

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
September 10, 2020-6:30 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: 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, who attended virtually.

B. Pledge of Allegiance

The Chairman called the meeting to order and Superintendent Wyrosdick led us in the Pledge of Allegiance to the Flag and in a moment of silence.

The Superintendent brought attention to the passing of Mr. Ken Smith, retired Board member who served from 1978 - 2006 as well as a highly regarded member of the community.

C. Approval of Minutes

1. Approval of School Board Meeting Minutes of August 20, 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

None

E. Recognitions/Resolutions/Proclamations

1. Student Recognitions Social Studies Department

Clark Youngblood, Curriculum Coordinator for Social Studies, came forward to recognize the following two students who competed virtually in the State History Day competition in the Junior Individual Performance category. (The students came forward to receive their award.)

- *Jacquelyn Ruffini from Hobbs Middle School (Teacher - Stephanie Mainer) placed first*
- *Clara Powell from King Middle School (Teacher - Denise Early) placed second*

F. Public Hearing

1. Conduct Second Public Hearing on Proposed/Tentative 2020-2021 Budget

Mr. Hinote asked if anyone would like to address the Board regarding the proposed/tentative budget for 2020-2021. No one came forward.

Assistant Superintendent for Finance Susan McCole began the public hearing by providing comments on our current financial status. We are 1,233 students under projection; we hope to regain those students by the October/February FTE counts. Our projected FCR (financial condition ratio) for June 30, 2021, is 3.12. That will change throughout the year based on receiving additional funds or reductions from the state.

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

1. Resolution Number 10-03; approve Required Local Effort Millage at a total of 3.8020 Mills and raising \$45,369,978.

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

2. Resolution 10-03; approve Discretionary Millage at .7480 Mills raising \$8,926,024.00.

Motion to Approve was moved by Wei Ueberschaer, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 1.

3. Resolution 10-03; approve Capital Outlay Millage at 1.5000 Mills raising \$17,899,781.00 (for a total Millage of 6.050 Mills)

Mrs. Sanborn voted against the Capital Outlay Millage of 1.5000 Mills; she stated that the Board had lengthy discussion on this at the July 30 Board meeting (first public hearing for 2020-2021 proposed budget).

Mrs. Ueberschaer pointed out that, even with the increase of .1000 Mills, the total Millage of 6.050 Mills is lower than last year's total Millage of 6.091 Mills.

Superintendent Wyrosdick noted that at the time the promise was made twenty years ago to not increase Capital Outlay Millage we were receiving Capital Outlay Funds which we no longer receive.

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

Recommend approval of Resolution Number 10-04 adopting the Final

Budget for Fiscal Year 2020-21.

1. *Approve a total Operating Budget of \$260,054,443.02 and a total budget of all budget parts of \$407,069,579.30.*

2. Financial Statement

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

The Annual Financial Statement for July 1, 2019 - June 30, 2020 was approved as submitted.

Ms. McCole made the following points.

On June 30, 2020, our general fund balance had gone down \$5.2 million which is a decrease from the prior year. Our assigned and unassigned fund balance was \$12,612,792, which gave us an FCR on June 30, 2020 of 5.6. When we opened the new budget and calculated expenses it gave us a projected FCR of 3.12 on June 30, 2021.

Our self-insurance fund balance has been increasing; we have a balance of \$8.6 million.

At present we have long-term debt of \$53.2 million with \$1.3 million in bonds and almost \$52 million in Certificates of Participation (COPS).

3. Conduct Public Hearing on Revised 2020-2021 School Calendar

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

4. 2020-2021 Code of Student Conduct

The Chairman opened the floor for the Public Forum and asked if anyone would like to address the Board. The following citizens addressed the Board.

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

Jo Ann Cave came to the podium to speak against the mask mandate. Ms. Cave has four students currently in Santa Rosa schools and is very involved in the school system. After sharing statistics that she feels support not wearing a mask, Ms. Cave stated that those who want to wear

a mask should do so but those who do not want to should not be required to wear a mask.

Hailei Smead came up next to voice her opinion against the mask policy. Ms. Smead also feels that the face mask should be optional; she stated that other counties are not requiring it; the governor is not mandating it.

Richard Staszak came forward to address the Board regarding the 14-day quarantine requirement. Mr. Staszak's student is currently being quarantined due to exposure; he asked who he could talk to about this. Superintendent Wyrosdick responded that we partner with the Department of Health by providing seating charts (student proximity information) and the DOH contacts families regarding possible exposure. Mr. Staszak questioned if the 14-day quarantine is a requirement or guideline from the DOH.

Superintendent Wyrosdick encouraged Mr. Staszak to organize his questions/suggestions and present them to the Department of Health; this is an ever changing situation. Mrs. Boston shared that our Safety Director is in constant communication with the Department of Health and CDC.

Angie Klug spoke next regarding the mask policy. Ms. Klug stated that she has four students in Santa Rosa schools and is very concerned about students being required to wear masks as well as the quarantine policy. One of her students is in AP classes and is concerned that if quarantined he will not be able to keep up with his classes. How will this affect students who are working toward a scholarship? Ms. Klug feels that the brick and mortar education cannot be duplicated on line, home school, or in private schools. Ms. Klug stated that she has spoken with the DOH and they told her that the quarantine is a suggestion if a student may have been exposed.

Erin Wainwright shared her concerns regarding the notification process, quarantine policy, and social distancing. She feels that administrators and teachers have been placed in an unfair position and we are allowing the Department of Health too much control. Her student will return to school tomorrow (after a 14-day quarantine) and Ms. Wainwright is frustrated that her student may be exposed again and required to complete another 14-day quarantine.

An unidentified speaker came forward to ask why other counties in the state are not following the guidelines. Superintendent Wyrosdick responded that he does not govern what other counties do. This speaker stated that she was told that if her student wore a mask she would not be sent home unless she showed symptoms; her daughter is in college

algebra and she is concerned that if she has a 14-day absence she would fail the class.

Another speaker came forward with questions about the truancy policy as related to Covid. She also voiced concern about not receiving student assignments during their absence.

Several speakers returned to the podium with additional comments.

Elijah Bell came forward to express his opinion (and numbers) regarding masks which he does not favor. He suggested a daily briefing (on Covid).

Mr. Hinote closed the public hearing stating that adequate time has been given for discussion.

Board member Linda Sanborn pointed out that this agenda item is not about changing the mandate but about wording within the Code of Student Conduct reflecting the decision that was made at a previous meeting regarding the mask mandate. Mrs. Sanborn is concerned that there is confusion about what we're here for tonight. She suggested that we form a committee to review this policy and concerns expressed tonight.

Superintendent Wyrosdick stated that he supports this suggestion (forming a committee) but would want the Department of Health and CDC to have representation on the committee.

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

The Board approved the 2020-2021 Code of Student Conduct as submitted.

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 regarding an item not on the agenda. 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 Wei Ueberschaer. 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**
 - c. **2020-2021 Annual Inspections**
2. **Curriculum/Instruction Items**
 - a. **Student Reassignment Requests**
 - b. **Suspensions**
 - c. **Level 1 School Volunteers**
 - d. **Level 2 Volunteers for Approval**
3. **Administrative Operational Items**
 - a. **Religious Venue Requests**

Action Agenda

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

1. Exceed the Limit 091020

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

2. Property Inventory 091020

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

3. Property Control Inventory Audit 091020

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

4. Property Control Missing-Found Assets 091020

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

5. Property Control Annual Deletions 091020

Motion to Approve was moved by Jenny Granse, Seconded by Linda

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

6. Surplus 091020

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

7. RFP 20-09 Electrician and Helper 091020

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

The Board approved RFP 20-09 Electrician & Helper with White Sands Electric, Inc. as the top company to be awarded. The selection committee consisted of the following:

*Richard Grimes, Maintenance Foreman I
Keith Hines, Assistant Principal of Locklin Technical College
Bo Hancock, Electrician II
Richard Laing, Supervisor of Building Maintenance
Thomas DelaCruz, Electronic Technician II*

8. Unauthorized Purchase PHS 091020

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

The Board approved the unauthorized purchase. Mr. Crane noted that remedial training will be conducted with school administration and employees regarding the purchasing process required.

Mr. Crane discussed the USDA approval of free meals for all children. He explained the process which will include brick and mortar and distance learning students as well as any child (does not have to be a student) under the age of eighteen.

9. Berube Leonard Agenda Items

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

The Board approved Pace High School weight room floor replacement - Phase 3.

10. 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 Phase I review and opinion of costs for the PE building at East Bay K-8.

The Board reviewed current DAG construction projects.

11. McKim & Creed Agenda Items

The Board reviewed current McKim & Creed construction projects.

12. Sam Marshall Agenda Items

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

The Board approved Phase 1 review of Hobbs Middle School energy upgrades.

The Board reviewed the status of current Sam Marshall projects.

13. East Bay Retainage Reduction

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

The Board approved reducing the percentage of retainage currently held by half (from 10% to 5%) to include all future pay applications from this point forward.

14. Tiger Point Property -School Board Closing Extension

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

The Board approved the Tiger Point Property closing extension as submitted.

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

1. Action Agenda

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 administrative appointments.

- *Amie Filbert, Administrative Intern, Santa Rosa Blended Academy, effective September 11, 2020*
- *Teresa Reilly, Administrative Intern, Santa Rosa Blended Academy, effective September 11, 2020*

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

The following job description was approved.

- *Homeless Education Teacher/Visiting Teacher/Social Worker (revised); requested by Director of Federal Programs*

The following job description was tabled.

- *Student Intervention Specialist (revised); requested by Director of Continuous Improvement*

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

The Board approved the Memo of Understanding between Santa Rosa Professional Educators and Santa Rosa County School Board.

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

The Board approved the following administrative appointment.

- *Patti McKnight, Director of Federal Programs, effective October 1, 2020*

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

The Board approved the following administrative appointment.

- *Michael Thorpe, Assistant Superintendent for Curriculum & Instruction, effective September 11, 2020*

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

The Board approved the following administrative action.

- *Lisa Dillashaw, Temporary Reassignment to Transportation, effective September 11, 2020*

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 job descriptions.

- *Coordinator of Literacy (revised); requested by Assistant Superintendent for Curriculum & Instruction*
- *Director of Inservice and Instructional Technology (revised); requested by Assistant Superintendent for Curriculum & Instruction*

2. Benefits Renewal for 2021

Pam Smith, Coordinator of Risk Management and Benefits, came

forward to introduce Mike Carraway with Fisher Brown Bottrell. Ms. Smith also expressed appreciation to the Insurance Committee for their work.

Mr. Carraway came forward with good news regarding our renewal costs which will be increasing by only 1.05%. This is our third year with our stop loss claim carrier (U.S. Fire and Casualty) which enabled them to provide renewal costs early. The majority of the increase is coming from the number of contracts which shows a projected increase. Mr. Carraway covered the following items.

- Total renewal cost for 2021 is \$23,560,079.
- Total contracts are estimated at 2,096 (employees on health coverage).
- Maximum funding level percentage recommended is 93% which will set an estimated \$21,799,231 in premium collections (from Santa Rosa School District and employees). (Administrative Services to Florida Blue) Fees decreased by 2.79% (down \$39,237).
- Stop Loss Premiums increased by 16.14% (increase of \$285,323).
- Expected Medical Claims and Aggregate Claims cost increased by \$712,265; which is the result of increased enrollments to the plan, not a result of renewal increases.
- With a recommendation of a \$1,000,000 increase and funding to 93%, the outstanding 7% potential cost to the plan if the plan exceeds a loss ratio of 100%, would be \$1,649,205. The current non-reoccurring fund balance (minus reserves) as of July, 2020, is \$7,490,194.54.
- The total 2020 recommended School Board cost for our medical plan, including HSA contributions, is \$18,964,007 (87% of the total cost of our health care benefits).
- The committee also recommended continuing with our current Pharmacy Benefit Management company Express Scripts. There is a \$0 cost increase for this benefit for 2021.

The insurance committee recommended a change in the School Board twice yearly contributions to employee HSA (Health Savings) accounts. This is an audit recommendation due to overpayment for separated employees, customary practice for contributions, finance system management, and alignment with monthly self-contributions. This would change the two School Board contributions from January/July to up to twelve monthly contributions based on continued employment on the eligible health plan.

Mrs. Sanborn asked if the overall premium cost for employees will increase by 1.5%. Ms. Smith responded that the employee cost will increase based on the total number of employee contracts, employee

plan selection, and CBA contract language. She noted that this will be clearly communicated in the new Employee Benefit books.

Additional benefits from our partner providers includes Florida Blue continuing to provide \$100,000 in wellness dollars to our Self-Insured Health Fund. These dollars are used to fund our Healthiest You Telemedicine Program.

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

The Board approved as presented Benefits Renewal for 2021.

Also recommended for approval \$0 premium increases for this year's renewals of all group products:

- Dental (United Health Care)*
- Flexible Spending Plans*
- Vision (Davis Vision)*
- Basic Life and Supplemental Life Insurance (VOYA)*
- Long Term Disability Plan - VLTD (Florida Combined Life - FCL)*
- Healthiest You Telemedicine Program*

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

1. Early Terminations

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

2. WEAR/WFGX Broadcast Rights Agreement

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

3. High School Athletic Schedules - Fall 2020-2021

Motion to Approve was moved by Carol Boston, Seconded by Jenny Granse. 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**

Superintendent Wyrosdick shared that over the last few weeks we've experienced systemic attacks to our network which has created

slowdowns. We are on the alert and investigation is taking place.

N. Items from Board Members

Mrs. Sanborn shared that as she has been visiting schools she's impressed with how well students are wearing masks. She also visited the Camelot Academy and feels that they are getting off to a good start.

Mrs. Sanborn reminded the Board that she needs their proposals for the FSBA legislative platform by the October 8 Board meeting.

1. School Board Member Salaries 2020-2021

Mrs. Sanborn commented that the current School Board member salary is \$32,400 per year which has been the salary for the last ten years. The recommended salary from the state is \$36,606. Mrs. Sanborn stated that she does not feel a 9% increase is a good idea but proposed an increase of \$1,000 per year.

Mrs. Ueberschaer stated that she struggles with this; in a year that the budget is so tight she feels a salary freeze for one more year would be in order. Mrs. Ueberschaer also commented that we need to do what is necessary in order to attract citizens to become public servants.

Mrs. Boston added that this is a conundrum; neighboring districts keep Board member salary equivalent to that of teacher raises. This is a difficult year for the budget but in public education it always is.

Mrs. Sanborn shared that she empathizes with members of Congress who have to vote themselves a raise. We need to show that we value our School Board members the same as neighboring districts.

Mrs. Sanborn made a motion that Board member salary be increased by 3%; Mrs. Boston seconded. The motion failed with two votes in favor (Mrs. Sanborn and Mrs. Boston) and three opposed (Mrs. Granse, Mr. Hinote, and Mrs. Ueberschaer).

Mr. Green advised that Florida Statute requires the Board to set their salary. Mrs. Boston made a motion that Board member salary remain the same; Mrs. Ueberschaer seconded the motion. Motion passed by a vote of 5-0.

2. School Board Attorney Job Description

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

The Board approved the School Board Attorney job description and legal

advertisement as submitted.

Superintendent Wyrosdick asked Mrs. Ueberschaer to provide information on this item since she has been working on it at his request. Mrs. Ueberschaer suggested the following tentative timeline/process.

- *Direct Human Resources to begin advertisement right away and send applications to Board members for review as received*
- *Board to determine which applicants to be interviewed at October 8 Board meeting*
- *Board to conduct and complete interviews by October 16*
- *Board attorney selection at October 22 Board meeting*

O. Items from Board Attorney

Mr. Green shared that on Monday there will be a zoom meeting regarding the court's decision on the homebuilders' motion for summary judgment on the impact fee case; depending on the ruling it can be indicative of the case at a lower level. This is a matter of some magnitude and Mr. Green will report back to the Board on the judge's ruling.

P. Items from Superintendent

1. SRC Cares Act Funding Contract

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

Superintendent Wyrosdick explained that this is a \$1.6 million contract with the Board of County Commissioners for funding for eligible expenditures under the Program (CARES Act).

Superintendent Wyrosdick continued that there may be additional funding but it will be on a reimbursement basis; we may not have funds available for this.

Q. Adjournment

Motion to Approve was moved by Carol Boston, 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 10th day of September, 2020.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary