

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
August 20, 2020-9:00 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. Buddy Hinote, Chairman; Mrs. Wei Ueberschaer, Vice-Chairperson; Mrs. Linda Sanborn, Mrs. Carol Boston, and Mrs. Jennifer Granse. Timothy S. Wyrosdick, Superintendent of Schools; and Paul R. Green, Board Attorney, attended virtually.

B. Pledge of Allegiance

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

C. Approval of Minutes

1. Approval of School Board Workshop Minutes of July 23, 2020

Motion to Approve was moved by Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.

2. Approval of School Board Meeting Minutes of July 23, 2020

Motion to Approve was moved by Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.

3. Approval of School Board Meeting Minutes of July 30, 2020

Motion to Approve was moved by Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.

D. Oral Written Communications

1. Approval of Innovative Reopening Plan

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

Superintendent Wyrosdick shared that our Innovative Reopening Plan for the Fall 2020 School Semester has been approved by the Department of Education. The Department's review, for purposes of considering the

approval of a reopening plan, is focused on verifying each of the seven assurances required by DOE Order No. 2020-EO-06. Our plan provides each of the required assurances.

Mrs. Ueberschaer asked if our plan was submitted within the required deadline. Assistant Superintendent Bill Emerson replied that it was; the plans were reviewed in the order that the school district will be opening. Mrs. Ueberschaer asked about the assurance requirements; Mr. Emerson responded that several of the assurances required more detail including what we will be offering brick and mortar students, Exceptional Student Education students, and ESOL students. Mrs. Ueberschaer confirmed that July 31 was the deadline for submission; Mr. Emerson noted that the learning option deadline was also July 31; we have provided updates as needed.

2. Staff

For a complete word for word transcript, please see the video. The following presentations to the Board have been condensed.

Superintendent Wyrosdick asked Senior Staff to provide an update in their area of responsibility. He explained that recent circumstances have caused a decline in enrollment and shared that in light of recent economic news it is important that we are as fiscally solid as possible.

Conni Camley, Assistant Superintendent for Human Resources, came forward first. Mrs. Camley explained that a reduction of approximately 150 teachers was needed due to the decreased number of students in the brick and mortar option. Positions were found for 112 of these employees; 22 of the 150 declined; which leaves 16 of the 150 initially identified that have not been placed. Mrs. Camley added that updated staffing was not released until Wednesday based on the learning plan option selected by students. Mrs. Sanborn asked what percentage of students have not selected an option; Superintendent Wyrosdick responded that 36% have not selected a learning option. If a student has not made a declaration, they will default to brick and mortar. Mrs. Camley noted that they have staffed to this number - numbers are fluid at this time.

Mrs. Sanborn shared her concerns that there may be students without teachers on Monday. Mrs. Camley reassured her that schools are staffed appropriately to include students who did not declare a learning option.

Assistant Superintendent for Curriculum and Instruction Bill Emerson came up next to talk about FTE forecasting. The forecast that our budget was based on is 29,249.51. Looking back at the fourth calculation of school year 2019/2020 we were at 28,600.87 which indicates growth of

648.64 FTE which was adjusted to 600. Mr. Emerson continued that using brick and mortar enrollment numbers from about a week ago he calculated -2,071 elementary, -384 middle school, and -352 high school students. Based on the staffing calculator, Mrs. Camley came up with staffing numbers. At that time Santa Rosa Online was at 2,250 students; they are now over 2,600. (Last year Santa Rosa Online's enrollment was less than 100.) Mr. Emerson noted that it's like starting a new school from scratch; they've done a heroic job.

Mr. Emerson explained that the students who do not show up will not reduce our funding until February. For example, if we're short 1,000 students, based on an estimate of \$7,000 per student, we will be approximately \$7,000,000 short. Mr. Emerson then presented a grade level comparison of enrollment from May 28 to current numbers provided by Mr. Hicks: 23,508 in brick and mortar; 2,166 in full time virtual; and 3,003 in remote learning.

Mr. Emerson continued that school principals now have some flexibility regarding students' learning plans. If a parent calls the principal requesting a transfer the student may be moved (based on the site administrator's recommendation).

Mrs. Sanborn asked what we will do in a few weeks if the state directs us to close schools. Mr. Emerson responded that we're much further along with technology and remote learning than we were in the spring.

Several Board members asked about student technology needs. David Hicks, Assistant Superintendent for Instructional Technology Services, responded that based on the survey, if a student indicated they need technology, it is being sent to the school with the student's name on it.

Superintendent Wyrosdick stated that in every communication he's had with DOE they have recommended that we build financial capacity; the numbers are stark.

Mr. Hicks spoke of the transition to Focus and the work load it has placed on the ITS department (in addition to everything else). He expressed appreciation for the patience extended to the ITS department and appreciation to ITS employees for their hard work and dedication.

3. Financial Review

Superintendent Wyrosdick asked Susan McCole, Assistant Superintendent for Finance, to come forward. Ms. McCole read the executive order which stated that districts will not receive reduced funding based on the fall FTE count - the order does not mention the spring FTE count. That means if we have the count that is anticipated, in April or

May, we will be reduced by \$7.6 million. Mrs. Sanborn stated that we could be over projection... Ms. McCole responded that is a possibility but we need to prepare to be held accountable for a potential decline in the February FTE count.

Mrs. Ueberschaer asked if the June financial statement includes rollbacks. Ms. McCole responded that the June statement does not include rollbacks because the books for 2019-2020 have not been closed out; entries are still being made. Rollbacks will be included in the AFR presentation at the Board meeting on September 10.

Superintendent Wyrosdick concluded that he wants the Board to be cognizant of revenue loss; to have a contingency plan if the FTE does not show up and to begin planning for it. He continued that there is a human factor and a financial one in every decision made. A significant loss in funding drove the decision to reduce instructional staff.

Mrs. Ueberschaer requested that, in the future, if a decision of this nature is made, a press release is issued so that there is better understanding in the community that it is an economic response – not a teacher layoff without adequate explanation. Mrs. Sanborn agreed with this point and feels that there should have been communication with the Board prior to the action. Mrs. Boston stated that we need to work on our communication; we really need a public relations professional. Superintendent Wyrosdick acknowledged the Board comments as well as the need for a public information officer; he added that the timeline was very tight for taking action. Mrs. Sanborn asked if we have a job description for a Public Information Officer; we do not have a Board approved job description at this time.

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)

The Chairman opened the floor for the Public Forum and asked if anyone would like to address the Board. No one came forward, 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 Linda Sanborn, Seconded by Jenny Granse. Motion Passed by a Vote of 5 - 0.

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

1. Human Resource items

a. Administrative Agenda

b. Unpaid Leave

2. Curriculum/Instruction Items

a. Student Reassignment Requests

b. School Volunteers - Level 1

3. Financial Items

a. Budget Amendment #19/10, Bills/Payroll and Monthly Financial Statement for June 2020

Action Agenda

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

1. Exceed the Limit 082020

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

2. Property Inventory Audit 082020

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

3. MOU FSMC RFP 19-01 082020

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

The Board approved the MOU as required by the Florida Department of Agriculture and Consumer Services to allow the use of district funds to procure additional packaging in order to provide prepackaged meals under recently developed district requirements for meal service based on return to school under Covid-19 protocol.

4. Berube Leonard Structural Engineers

*Motion to Approve was moved by Jenny Granse, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.
The Board approved Phase 2 documents for Pace High School weight room slab replacement.*

5. DAG Agenda Items

*Motion to Approve was moved by Carol Boston, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.
The Board approved the following change order:*

East Bay K8

Request approval of a 15-day time extension through July 22 due to Covid-19 manpower impact

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

The Board approved the following change order:

Jay High School Baseball and Softball Fieldhouse

3-Day time extension due to adverse weather during July 2020

6. McKim & Creed Agenda Items

The Board reviewed the status of current McKim & Creed construction projects.

7. Direct Purchasing Change Orders

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

The Board approved 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.

- East Bay K-8 School
Culpepper Construction
\$268,465.19*
- Jay High - Baseball/Softball Fieldhouse
A. E. New Jr.
\$105,478.12*

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

1. Action Agenda

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

The Board approved the following as submitted:

- *SRCSD 2020-21 Educational Support Evaluation System*
- *SRCSD 2020-21 Instructional Evaluation System*
- *SRCSD 2020-21 School Leader's Evaluation System*

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

The Board approved the Memorandum of Understanding between Santa Rosa Professional Educators and Santa Rosa County School Board allowing the flexibility of offering synchronous classes as an instructional delivery model.

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

1. Camelot Revision

Motion to Approve was moved by Wei Ueberschaer, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.

The Board approved the revision to the Camelot contract.

Mrs. Sanborn requested clarification. She asked if there is a deadline for the teachers to become certified.

The amendment reads:

- *Proof of registration for the certification test provided before services rendered*
- *Proof of Florida Department of Education Teaching Certification must be provided to Santa Rosa County prior to the first FTE count of the current school year*

2. Santa Rosa Tutoring/Mentoring Contract with the University of West Florida 2020-2021

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

3. Amendment: Cooperative Agreement Between the School Board of Santa Rosa County, FL and the School Board of Escambia County, FL Title I Private Schools

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

4. CareerSource Escarosa Annual Contract Modification #1

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

5. Early Learning Coalition Cooperative Agreement (TAPP)

Motion to Approve was moved by Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.

6. Suicide Prevention Protocol for School Based Threat Assess Teams - Revised

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

7. CSTAG 2020-2021

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

8. School Health Services Plan 2020-2022

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

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

None

M. Information Technology Services Recommendations – David Hicks, Assistant Superintendent for Information Technology Services

1. Focus School Software LMS

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

N. Items from Board Members

Mrs. Boston wished everyone a good start to the school year; she appreciates all the work that's been done.

Mrs. Sanborn agreed with Mrs. Boston's comments and added that teachers are heroes to all of us. She also spoke to parents and guardians that criticizing any aspect of this does not help your student; they are the highest priority; we need to be totally supportive and positive to help our students have the best experience.

Mr. Hinote also expressed appreciation to all the staff who have worked so diligently over the past several months.

Mrs. Ueberschaer noted that as she has driven by schools over the last several weeks the parking lots are full of teachers preparing for class; teachers and parents are excited for school to start. This is a testament to the heart of our district. She wished them luck; we know that parents are anxious and fearful; everyone associated with this district has kids' welfare in mind.

Mrs. Granse stated that there are a lot of orientations going on right now. This will be a tough year but we will get through it together.

O. Items from Board Attorney

Mr. Green reminded the Board members that new Board members are already covered under the Sunshine Law and communication with them would arguably be a violation of law; "be cautious."

P. Items from Superintendent

1. Fall Sports Start Date

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

The Board approved the fall sports memo as recommended with a practice start date of September 7 and first competition the week of September 14-18.

Mrs. Sanborn asked if Escambia is following the same format; Superintendent Wyrosdick responded that some districts have already started practice; we are following the CDC and Department of Health guidelines.

Discussion followed regarding the amount/distance of travel and who we may be playing. Superintendent Wyrosdick stated that much will depend on what happens in school. He noted that competitive play will take place with mandates already in place; venues are expected to comply with social distancing.

The Superintendent recognized Sherry Smith, Director of Student Services, and expressed appreciation to Mrs. Smith for her work. She is

retiring effective September 1, 2020.

Q. Adjournment

Motion to Approve was moved by Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 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 20th day of August, 2020.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary