

**MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
February 19, 2015-9:00 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: Mr. Hugh Winkles, Chairman, Mrs. Jennifer Granse, Vice-Chairman, Mr. Scott Peden, and Mrs. Carol Boston. Dr. Diane Scott was unable to attend this morning. 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. Karen Retherford to lead us in a moment of silence and the Pledge of Allegiance to the Flag.

C. Approval of Minutes

1. School Board Meeting Minutes Jan. 22, 2015

Motion to Approve was moved by Scott Peden, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

D. Oral Written Communications

1. Board communication regarding Executive Session and Contract Negotiations

Mr. Green, Board Attorney stated that he sent everyone a letter regarding various matters that could come up in the future. He felt the letter was self explanatory, but asked the board members to call him if they had any questions.

2. Testing in Florida Schools

Mr. Wyrosdick shared with the board a press release from Governor Scott titled: We Must Reduce Testing In Florida Schools (DOE testing investigation recommends Florida students take fewer assessments). Mr. Wyrosdick has traveled to Tallahassee several times, most recently yesterday when he spoke to the Senate regarding the Accountability and Assessment requirements.

3. FERMA Best Practices

The Superintendent brought attention to a letter he received from the

Florida Senate informing us that we received the Florida Educators Risk Management Association's Best Practices Award at the recent 69th Annual Joint Conference of the Florida School Board's Association. He thanked the board for their support and congratulated Mrs. Karen Retherford, Risk Manager/Human Resource Manager. Being recognized for implementing excellent employee safety, health and risk management programs, based on comprehensive program audits is quite an honor for our district.

4. Safety Performance

Mrs. Retherford came forward to present an overview of the district safety performance and the financial impact to the district.

Mrs. Retherford shared with the board that we had the Lowest Experience Modification (EMR) rate in the state. She compared our Safety Performance from 2000-2015 bringing special attention to when we implemented our Wellness Incentive Programs. Since the implementation of Wellness Incentives, we have enjoyed rates of approximately 2% reduction in our workforce injuries. This has a direct impact on the EMR rate paid. She showed a graph illustrating how our Casualty and Workers Compensation premiums have decreased over the years.

Mr. Wyrosdick wanted to bring these figures to the board's attention and mention that although the Wellness Incentive Program has been canceled due to budget restraints, we are still focused on cutting the amount of injuries down. As the economy gets better and we begin to put some of the programs back in place this will become a high priority. Mrs. Retherford will be retiring in the next few months, however she is already working on a new Wellness Incentive Program and will share her ideas with the new Risk Manager for implementation.

E. Recognitions/Resolutions/Proclamations

1. Healthy High School Challenge Award

Leslie Bell, Sodexo and Jud Crane, Director of Purchasing and Contract Administration came forward to recognize two of our high schools for being awarded the Healthy High School Challenge. Ms. Bell shared with the board that between 200-400 high schools compete for this award. They asked Milton High School, Mike Thorpe, Principal and Susan Whitfield, Cafeteria Manager and from Navarre High School, Brian Noack, Principal and Lea Stuteville, Cafeteria Manager to come forward. Both high schools were awarded \$500.00.

2. Outstanding Volunteers recognition

Mrs. Pam Smith, Director of Elementary Schools came forward to recognize our Outstanding Volunteers of the Year 2014-15. This year, so far, the volunteer hours have exceeded 50,000. The following 9 outstanding volunteers have accumulated 4,631 hours between them. Mr. Wyrosdick commented that without the help of our volunteers we could not operate school.

*Mrs. Smith asked the following people to come forward in the Youth Category to receive their certificate:
3rd Place - Pea Ridge Elementary - Jason Barlow; 2nd Place - King Middle School - Jayden Rainey; 1st Place - Gulf Breeze Elementary - Hannah Spooneybarger.*

*The following people were asked to come forward in the Senior Category to receive their certificates:
3rd Place - Hobbs Middle School - Sue Young; 2nd Place - Berryhill Elementary - Helen Cannon and
1st Place - Bagdad Elementary - Sally Miller*

*The following volunteers were asked to come forward in the Adult Category to receive their certificates:
3rd Place - Holley Navarre Primary - Lorna Hawley; 2nd Place - Gulf Breeze Elementary - Jen Jensen; 1st Place - Navarre High School - Aljean Lautenslager*

Ms. Lautenslager was also chosen by the Florida Department of Education as the State Region 1 winner.

3. Head Start 50 Year Celebration / Recognitions

Dr. Bonner, Director of Pre-K and Head Start came forward and gave a brief history of the Head Start program and shared with everyone they are celebrating their 50th year anniversary.

Dr. Bonner explained that on May 18, 1965, President Lyndon Johnson announced Project Head Start and gave Sargent Shriver the go ahead to enroll 100,000 children in the first Head Start programs as part of his "War on Poverty" program. By June, 1965, there were 2,700 Head Start programs and by the end of the summer, 560,000 Head Start children had been enrolled. Santa Rosa County has Head Start and Early Head Start programs at Bagdad Elementary School, Berryhill Elementary School, Central School, East Milton Elementary, Jay Elementary, West Navarre Intermediate and T. R. Jackson Pre-K School.

Dr. Bonner asked two of her parents who have helped with the program and are members of their policy council, Ms. Prater and Ms. Reynolds to come forward. She also asked Mr. Tannehill with the Watch D.O.G.S. (Dads of Great Students), a volunteer program designed to get fathers more involved in their children's education, to come forward so they could be recognized.

Mr. Rod Gracy presented Ms. Sharrell Etheridge with a certificate of recognition for her 25 years of service to and in the Head Start program. Mr. Gracy also lead some boys and girls from the Head Start program in a rendition of "Happy Birthday" to the Head Start program.

F. Public Hearing

None

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 speak to the board regarding any item not on the agenda.

Ms. Charlyl Parrish, League of Women Voters came forward. The league noticed that programs in Escambia and Santa Rosa County taught children about National and State elections but didn't seem to have much material on local elections. They put together some material and gave it to Mr. Clark Youngblood to be used in our Civics Program for 7th grade students.

Mr. Wyrosdick told her that Mr. Youngblood has distributed their material to our teachers and we are using the material in our classes. He thanked her for coming and thanked the League for the work they do in our community.

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.

The Board approved all Administrative Agenda items H. 1.,2.,3 and 4 as submitted.

Mr. Wyrosdick wanted to call attention to the Personnel Board Agenda. He is recommending Mrs. Pam Smith, current Director of Elementary Education, to fill the vacant position of Coordinator of Risk Management and Benefits effective March 11, 2015.

1. Human Resource items

a. Personnel Board Agenda

- b. **Leaves and Out of State Temporary Duty Forms**
- c. **Annual Fire and Life Safety Inspections 2014-2015**

2. Curriculum/Instruction Items

- a. **Student Reassignment Requests**
- b. **Suspensions**
- c. **School Volunteers**

3. Financial Items

- a. **Budget Amendment #15/03, Bills and Payroll, and Monthly Financial Statement for November, 2014**
- b. **Budget Amendment #15/04, Bills and Payroll, and Monthly Financial Statement for December 2014**

4. Administrative Operational Items

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

Action Agenda

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

1. Surplus 021915

Motion to Approve was moved by Carol Boston, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.

2. RFP 15-01 Classroom Student Response System 021915

Motion to Approve was moved by Carol Boston, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.

3. Custodial Quarterly Report 021915

Mr. Steve Sport, Southern Management came forward to present the Custodial Quarterly Report.

Mr. Sport began by sharing the scores they received from each school site. Elementary school average score was 3.5; Middle school average was 3.25; while High Schools gave them an average of 3.5.

Post Quarter Activity included the following: Top scrub and re-wax VCT floors (common areas such as cafeteria and hallways); Hood vents are cleaned at high schools (grease); and winter grounds are cleaned up. Mr. Sport shared some pictures taken of gym floors that were cleaned and waxed over the Christmas break.

He introduced Mike Porter, who was promoted to Manager of the Pace area schools and is doing a great job. He also introduced James Ward, Employee of the Year and Chris Cortez, Dixon Intermediate, Employee of the Quarter.

4. DAG Architects Agenda Items

Motion to Approve was moved by Carol Boston, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.

The board approved Phase II - Navarre High Building Construction Technical Lab/Classroom Addition as presented.

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

5. Pinder Martin Agenda Items

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

6. Schmidt Consulting Agenda Items

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

7. 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 the following change orders decreasing the projects payable below to the appropriate contractor by the amounts shown.

These decrease are to reflect payments made to suppliers and the associated tax savings acquired through direct purchasing.

**Gulf Breeze High School - Chiller Plant Phase II
>A. E. New Jr. \$26,050.89*

**Hobbs Middle School - Kitchen/Cafeteria/Bus Ramp/Parking*

>A. E. New Jr. \$157,922.63

**King Middle School - Kitchen/Cafeteria*

>A. E. New Jr. \$107,813.18

8. Growth Management

Motion to Approve was moved by Jenny Granse, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

Mr. Harrell came forward and shared with the board that during the past year he has had multiple conversations with the Superintendent regarding growth in the district. Many of our schools are at capacity and we have purchased several properties we plan to use in the future.

Growth management is a science and is data driven. Without accurate data it is hard to predict where a new school is needed and where we will be 5 years or 10 years from now. Mr. Harrell reached out to the Dept. of Education and asked them for information about what other districts have done and any current RFP's they may be using. They did furnish him with several, however one person came highly recommended and is currently working with the University of Florida.

Mr. Gene Boles, is a Senior Fellow and Project Coordinator for the Center for Better Communities, earned a Master of City Planning, Master of Science of Transportation and bachelor degree in Civil Engineering.

If we enter into a contract with the University of Florida for his services at \$5,000.00, it will be far less expensive than working directly with a consultant. The expense for Mr. Boles services will come from Part III funds and not the general budget.

Mr. Harrell said that it used to be that we could drive thru neighborhoods and count households, but those days are long gone and we need accurate data for future school planning. He asks the board for their approval to enter into a contract with the University of Florida for the development of a School Facilities Planning "Geodatabase" and assist in the application of the "Geodatabase" to school planning decisions.

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

1. Human Resource Action Agenda

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

The board approved the administrative appointment of Dawn Alt, as the Director of Pre-K Programs, effective April 1, 2015.

Motion to Approve was moved by Jenny Granse, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

The board approved the administrative appointment of Mr. Mike Thorpe as the Director of Inservice effective April 1, 2015.

*Motion to Approve was moved by Scott Peden, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.
The board approved the administrative appointment of Ms. Liz West as the Director of Employee Evaluations and Accountability, effective April 1, 2015.*

*Motion to Approve was moved by Scott Peden, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.
The board approved the Clerical Data II (Revised) job description as submitted.*

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

1. Termination of Alternative Placements

Motion to Approve was moved by Scott Peden, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

2. Expulsions and Alternative Placements

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

The Chairman opened the floor for the Expulsion and Alternative Placement hearing and asked if anyone wanted to address the board regarding any of the expulsions.

The father of student #0151-30 came forward. He stated that his daughter is a good child and this is the first time anything like this has happened. He asked the board to take that into consideration when they decide on discipline.

Mr. Wyrosdick responded that he appreciates him being here and that the board also desires getting his daughter back into her regular school as soon as possible. Sometimes students make poor choices and use poor judgement but it doesn't have to derail their career. The district wants to get his child back in school as soon as possible.

Mr. Winkles mentioned the previous item, Termination of Alternative Placements where we give students the opportunity to go back to their school before their one year of expulsion is up, if they work hard on their school work and don't get into any more trouble.

3. Florida Standards Training Grant

Motion to Approve was moved by Jenny Granse, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

**4. Technology: Technology Integration/Information, Communication, &
Technology Literacy**

Motion to Approve was moved by Jenny Granse, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

5. School Improvement Revision - Berryhill Elementary

Motion to Approve was moved by Carol Boston, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.

6. Spring Athletic Schedules - High School 2014-2015

Motion to Approve was moved by Carol Boston, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.

7. SRC Community School Preschool Fee Changes for 2015-16

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

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

None

M. Items from Board Members

Mrs. Boston congratulated the Lady Raiders Weightlifting team on their State Championship win. She also congratulated Ms. Gayla Reimmer who is retiring from Navarre High School and is certainly going to be missed.

She also congratulated two teachers, Pete Mehafée and Robin Cronin from West Navarre Intermediate for winning grants.

1. Florida School Boards Association 2015-16 Dues

Motion to Approve was moved by Scott Peden, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

N. Items from Board Attorney

Motion to Approve was moved by Carol Boston, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.

Mr. Green reminded the board that we recently approved allowing the county an easement at the Munson School site for a cell tower which will be used by the North end of the county for the emergency management system. This tower will benefit first responders, fire, ambulance, police and schools. He has had a discussion with the county attorney and he feels it might be advantageous for the school district to deed the property for the

cell tower to be build on to the county with a reverter clause included so that the property would return to the school district at such time the county doesn't need it for the tower.

O. Items from Superintendent

None

P. Adjournment

Motion to Approve was moved by Carol Boston, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.

There being no further business the meeting was adjourned.

DONE AND ORDERED IN LEGAL SESSION by the School Board of Santa Rosa County this 19th day of February, 2015 A.D.

SANTA ROSA COUNTY
SCHOOL BOARD

Chairman

ATTEST:

Superintendent of Schools