

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
November 17, 2016-9:00 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: Mrs. Jennifer Granse, Chairman, Mr. Scott Peden, Vice-Chairman, Mrs. Carol Boston, Dr. Diane Scott, and Mr. Hugh Winkles. 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. Hugh Winkles lead us in the Pledge of Allegiance to the Flag and in a moment of silence. This was Mr. Winkles' last School Board meeting as he is retiring.

C. Approval of Minutes

1. School Board Meeting Minutes October 20, 2016

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

D. Oral Written Communications

Superintendent Wyrosdick pointed out that Marilyne Pugh will be retiring soon and Melanie Pattullo will be taking her place as Secretary to the Superintendent and School Board. Mr. Wyrosdick went on to thank Mr. Hugh Winkles for his twenty-four years of service as well as countless sacrifices that Mr. Winkles and his family have made over the years. The Superintendent specifically talked about Mr. Winkles' decision as a young man to give back to the school system and how much we appreciate his service. Mr. Winkles received a standing ovation.

E. Recognitions/Resolutions/Proclamations

None

F. Public Hearing

None

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

None

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 Carol Boston. Motion Passed by a Vote of 5 - 0.

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

1. Human Resource items

- a. Administrative Board Agenda**
- b. Leaves and Out of State Temporary Duty**
- c. 2016-2017 Annual Inspections**

2. Curriculum/Instruction Items

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

3. Financial Items

- a. Budget Amendment #16/01, Bills and Payroll, and Monthly Financial Statement for September 2016**
- b. Internal Funds Check Signer Position for Pace High School**

4. Administrative Operational Items

- a. Field Trip Requests**

b. Facility Use Requests

c. Religious Venue Request

Action Agenda

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

1. Exceed the Limit 111716

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

2. Property Inventory Audits 111716

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

3. Surplus 111716

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

4. Transportation Quarterly Report 111716

Mr. James Bagby with Durham Transportation came forward to present the Transportation quarterly report.

Mr. Bagby began by reiterating Durham's commitment to transporting students to school safely, on time, and ready to learn. He then moved on to staffing and shared some news clippings from other areas showing a bus driver shortage. We have experienced some of this challenge as well; particularly at the south end of the district. Last week we had 203 drivers for 196 routes. As a contract agency Durham has access to other resources; they can bring in out of state drivers to augment the staff that we have. They are offering incentives (bonuses); wage increases including field trip and charter raises; and expanded benefits. They have also hired a recruiting agency. Three additional drivers should be licensed by the end of this week and six driver candidates will be receiving training in the coming week.

Mr. Bagby reviewed the steps in a proper bus stop and discussed an accident in October that occurred when a bus was rear ended as a child was loading. The bus driver did everything correctly (the other driver was cited for the accident); this accident was non-preventable.

Mr. Bagby asked the bus driver, Tondra Allender, to come forward. Emily Donalson, Principal of Sims Middle School, wrote a letter of

commendation for Ms. Allender for the character and compassion that she consistently shows to her students which Mr. Bagby summarized. He thanked Ms. Allender for her service.

Mr. Bagby went on to share that we have eleven at-fault preventable accidents to date this year; we had a total of fifteen in 2015 and hope to do better this year.

Moving forward we want to continue to employ quality drivers, maintain a superior safety standard, and provide quality transportation service. Mr. Bagby expressed appreciation to the school district and schools for their patience as Durham works through manpower issues.

Superintendent Wyrosdick asked Mr. Bagby if there is an opportunity during the 14-day wait period for driver candidates to shadow experienced drivers and the routes they will be moving in to. This would help acclimate them to the route.

Mr. Bagby responded that the new drivers actually drive with a seasoned driver before receiving their own route.

The Superintendent thanked James Bagby for the report and also thanked Tondra Allender for her service to students.

5. DAG Architects Agenda Items

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

6. Schmidt Consulting Agenda Items

Joe with Schmidt Consulting provided an update on King Middle School. Two construction companies should be submitting bids in the coming week; pending this outcome the bid may be submitted at the next Board meeting for approval.

7. Navarre High Batting Cage

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

Mr. Joey Harrell, Assistant Superintendent for Administrative Services, came forward to request approval of the Navarre High Batting Building - Phase III. Superintendent Wyrosdick stated that this is an opportunity for the School District to reconcile some issues and will be an ongoing

district-wide effort.

8. Prequalified General Contractor

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

Assistant Superintendent for Administrative Services Joey Harrell came forward to request approval of the pre-qualification of Hanto & Carke General Contractors as a Certified Educational Facility Contractor as they have met all required criteria based on Florida Statute.

9. Direct Purchasing Change Orders

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

The Board approved the following change order decreasing the project payable below to the appropriate contractor by the amount shown. This decrease is to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing.

- *Central School - Agricultural Lab
Addition Larry Hall Construction
\$51,781.18*

10. Lease Agreement with Capstone

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

Mr. Joey Harrell, Assistant Superintendent for Administrative Services, requested approval of a lease agreement with Capstone Academy to utilize a portion of the Community School building at Milton High School for a nursery.

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

1.Action Agenda

None

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

1. Alternative Placements

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

The Board approved the Alternative Placements/Expulsions as presented.

2. High School Athletic Schedule Winter Sports 2016-2017

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

3. Calendar Revision 2016-2017

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

**4. Santa Rosa Health and Rehabilitation Center
Affiliation Agreement**

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

5. EHS and HS Continuation Grant Synopsis for 2017-18

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

6. Head Start Transportation Waiver Request Letter

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

7. Early Head Start/Head Start Monthly Report for October

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

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

None

M. Items from Board Members

Board Member Mr. Hugh Winkles spoke about the last twenty-four years and the School District's commitment to excellence; he has witnessed a lot of changes but the level of excellence never changed. He recalled when FCAT was first implemented and Mr. Russell was Superintendent - Mr. Russell stated that "we may not like FCAT but it's here, and Santa Rosa County will excel" - and we did. Mr. Winkles shared that a bad year for Santa Rosa School District would be a good year for most districts. He went on to say that he will miss some things and not miss others. (This was Mr. Winkles' last School Board meeting as a Board member.)

Board Member Mrs. Carol Boston thanked Mr. Winkles for his years of service.

Dr. Diane Scott thanked Mr. Winkles for his service - "you've been a steady stream of good actions; good intentions and good decisions."

Dr. Scott also shared that FSBIT is sponsoring a dinner at the upcoming FSBA/FADSS Joint Conference and School Board members who are attending the conference are invited to attend the dinner.

Dr. Scott noted that she has had conversation with folks about Title IX and asked Mr. Bill Emerson, Assistant Superintendent for Instructional Services, and Mr. Jason Weeks, Director of High Schools, for a brief update. Mr. Emerson shared that we have a manual in place (the Outside Support Organization Manual). There will be a time when we try to make sure everyone understands the manual; will talk to any group that needs explanation. We continue to have questions about what's acceptable and unacceptable; people are trying to do right. In regard to facilities, Mr. Harrell looks at facilities to determine if we are in compliance or not. We have a process of looking at each request to determine how to move forward; before we had no formal process. Our goal is to implement policies that will make things visible and fair; consider how different actions/improvements will affect equity at a school site. We are moving in a positive direction.

Dr. Scott stated that she's glad they are talking to different groups; being able to educate people is a good start.

Mr. Scott Peden expressed his appreciation to Mr. Winkles and shared that it has been an honor to serve with him. Mr. Winkles' experience and knowledge in Board meetings and executive sessions has been invaluable.

Mrs. Jennifer Granse also expressed appreciation to Mr. Winkles for his expertise; "we will miss you but we will be calling you."

N. Items from Board Attorney

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

Mr. Green's first item involved a small piece of property by Jay High School that we purchased in the nineties. Part of the purchase agreement contract was that the seller would retain the mineral rights to the property and also would pay closing costs on the property. The realtor has recently discovered that the deed does not include the provision that the seller retains the mineral rights. In order for the contract to be fulfilled this needs to be corrected and the realtor is requesting this correction. Mr. Green has reviewed the documents and there is no question regarding the intent of the agreement. Mr. Green requested the Board's approval that we move forward with the transaction in order to meet the terms of the

contract and that we would receive a corrected deed. In addition to the seller signing the corrected deed we would also sign the corrected deed showing that we are in agreement.

Mr. Green went on to say that we are hoping to do a closing on the Food World transaction shortly after December 6. This will depend on Board approval on December 6 of a couple of revisions to the transaction that Mr. Green explained and will provide documentation of prior to the December 6 School Board meeting. Mr. Green has discussed the revisions with Superintendent Wyrosdick who is inclined to recommend the revisions to the School Board; it is the School Board's decision to approve or not approve.

The issue has been a title matter; when the contract was written the School District requested a title policy without exceptions. Exceptions in a title policy means that the title to a piece of property is insured "except for" a particular issue. Any title issue has significance but some issues are more remote than others; Mr. Green stated that in his opinion, this issue is quite remote. The parcel we want to purchase, referred to as the "Bruno parcel," was previously sold by the owner but prior to the recording of the deed the Bruno parcel owner recorded some restrictive covenants including one related to the use of the property. When we first saw that we realized it needed to be cleared up since technically it could interfere with our intended use of the property. The issue is that when the Bruno owner recorded that restriction he no longer owned the property; his interest had already been transferred to the new owner. There is a legal issue as to whether or not that restriction was effective. The restriction also included cross easements for parking; agreement among the owners to participate in repairs to parking areas; and storm drainage easement that would be utilized by both parcels. We have been moving along with the assurance of the seller that this title problem could be resolved so the exception could be removed. Mr. Green shared that we have proposed to them, and this would require Board approval, an amendment to the contract that says the seller will immediately take action (they have already employed a law firm) to do a declaratory judgment to get a judicial order that says this document that was recorded out of sequence does not impair our title or use. This is a lawsuit in circuit court;

the conditions of our agreement would be that they have that suit filed before the School Board acts on December 6. It will not be complete by December 6 but will be filed by then. Another condition is that if the Board approves on December 6, we have a closing as soon as possible after that. Out of the closing proceeds \$100,000 of the purchase price would be held in escrow to allow the seller a period of time (possibly ninety days with rights to have extensions) to complete the lawsuit and get the declaratory judgment which is intended to remove the exception from our

title policy. If the seller completes the lawsuit within that time they will receive the \$100,000 and sell at the purchase price; if they do not, our recommendation on December 6 will be to proceed with the closing after going through this process since we think the title issue is so remote we will not be affected. We think the \$100,000 that we would then retain would be sufficient to defend any action we would have on that property. If the sellers are not able to clear the title policy within the time and extensions that we allow, we will purchase the property at a cost that is \$100,000 less than we contracted (we keep the \$100,000). If they are able to clear the title policy we will purchase the property at the contracted price. Mr. Green expressed that he feels this is a reasonable resolution and would allow the School District, after the closing, to proceed with renovations.

Mr. Green said that he's providing this update to allow Board members to think about this prior to the meeting on December 6. He also suggested that if they need further explanation individual Board members could call or e-mail him.

School Board Member Dr. Diane Scott asked a question regarding the \$100,000 escrow. Since the \$100,000 is related to the seller completing the lawsuit within the given timeframe, what happens if the suit is completed but the seller does not prevail? Mr. Green responded that we get the \$100,000 and take the title with the exception. Dr. Scott asked if Mr. Green felt this issue is so remote that we don't need to be concerned; Mr. Green said that for the seller not to prevail K-Mart would have to file a defense to the action and fight the lawsuit which he does not anticipate. Mr. Green stated that he would not recommend that the School Board take title with the exception if he felt the ownership would be impaired in some way.

Superintendent Wyrosdick thanked Mr. Green for his work on this tedious, complicated process and expressed appreciation to him for his work on our behalf. The Superintendent stated that we will make a recommendation on December 6 and need to move forward for obvious reasons.

O. Items from Superintendent

Superintendent Wyrosdick congratulated Ms. Susan McCole, Assistant Superintendent for Finance, and her staff, Marilyn Brown and Lynn Green, for a very clean and positive audit report. Mr. Wyrosdick noted that the financial statement has changed drastically in the last year which also impacts the process.

Motion to Approve was moved by Scott Peden, Seconded by Diane Scott.

Motion Passed by a Vote of 5 - 0.

The Superintendent went on to say that we are always looking for property to consider for school sites and requested permission to enter into a negotiation process for some property in Gulf Breeze on Highway 98.

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 17th day of November, 2016 A. D.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent of Schools