting for school dismissal when she noticed the man falling. She ran to the school office and got the clinic technician and they both began CPR on the man. The clinic tech called the front office asking for someone to bring her the AED. The school did an all-call out for their Crisis Team. The and one of their P.E. teachers performed CPR on the gentlemen until the ambulance arrived.

The gentlemen was transported to the hospital and is reportedly recovering thanks to the quick actions of the Crisis Team. They thanked Brian Simmons, Christie Benson, Kim Harris, Max Williams, Terri Teschel, Michele Gray, Shelley Malone, Christen Longhurst and Beth Mosley for their help and quick action that saved a man's life.

2. Parent Involvement Pledge

Dr. Barber, Federal Program Director asked members of the audience to recite the following Parent Involvement Pledge:

"As a parent, guardian or caring adult, I hereby give my pledge to support a high quality education for all of Florida's students to the best of my ability.

I have high expectations for my child and all of Florida's children to succeed in school and in life.

I pledge to stay involved, serve as a positive role model, and maintain open communication with my child's teacher and school to ensure education remains a top priority in my household.

I understand that it is my responsibility to stay informed and involved in all aspects of my child's education.

Education is the key to success, and I will do everything I can to nurture my child's ability to learn."

3. Outstanding Volunteers of the Year

The Superintendent asked Pam Smith, Director of Elementary Education, to come forward to make the following presentation. Mrs. Smith explained it was that time of the year for her to recognize our Outstanding Volunteers of the Year, 2013-14.

She presented certificates of appreciation to the following winners in the Youth Division: 3rd place to Andrew Harris, Berryhill Elementary, 2nd place to Dominic Dudal, Holley Navarre Primary, 1st place went to A. J. Westerkom, S. S. Dixon Primary.

In the Adult Division, 3rd place went to Marcy Thompson, Gulf Breeze Elementary, 2nd to Billy Price, Milton High, and 1st place went to Andrea Sullivan, Holley Navarre Primary.

Senior Division winners were, 3rd place Sally Strickland, Holley Intermediate, 2nd place, Joyce Furber, Holley Navarre Primary and 1st place went to John Blosser, Berryhill Elementary.

4. Milton Kiwanas

Pam Smith, Elementary Education Director came forward and asked Mrs. Jackie Cooke, Principal of Holley-Navarre Primary to join her. Mrs. Cooke wanted to recognize the Santa Rosa Sunrise Kiwanis Club for their commitment to the students of Santa Rosa County. The Kiwanis Club provides certificates, bumper stickers, and other items in partnership with local business to give the students who earn the Terrific Kids recognition. The Terrific Kids program began in Santa Rosa County in 1985 with Berryhill Elementary School. It is now in 6 elementary schools and 1 primary school in our county. Students are rewarded for their good behavior, citizenship and classroom excellence. Terrific stands for T=Thoughtful; E-enthusiastic; R=respectful; R=responsible; I-inclusive; F=friendly; I=inquisitive; C=capable.

F. Public Hearing

None

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

Mrs. Karin Garvin, parent of a 5th grade student in the Gifted Program at S. S. Dixon Intermediate School came forward wanting to address the board about the gifted education program.

She told the board parents received a letter from the district telling them that the Gifted Program services would be downsized or reduced by 50%. In her child's case it meant attending a gifted class one every two weeks instead of once each week. The letter they received asked parents to sign stating their agreement with the reduction and return it within 10 days. It also stated at the bottom of the letter that if the letter wasn't returned in 10 days, it would be deemed that the parent agrees with the reduction. The letter indicated it was a done deal and all options had already been studied. There was nothing about parents having any opportunity for input. She said she found it ironic that this is Parent Involvement Month.

Ms. Garvin feels that the district should have known there were children coming down the pipeline in the program and made plans for them. She also feels our ESE Dept. is leaving money on the table by not providing a Certified Gifted Teacher which would make the class eligible for a larger allocation. She stated that our Gifted Program needs to have a goal and a long term vision for the students.

Mrs. Coleman thanked her for her presentation.

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 Diane Scott , Seconded by Scott Peden. Motion Passed by a vote of 5-0.

1. Human Resource Items
 - a. Administrative Personnel Board Agenda - 11/14/13
 - b. Leaves: Without Pay, Illness In Line Of Duty, Military Leave; Out-Of-State Temporary Duty Requests
 - c. Fire and Life Safety Inspections
 - d. Substitute Teachers & Educational Support Substitute list
2. Curriculum/Instruction Items
 - a. Suspensions
 - b. Student Reassignments/Transfers
 - c. School Volunteers
 - d. Business Partnerships
3. Financial Items
 - a. Monthly Financial Statement, Budget Amendment #14/01, and Bills/Payroll for September 2013
4. Administrative Operational Items
 - a. Facility Use Requests
 - b. Field Trip Requests

Action Agenda

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

1. Surplus 111413

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

2. Custodial Quarterly Report 111413

Mr. Steve Sport came forward to present the quarterly custodial report. Mr. Sport began by sharing the quality control scores which they obtain through an on line survey they ask the Principals to fill out.

He explained this time of year they are not doing any major projects such as stripping floors. They are focusing on their weekly activities including burnishing floors, daily vacuuming, high and low dusting, cleaning bathrooms and taking out the trash. They are also prepared to help with setting up special events that may be planned in the district.

Mr. Sport reviewed some of the safety topics they emphasize at Southern. First aid medical emergencies; blood borne pathogens; proper lifting techniques; wet floor safety signs; implementing a safety incentive program (employees can earn up to 4 PTO days per year).

Lawn Maintenance crews don't get mentioned often, but they are an important part of what Southern does for our county. Each facility receives one visit every ten days during the growing season which consists of mowing all grassy areas, string trimming around all buildings and objects; edging all sidewalks, blowing and sweeping surfaces of sand and debris; removing weeds in cracks and joints of paved surfaces, removing litter and debris and taking care of holding ponds. In the winter, they trim all trees, fence lines and hedges.

Mr. Sport asked JoAnn Tedder from Central School to come forward to be recognized. Ms. Tedder is Southern's Employee of the Quarter.

3. DAG Architects Agenda Items

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

4. Pinder Martin Agenda Items

The board reviewed the status of the current Pinder Martin Architect construction projects.

5. Direct Purchasing Change Orders

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

6. Cumulative Sales Tax Savings via Direct Purchasing

Mr. Harrell reminded the board that Mr. Wyrosdick asked him to bring some information to the board about the savings we have had over the last few years by using Direct Purchasing. He explained that using Direct Purchasing saves the district a great deal of money and will give some detail figures to the board in a few minutes. He explained that after a construction bid has been released, we purchase any materials they need directly from the supplier. This saves us sales tax and we then deduct the amount of the materials from the contractors project bid. We also began to use our VISA cards in 2010 to purchase these materials because VISA also returns money to us via their rebate program.

The district has completed 25 projects since 2011 acquiring tax savings of just over \$652,000. The District currently has 9 active projects with a projected sales tax savings of approximately \$217,000 for a total cumulative savings of nearly \$870,000 over the past two years. During this same time frame, the district also earned nearly \$80,000 in rebates by using our Visa purchasing cards as often as possible on these material purchases.

The District's cumulative tax savings since the beginning of this program in the Spring of 2006, is just over \$1.7 million. Combined with our 9 current active projects, we show a cumulative tax savings of nearly \$2 million. Since we began to use the Visa card in May of 2009 we have over \$8.5 million in payments. With our current rebate earning at 1.35%, we have earned a rebate so far of nearly \$115,000.

This process has saved the district money in our Capital Outlay funds and has helped free up funds

to use in our Operating Fund when deemed appropriate. Mr. Harrell expressed his appreciation for and thanked Jennifer Northrup and Stephanie Collins for their hard work on this.

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

1. Human Resource Action Agenda

None

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

1. Expulsions and Alternative Placements

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

2. Private Instructor SB1108 Access Agreement

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

3. Santa Rosa Health and Rehab 2013

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

4. Early Head Start/Head Start Continuation Grant Synopsis 2014-2015

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

5. Emergency Care Plan Revisions

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

6. School Improvement Plans

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

7. 2012-13 Inservice Training Hours Report

The board reviewed the 2012-13 Inservice Training Hours Report.

8. Good Cause exemption

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

9. Status Report for Gifted Students

Mr. Wyrosdick asked Linda Novota to come forward and present a status report on the district's gifted program. While she was on her way to the front, Mr. Wyrosdick stated that he appreciates her staff and the hard work they do. He also wanted to say that he doesn't necessarily think that the presentation made earlier in the meeting was completely correct. Mrs. Novota began by saying there have been some transitions that have taken place and she doesn't want them to take away from the work the ESE staff does. She asked Marilyn Shugart to come up and help with the Powerpoint presentation.

Mrs. Novota said when the gifted population began to increase, her Program facilitators met and thought it would be better if they provided quality education for them over quantity. They sent out a letter to the parents informing them that their students services would be cut 50% (one day every two weeks instead of the current one day each week). Their intention was to wait and as soon as they had enough students to support another teacher they would hire one. She explained that due to budget restraints, they no longer have the luxury of putting a teacher in a program before enough students are in place. They have to put teachers in as the class makes. Santa Rosa County's gifted student population is about 3%. It has been as high as 4% in previous years.

Ms. Shugart and Ms. Novota began their Powerpoint presentation and stated that children must score 130 or above on individually administered IQ tests. The average student score is usually 100. The classroom teacher refers students to the Gifted Program for testing. Ms. Novota reviewed what Gifted Education is; teacher as coach, students express creativity, project-based learning, research to determine both questions and answers surrounding an issue, and enrichment in core subjects, math, reading, science and social studies. Gifted education is not: repetition - extra work, working through curriculum faster with no differentiation and students being used as tutors for other students in the classroom. There are three types of gifted people including Strivers - high testers and teacher pleasers. They like structure (i.Q. 115-130). These are our talented children who do not qualify for gifted services. Superstars are great at everything. Stereotypical gifted (I.Q. 130+) and Independent, who are creative, intellectual, interested in their own pursuits, they can become inventors, serial employees or dropout. These children can be shining stars or become our underachieving gifted learners.

Exceptional Student Education District-Wide including all exceptionalities is 2,901 or 13% of the total student population. The Gifted program currently has 705 or 3% of the total student population. Statewide the figure is 5.27% of the total student population. Escambia County (which is much larger than Santa Rosa) has 2,253 or 5.45% of their student population. Okaloosa County has 1,158 or 3.84% of their population.

Ms. Novota went on to explain the instructional model we use for gifted education include the Content Model which emphasizes the importance of learning skills and concepts within a predetermined domain of inquiry (Content Acceleration). The Process-Product Model which emphasis on investigatory skills, both scientific and social, in order to develop high quality products. Collaborative. Teacher-student as team. Consultation and independent work. Last is the Theory of Knowledge Model which focuses on key ideas, themes and principals within and across domains of knowledge. Teacher as questioner. Discussion. Debate. Reading, reflection, writing.

Types of Accommodations for our gifted education include Curriculum Compacting - 1) defines goals and outcomes of a unit of instruction, 2) determines and documents which students have mastered most or all of a set of outcomes, and 3) provides replacement strategies for material already mastered. Class Acceleration - 1) accelerated placement options such as early entrance to kindergarten, grade skipping or early exit should be considered for gifted students. Subject Area Enrichment - 1) broadening scope of the curriculum, increase depth of study. This results in gain in learning compared to no enrichment provided. Gifted Clustering - 1) a group of 3 to 6 gifted students clustered in a mixed-ability classroom, gifted trained teachers with gifted clustering allows for a successful implementation of the inclusion model for gifted education. Inclusion - where gifted teachers support classroom teachers to differentiate classroom curriculum, increase vigor on a daily basis while providing opportunities for all students. Pull-Out is a program where gifted children are taken out of their regular classroom day per week and provided with enrichment activities and instruction.

Their presentation described what a day in a gifted class looks like which included Math Superstars, Research, Project-Based Learning, Socratic Seminar - questioning, critical thinking, teacher as academic coach in exploration, creativity, DEAR, learning leadership where everyone is capable of

leading.

The instructional models used in Santa Rosa County in Elementary Services - process-product model: Pull-Out, Subject Enrichment and Gifted Clustering. Middle School Services: Subject area gifted, Honors Classes. High School Services include Advanced Placement, Dual Enrollment with college courses.

Gifted Endorsed Teachers already teach core curriculum methodology. The five courses required for endorsement include: Nature and Needs of Gifted Children, Curriculum Development for Gifted Children, Guidance and Counseling of Gifted Children, Education of Special Populations, Theory and Development of Creativity.

Ms. Novota wanted to review some of the recommendations that her department would like to make to make the program better both short term and long term. Short Term would be to require gifted endorsement for advanced placement courses, continue to offer reimbursement for gifted endorsement training, increase subject area gifted studies in middle schools and revisit standard error of measurement (SEM) for gifted eligibility. Long Term recommendations would be to include subject area gifted studies in high schools, train general education teachers in gifted/core curriculum methodology and pedagogy, explore a Plan B in SRC and dedication to expanding and aligning services for gifted students in SRC.

Ms. Shugart and Ms. Novota showed a short video clip that gifted students made which explored some of the myths of gifted education.

Mr. Wyrosdick thanked Ms. Shugart and Ms. Novota for the presentation and went on to say that our vision for our gifted education is not perfect but we are working on it. He asked if the board members had any questions.

Mrs. Granse wanted to confirm that we are planning on hiring another teacher and Mrs. Scott asked how we identify students that may be eligible for the program and how do we communicate this to parents. Ms. Novota explained that we have hired another teacher and that the classroom teacher refers the student to the guidance counselor who tests the student and then sends the information to a committee to determine if the student is eligible for services.

Mr. Winkles said that if a letter was given to parents and the only option they had was to sign the form, he felt communication was poorly planned. Ms. Novota shared with the board that if the parents didn't sign the form informing them that their gifted students services were being cut, they would have been asked to attend an IEP meeting.

Mrs. Granse shared that she has been in the classroom and teachers are stressed to the max. We don't need to add more to their plates.

Ms. Novota explained that Florida is one of the few states that puts Gifted Student Education under the Exceptional Education Service department. Most districts only provide classes for gifted students after their regular school day. Mrs. Coleman wanted to confirm that when we were thinking about changes, we were going to place smaller numbers of students in the Gifted Classes less frequently (Once every two weeks instead of once a week) believing that quality over quantity would be better. Ms. Novota said yes, temporarily, that it didn't make sense economically to go ahead and put classes together thinking that the students would come.

Ms. Gavin didn't agree with the number of gifted students that the district has because it didn't include the middle and high school students. She said that when a student reaches middle school, parents receive a letter informing them their child will be released from the program. Ms. Novota explained that we just haven't had the interest in gifted classes once the students reach the higher

grades. They generally decide to go into honors classes, advanced placement and college dual enrollment courses.

Mr. Wyrosdick stated that he is going to ask Mr. Bill Emerson, Assistant Superintendent for Curriculum and Instruction to put together a group to see where we are on Gifted Services. He will ask them to investigate and evaluate other models. We will structure a committee to re-evaluate our program and it may or may not change our model. He asked if any of the board members may be interested in joining in on the committee. Dr. Scott said she would like to be involved.

Mr. Wyrosdick thanked Mrs. Novota for her presentation.

10. High School Athletic Schedules - Winter 13-14

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

11. High School Semester Exam Schedules

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

12. Early Head Start/Head Start Monthly Report for October 2013 (Review Only)

The board reviewed the Early Head Start/Head Start Monthly Report for October 2013.

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

1. Transition from Fund Balance to Financial Condition Ratio

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

Susan McCole, Assistant Superintendent for Finance came forward and explained to the board that we are going to change the terminology to what the State requires.

Instead of using Fund Balance it will now be called Financial Condition Ratio. The Financial Condition Ratio is determined by adding the unassigned and assigned estimated fund balance together and divided by the estimated revenue. This is the figure the state uses to determine our financial condition. The board will receive a financial condition ratio report each month.

Ms. McCole also mentioned that when she gave her last budget presentation, our fund balance was at 2.17%. In September she was able to unallocate funds we had reserved for 17 teacher positions that we ended up not needing. Our fund balance is now at 2.43%.

She called attention to Page 7 of the financial statement to let the board know they will see a negative 3 million dollars in expenditures. This is because we get our tax monies in December every year. About September each year we start running a deficient until we receive these funds and begin to draw down on them. The large deposit in December supports us the remainder of the year.

M. Items from Board Members

None

N. Items from Board Attorney

None

O. Items from Superintendent

Mr. Wyrosdick asked the board members and senior staff to stay after the regular board meeting for

a short executive session.

He also showed them a Chief Jacket he received for his competition next week against Sheriff Hall and Representative Broxson to help raise money and food for the Manna Food Bank. He invited everyone to attend. Admission is 3 non-perishable food items.

1. Blue Cross Blue Shield - Opt Out of DOMA 2014

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

The board approved opting out of the Defense of Marriage Act for 2014 due to the late date. Our annual health insurance sign up is nearly completed and all our books have already been printed and distributed for the new year. DOMA will be revisited next year.

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 November, 2013.

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

Chairman

ATTEST:

Superintendent and Secretary