

**MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
October 23 2014-9:00 AM**

A. Call to Order and Roll Call

The School Board of Santa Rosa County met in regular session at 9:00 a.m. with the following members present: Dr. Diane Scott, Chairman, Mr. Hugh Winkles, Vice-Chairman, Mrs. Diane Coleman, Mrs. Jennifer Granse and Mr. Scott Peden. 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 asked Mrs. Diane Coleman to lead us in prayer and the Pledge of Allegiance to the Flag.

C. Approval of Minutes

1. September 23, 2014 School Board Meeting Minutes

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

D. Oral Written Communications

The Superintendent mentioned that he and some of the board members attended the 2nd Annual Santa Rosa County Band Expedition and it was a fantastic extra curricular activity.

Mr. Wyrosdick worked at Milton High School serving lunch in celebration of National School Lunch Week. He said he was impressed and a little sacred to see what went into putting student lunches on the table. Dr. Scott celebrated the week with lunch at Bagdad Elementary where they used Monopoly money (the theme for the week was "Get in the Game with School Lunch.") She joked with the students that she was going to bring some of the money back with her to use for the school district.

The board was reminded that a short Executive Session is planned at the end of the board meeting.

1. Set time for the November 18, 2014 School Board Meeting

The board approved setting the November 18, 2014 board meeting for 1:00 p.m.

2. East Coast Technical Assistance Center (ECTAC)

Mr. Wyrosdick called attention to a letter from the East Coast Technical Assistance Center (ECTAC). One of our schools, Bennett C. Russell Elementary School was identified as exceeding expectations on academic indicators when compared to other schools with similar characteristics and populations. This school will be invited to be a part of the 2014-15 ECTAC Exceeding Expectations Project. We will celebrate this achievement and recognition at a later date.

E. Recognitions/Resolutions/Proclamations

1. Dixon Intermediate Healthy US School (HUSSC) Award

Leslie Bell, Sodexo and Jud Crane, Director of Contract Services came forward to present the US School (HUSSC) Award to Dixon Intermediate School. Ms. Bell said that eleven of our elementary schools and 3 middle schools have earned the award by offering a healthy menu, nutrition education, student activities and healthy snacks/rewards to their students. She presented a plaque to Ms. Karen Quiroz, Cafeteria Manager of Dixon Intermediate.

2. NHS S2S Recognition

Sherry Smith, Director of Student Services came forward and asked Chris Hendricks from Whiting Field to join her. Mr. Hendricks shared with the board that military students move approximately every 2.9 years and attend 9 different schools during their K-12 years. There was a need to help these students make the transition from one school to the next. He explained that research shows that if you don't reach a student and make them feel like a part of the school within the first two weeks, they never will feel comfortable.

In 2009, four students at Navarre High School attended training through the Military Child Education Coalition (MCEC). They formed S2S (Student to Student) and began welcoming new military students. The program has grown to other schools and to about 40 student volunteers who help military students feel welcome at their school. Many of the S2S Program volunteers are enrolled in the ROTC program as well and due to other activities could not make the recognition this morning. He asked the students here to come forward and he introduced Commanding Officer, Whiting Field, Capt. Coughlin and asked him to join him at the podium. Capt. Coughlin presented the student volunteers with plaques in appreciation for their service to our community, and country.

3. Santa Rosa County School Board Resolution

Mr. Wyrosdick read the first paragraph of Resolution 2014-10-A which basically states that the Board and the Superintendent oppose the Florida Department of Education's intent to issue school grades in a transition year for standards and assessments and connecting the results to teacher and principal evaluations.

He shared with the audiences that he and the board are not against accountability, they accept it and welcome it, but the difficulties with evaluation and accountability with new tests, that haven't been evaluated yet, impacts everyone. Dr. Scott said all we are asking for is a year before tying student achievement and evaluations to the new tests to allow time to properly prepare for professional development, district progress monitoring and curriculum decisions.

F. Public Hearing

1. Conduct Public Hearing and Approve 2014-2015 Student Progression Plan Revisions

The Chairman asked if anyone wanted to address the board regarding the public hearing on the revisions to the 2014-15 Student Progression Plan. There was no response and the hearing was closed.

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

The board approved the revisions as submitted to the 2014-15 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. There was no response and the public forum was closed.

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 Coleman, Seconded by Jenny Granse. Motion Passed by a Vote of 5 - 0.

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

1. Human Resource items

- a. Personnel Board Agenda**
- b. Unpaid Leaves and Out of State Temporary Duty**
- c. Substitute Teachers & Ed Support Substitute List**
- d. Annual Fire and Life Safety Inspections**

2. Curriculum/Instruction Items

- a. Student Reassignments**
- b. Suspensions**
- c. School Volunteers**
- d. Business Partnerships**

3. Administrative Operational Items

- a. Facility Use Requests**

- b. **Field Trip Requests**
- c. **Religious Venue Request**

Action Agenda

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

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

*The board approved the following purchasing items as presented:
I. 1,2,3,4, and 5*

- 1. E-RATE 102314**
- 2. TCPN 12-56 Print Services**
- 3. MHS unauthorized purchase 102314**
- 4. Surplus 102314**
- 5. Exceed the Limit 102314**
- 6. Food Service Quarterly Report 102314**

Leslie Bell, Sodexo came forward to present the Food Service quarterly report.

She began by reviewing the Smart Snack Sales. Sodexo has seen a decrease in Ala carte sales by 1100 meals per day. Serving sizes are smaller in order to meet new nutrition guidelines (fat, sodium, etc.). They have seen an increase in the consumption of fruits and vegetables, and all snacks and ice cream choices meet the new guidelines.

Ms. Bell shared with the board that Sodexo participates in many community activities, such as the Northwest Florida Heart Walk, No Kid Hungry/Share our Strength, and Making Strides Against Breast Cancer

Sodexo celebrated Florida School Breakfast Week, September 15-19th with the title "Rolling Out the Red Carpet for Breakfast." Ms. Bell shared a couple of pictures of the decorated cafeterias at West Navarre Primary, Pace High, Gulf Breeze High and a picture of Jarod from Subway at Dixon Primary School. She also shared a picture of the new Breakfast Cart at Avalon Middle School. Students can purchase a quick breakfast as they arrive at school from the cart. The cart has increased breakfast meals by 35 students per day and Ala carte sales by 31 students per day.

National School Lunch Week was celebrated October 13-17, "Get in the Game with School Lunch."

Leslie introduced the head of the Nutrition Education Program in our schools, Andy Pepper. Ms. Pepper has been successful in increasing the program. In 2013-14 she had 83 classes with 1437 children, this year she has 94 classes and 1958 children. She is already looking at the 2015-16 school year anticipating adding another 3rd grade class at an existing school and adding two more schools to the program. Teacher involvement and their observation surveys indicate the program is working because students are eating healthier, nutrition lessons are valuable, they are interesting and keep the students engaged.

Ms. Bell asked the board if they had any questions. The board thanked her for her presentation.

7. DAG Architects Agenda Items

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

The board approved the following change order #15 dated September 30, 2014:

**Chumuckla Elementary School Kitchen/Cafeteria/Music/Art Room Addition*

(Larry Hall Construction)

(\$4,500.00) Credit for base substitution (Lime rock base to crushed concrete base).

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

*The board approved the following final construction payments/fees:
Chumuckla Elementary School Kitchen/Cafeteria/Music/Art Room Addition*

(Larry Hall Construction) \$148,496.62

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

8. Pinder Martin Agenda Items

The board reviewed the status of the Pinder-Martin Associates, Inc. construction projects.

9. Schmidt Consulting Agenda Items

The board reviewed the status of the Gulf Breeze High School HVAC Renovation Phase I.

The Pre-construction meeting on Phase II is scheduled for October 20, 2014.

10. Direct Purchasing Change Orders

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

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

**Gulf Breeze High School - Chiller Plant
A. E. New Jr. \$1,527.46*

**Hobbs Middle School - Kitchen/Cafeteria/Bus Ramp/Parking
A. E. New Jr. \$27,566.46*

11. Santa Rosa County Board of Commissioners Request to Lease Property

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

Mr. Brad Baker came forward to review the County Administrator's request. The Santa Rosa County Board of Commissioners have initiated a comprehensive change in the county emergency communication system which includes the need for an additional communications tower in the Munson area.

The Board of Commissioners is requesting a long-term lease on a 60' x 60' site on the campus of the former school in Munson. They plan to construct a 300' self-supporting communications tower including a 12' x 16' equipment building, a 50 kw generator, and a 500 gallon propane tank, all within a chain link fenced area.

The board approved the request from the Santa Rosa Board of Commissioners.

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 Scott Peden. Motion Passed by a Vote of 5 - 0.

The board approved the revised and reformatted job descriptions as presented.

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

The board approved the revision in the Human Resource Procedure Manual as submitted.

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

The board approved the administrative appointment of Jennifer Thomas, as Assistant Principal of West Navarre Primary effective Nov. 3, 2014.

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

1. Early Terminations

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

2. Alternative Placements

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

The chairman asked if there was anyone in attendance who wanted to address the board regarding any of the alternative placements this evening. There was no response.

The board approved the alternative placements as presented.

3. Articulation Agreement - NWFSC

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

4. Young Americans Contract

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

5. Title I, Part A Parent Involvement Plan

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

6. OPPAGA

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

7. Locklin Tech 14-15 Tuition and Fee Schedule

Motion to Approve was moved by Hugh Winkles, Seconded by Jenny

Granse. Motion Passed by a Vote of 5 - 0.

Due to recent financial aid changes from the Department of Veterans Affairs, application fees are no longer eligible for payment. The board approved the request to amend our current 2014-15 tuition and fee schedule to reflect these changes.

8. Student Records Handbook Revisions

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

9. MHS Boy's Basketball Schedule Addendum

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

10. Professional Learning Communities: Implementing School-Wide Change Component

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

11. Head Start/Early Head Start Monthly Report for August and September 2014- Review Only

The board reviewed the Head Start/Early Head Start Monthly Report for August and September, 2014.

12. Head Start/Early Head Start - Overview of Findings Report 2014

The board reviewed the Head Start/Early Head Start overview of findings report 2014.

13. Head Start/Early Head Start Programs 2014 Annual Program Self-Assessment Findings and Plan of Action

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

14. 2014-15 School Improvement Plans, Schools Advisory Council Rosters and Schools Advisory Council Bylaws

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

L. Financial Recommendations – Susan McCole, Assistant Superintendent for Finance

1. Request for New Bank Account for Self-Insured Insurance

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

2. Internal Funds Check Signer Position Change for ESE Department

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

M. Items from Board Members

This morning's board meeting is Mrs. Coleman's last one. She addressed the board and audience expressing her appreciation for the opportunity to serve on the Santa Rosa County School Board for the past 12 years. She thanked Mr. Wyrosdick and the former Superintendent, Mr. Rogers, and the assistant superintendents she has worked with, Doug Dillon, Jane Allen, Steve Ratliff and now Joey Harrell, Lewis Lynn and Susan McCole, she also thanked all the directors and principals over the years. She also thanked her previous fellow board members who provided great support, Mr. Ken Smith, Mr. Ed Gray, and Joann Simpson. She expressed her appreciation for the present board members and Mr. Green, Board Attorney. Servicing on the board has been a great opportunity for her and her family and she thanked them too. Mrs. Coleman said she isn't sure what she will be doing in the future, but she will let us know. It is bittersweet saying good-bye, but she is looking forward to great things and opportunity for the future.

Mr. Wyrosdick and Dr. Scott presented Mrs. Coleman with a Gavel/Plaque and thanked her for her service to the school district. Mr. Wyrosdick invited everyone to a reception scheduled for November 3, 2014 from 3:00 - 5:00 p.m. in the boardroom, honoring Mrs. Coleman's service.

Mr. Winkles expressed his appreciation to Mrs. Coleman for the professional manner in which she served the Santa Rosa County School Board.

N. Items from Board Attorney

None

O. Items from Superintendent

Mr. Wyrosdick did not have any items today. He reminded the board to plan to stay after the board meeting was adjourned for an Executive Session.

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 October, 2014 A. D.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary