

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
June 23, 2016-6:30 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. Jennifer Granse, Chairman, Mr. Scott Peden, Vice-Chairman, Dr. Diane Scott, Mrs. Carol Boston and Mr. Hugh Winkles. Also present was Timothy S. Wyrosdick, Superintendent of Schools, and Secretary and Mr. Paul Green, Board Attorney.

B. Pledge of Allegiance

The Chairman called the meeting to order and Mr. Floyd Smith led us in the Pledge of Allegiance to the Flag and in a moment of silence.

C. Approval of Minutes

1. June 9, 2016 School Board Meeting Minutes

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

D. Oral Written Communications

None

E. Recognitions/Resolutions/Proclamations

1. SRCDS - A-Team District Competition Winners

Mr. Jeff Baugus, Coordinator of Math and Science came forward and presented the following students who earned a spot on the District's A-Team and represented Santa Rosa County District Schools at the 31st Commissioner's Academic Challenge in Orlando on April 21-23rd, 2016 with certificates.

*Social Studies: Shawn Luciani, Pace High School
English: Ian McCullough, Navarre High School
Mathematics: Nathan Andreo, Pace High School
Science: Kyle Scheller, Navarre High School*

F. Public Hearing

1. Conduct Public Hearing and Approve 2016-2017 Code of Student Conduct

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

The Chairman opened up the public hearing on the 2016-17 Code of Student Conduct and asked if anyone wanted to address the board. There was no response and the public hearing was closed.

2. Conduct Public Hearing and Approve 2016-2017 School Choice Plan

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

The Chairman opened up the public hearing on the 2016-17 School Choice Plan and asked if anyone wanted to address the board. There was no response and the public hearing was closed.

3. Conduct Public Hearing and Approve Instructional Materials Adoption-Health & Physical Education

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

The Chairman opened up the public hearing on Instructional Materials Adoption - Health and Physical Education and asked if anyone wanted to address the board. There was no response and the public hearing was closed.

4. Conduct Public Hearing and Approve 2016-2017 Music Adoption

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

The Chairman opened up the public hearing on the 2016-17 Music Adoption and asked if anyone wanted to address the board. There was no response and the public hearing was closed.

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

The Chairman opened the floor up for the public forum and asked if anyone wanted to address the board regarding any item not on the agenda. Mrs. Denise Palmer came forward and shared with the board that she is the parent of a Jay High School student and would like to ask the board for help on an urgent problem.

She explained that on August 30, 2015 her older son, David was killed in a car accident. He was two weeks into his senior year at Jay High. Her son had 3 times the legal limit of alcohol in his system at the time of the accident. The investigation further reviewed that the alcohol was provided by another Jay High parent. Allegations are this parent has provided alcohol to students for over 3 years. Since last September, 2015, the parent has been arrested twice for contributing to the delinquency of minors, sexual battery and has been released on bail.

Mrs. Palmer shared with the board that this parent has two daughters that attend Jay High and attends field trips and other extracurricular activities. Mrs. Palmer feels the parent is a threat and real danger to the students who attend Jay High. She requests the board limit her attendance and access to students. She stated there is no doubt that the parent is sick and needs help. Until then, she needs to stay away from our children.

Mr. Wyrosdick explained to the board that we are aware of the allegations and have been following the situation. We will act swiftly and carefully if she is found guilty of the charges as we would in any situation where there is a threat to our students. The case is currently in the process of adjudication.

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

The Board approved the Administrative Agenda Items H. 1, 2, and 3 as submitted.

1. **Human Resource items**
 - a. **Human Resource Administrative Agenda**
 - b. **Leaves and Out of State Temporary Duty**
2. **Curriculum/Instruction Items**
 - a. **Student Transfer Requests**
3. **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 062316

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

2. RFP 16-04 Speech and Language Therapy 06-23-16

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

3. Custodial Quarterly Update

Mr. Sport, ABM came forward to present the Custodial Quarterly Update. He began with the scores that the elementary, middle & intermediate, vocational and high schools gave ABM this quarter. The average score was 3.10-3.25 out of a possible 4.

Mr. Sport reviewed the summer 2016 work schedule for classrooms, workrooms, media centers, offices, etc.:

*Dust High and Low Cleaning Light Fixtures
Clean desks, chairs, tables Strip or shower scrub and lay finish on all hard floors
Empty and clean trash cans Inspect room when finished
Clean walls, doors, window sills and baseboards
Spot, shampoo, extract, and damp buff all carpets*

*The 2016 work schedule for the Rest Rooms is:
Shower scrub tile floors Empty and clean trash cans
Inspect room when finished Clean light fixtures
Clean walls, stalls, doors, window sills, and baseboards*

Clean all fixtures/sinks, tubs, shower stalls, toilets, urinals, hand washing fixtures
Clean and shine all chrome plumbing
Dust high and low (include cabinets, window ledges, shelves, etc.

ABM has purchased 2 new T-7 Floor Scrubbers, 3 new T-3 Walk Behind Scrubbers and 5 new E-5 Deep Cleaning Extractors, which will get a lot use this time of the year.

He shared some of the administrators positive comments made to and about ABM and he asked if any of the board members had questions for him.

The Board and Superintendent thanked him for his presentation.

4. DAG Architects Agenda Items

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

The Board approved Phase 1 approval for:

Locklin Tech Automotive Shop Addition

*Pre-Engineered Metal Building, 1560 s.f. @\$25.00/s.f. = \$39,000.00

*Overhead Coiling Doors (3 @ \$6,000.00/Door) = \$18,000.00

*Site Work = \$50,000.00 Allowance

*Concrete Slab/Foundation, 1560 s.f. @\$10.00/s.f. = \$15,600.00

*Electrical, 1560 s.f. @\$16.00/s.f. = \$24,960.00

*Mechanical, 1560 s.f. @ \$20.00/s.f. = \$31,200.00

Total Construction Cost = \$178,760.00

A/E Fees (Based on DMS Fee Curve "D Average Complexity 8.75% \$15,641.00

Total Project Cost (Automotive Shop Addition) = \$194,401.00

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

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

The board approved the Phase 1 approval for:

Sims Middle School - Kitchen Renovation/Addition

*Kitchen Demolition, 2387 s.f. @\$20.00/s.f. = \$47,740.00

*Kitchen Renovation/Addition, 4579 s.f. @\$200.00/s.f. = \$995,800.00

*Kitchen Equipment Allowance \$300,000

*Site Work/Demolition/Dumpster Pad/Screen Wall \$75,000 allowance

Sub Total (Kitchen Renovation/Addition) = \$1,418,540.00

A/E Fees (Based on DMS Fee Curve "B More than Average Complexity" - 8.36%
\$118,620.00

Sub Total Project Cost (Kitchen Renovation/Addition) = \$1,537,160.00

Sims Middle School - Classroom Addition

*Classroom Addition, 2089 s.f. @\$175.00/s.f. = \$365,575.00

*Site Work, \$50,000.00 Allowance

Sub Total (Kitchen Renovation/Addition) = \$415,575.00

A/E Fees (Based on DMS Fee Curve "D Average Complexity" - 8.30% \$34,481.00

Sub Total Project Cost (Classroom Addition) = \$450,056.00

Total Project Cost (Kitchen Addition/Renovation/Classroom Addition) = \$1,987,216.00

5. Direct Purchasing Change Orders

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

The Board approved the following 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.

**Central School - Gym/HVAC/Locker Room Renovation*

A. E. New, Jr., Inc. \$5,063.41

**Gulf Breeze Middle - Kitchen Expansion/Cafeteria Renov*

A. E. New, Jr., Inc. \$132,307.07

**Gulf Breeze High - Chiller Plant Ph III*

A. E. New, Jr., Inc. \$49,675.65

**Holley Navarre Middle - Kitchen Expansion/Cafeteria Renov*

Jack Moore & Co., Inc. \$78,952.39

**Milton High - Chiller/HVAC Renov. \$ Bldg. 35 Energy Upgrades*

A. E. New, Jr., Inc. \$322,385.53 Chiller/HVAC \$25,523.33 Bldg. 35 Upgrades

**Santa Rosa Adult School - Offices Addition*

Larry Hall Construction, Inc. \$26,241.29

J. Human Resource Recommendation- Conni Camley, Assistant Superintendent for Human Resources

1. Human Resource Action Agenda

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

The Board approved the employee disciplinary action as presented on the Action Agenda Addendum.

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

The Board approved the 2016-17 Staffing Plan Revisions and the 2016-17 Administrative Personnel Recommendations as presented.

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

The Board approved the employee disciplinary actions as submitted on Action Agenda.

2. Insurance Renewal

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

The board approved the request for 2016-17 Insurance Renewals: Property, Casualty & Ancillary Lines of Insurance Coverage, Flood Insurance, and Storage Tank Insurance as presented.

Mrs. Pam Smith wanted to give the board an update on health insurance. The district put out an RFP for a wellness program and received one presentation. After the insurance committee reviewed the presentation they felt there was a lot of unanswered questions and didn't feel good about it so they decided not to accept the proposal at this time. She will bring the board up to date on a wellness program at a later date.

Mrs. Smith distributed an Operating Projections for Self-Funded Health Benefit Plan coversheet and a Medical and Rx Experience spreadsheet for 2016 January-May period. She

called attention to the Loss Ratio column which is currently at 77.19%. This is a lot better than last year's ratio at this same time of the year. It looks like we are on target and if we continue on this track, we could have some savings. She explained that four things contribute to our health care costs and they are: Medical Trends, Claims Total, Administrative Fees, and Stop Lost Insurance.

She has been in discussions about possible plan changes but the consensus was that plan changes would not have a dramatic effect on our claims. Our current policy is pretty well set up and is a solid plan. She called attention to the projections on premium income for the next three years which is showing an expected increase. She expects to receive premium forecasts in July and will bring some figures to the board sometime in August.

Mrs. Smith explained that we don't have any reserves (savings) due to the bad year we had in 2015. If the claims activity doesn't rise we could have some savings this year. She also mentioned it can be a challenge to use the savings (reserves) because they are not recurring funds. We could use any savings we receive to offset the following years premiums but the funds would not be there to help with the year after that.

She asked the board if they had any questions.

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

1. IDEA Grant 2016-2017

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

2. Title 1 Part A, Basic—Education of Disadvantaged Children and Youth

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

3. Title II, Part A - Grant Synopsis

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

4. Title III Grant Synopsis

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

5. Virtual Contracts for 2016-17 School Year

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

Mr. Wyrosdick explained the only contract we need to approve now is the FLVS. The K12 and ePasco contracts are being finalized and will be brought back to the board at a later meeting.

6. Articulation Agreement with PSC DRAFT

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

7. Flight Adventure Deck Budget for 2016-2017

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

8. Locklin Tech Tuition/Fees 1617

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

9. Santa Rosa Adult Fees 1617

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

10. LASR 2nd Semester FTE Invoice

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

11. District Accreditation Process

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

12. Early Head Start/Head Start Monthly Report for May 2016 - Review Only

The Board reviewed the Early Head Start/Head Start Monthly Report for May 2016.

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

None

M. Items from Board Members

Mrs. Boston thanked Mr. Emerson for the shirts they received this evening.

Dr. Scott mentioned she would like the board to get an update on the Gifted Student Program at the next meeting.

N. Items from Board Attorney

Mr. Green distributed copies of the Purchase Contract on the property (Food World, Hwy 90) we are considering purchasing. It has been signed by both the seller and Mr. Wyrosdick, however the contract contains a Option Provision that means the school board must vote and approve the purchase of the property before the contract becomes official. Mr. Green explained that we are currently advertising a public hearing on the purchase of the property for July 21, 2016. At that board meeting the board members will consider and vote on the purchase. Mr. Harrell will have 30 days starting today to inspect the property one last time.

Within 10 days from today, the seller will furnish the title. Mr. Green said they will review the title very carefully to make sure everything is in order. We have 15 days to notify the seller if any defects exist. By the time all this is completed it will be about time for the July 21st public hearing. The Board can begin reviewing the contract and should feel free to contact Mr. Harrell or Mr. Wyrosdick if they have any questions prior to the July 21st. meeting.

O. Items from Superintendent

The Superintendent shared with the board that we are celebrating our Steam Camp and the yellow t-shirts they received this evening are their tickets to get in. He mentioned they should watch (and we might even show it at the next board meeting), the video that Mr. Emerson put together to introduce the STEAM program. He expressed his appreciation to Mr. Emerson, Jeff

Baugus and Ashley Flowers for all their hard work.

The work on the purchase of the Food World property is tedious and requires a lot of detail. Mr. Green is protecting the board members and the Santa Rosa County School District. Mr. Wyrosdick said he certainly appreciates everything Mr. Green does for us.

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 June, 2016 A. D.*

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary