

**MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
March 8, 2022-6:30 PM**

A. Call to Order and Roll Call

The School Board of Santa Rosa County met in regular session with the following members present: Mrs. Wei Ueberschaer, Chairperson; Mrs. Linda Sanborn, Vice-Chairperson; Mrs. Elizabeth Hewey, Mr. Charles Elliott, and Mrs. Carol Boston.

Also present were School Board Attorney, Terry Harmon; and Dr. Karen Barber, Superintendent of Schools and Secretary.

B. Pledge of Allegiance

Chairperson Wei Ueberschaer called the meeting to order and Tim Short, Principal of Milton High School, led us in a moment of silence and the Pledge of Allegiance to the Flag.

C. Approval of Minutes

1. Approval of School Board Meeting Minutes of February 10, 2022

Motion to Approve was moved by Charles Elliott, Seconded by Elizabeth Hewey. Motion Passed by a Vote of 5 - 0.

D. Oral Written Communications

Dr. Barber shared that SREA (bargaining unit for educational support employees) has reached a tentative agreement with the school district. The tentative agreement (pending ratification) includes an average 2.75% salary increase and two days of bereavement pay for the loss of an immediate family member up to a total of four days per school year.

Dr. Barber requested Patti McKnight, Director of Federal Programs, to come forward to talk about the ESSER III grant approval. Mrs. McKnight came forward and provided information on the benefits our district will gain from this grant. Just to list a few: Additional guidance counselors in our schools; disaster relief bonus of \$1,000 for employees who did not receive the bonus under the Governor's guidelines; ten days of Covid leave reimbursements; and an increase in pay for our subs.

Mrs. McKnight shared that an additional grant was released today in the amount of \$400,000 to aid homeless students.

Dr. Barber expressed appreciation for Mrs. McKnight's leadership; she has stepped up over \$50,000,000 that is now being managed in our school district; above and beyond what Dr. Barber left when she moved from that position sixteen months ago.

Dr. Barber then talked about the timeline for the pay increase and retro pay for educational support employees.

1. Request to Change April 12 Board Meeting to April 7

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

The Board approved the request to change the April 12 Board meeting to April 7; same time and location.

E. Recognitions/Resolutions/Proclamations

1. Arts4All Student Award

Rachelle Wood came forward to present the Arts4All January 2022 monthly award to Joey Suarez, a student in the south end Transition program at Navarre High.

Arts4All Florida will recognize Joey in their newsletter and send him a personalized trophy. The Arts4All Florida Student of the Month Program is designed to increase public awareness and recognize the impact arts make on students with disabilities statewide. Students who participate in the arts develop creativity, have increased self-confidence, understand teamwork, have increased language and math skills and are generally more engaged.

2. Teacher of the Year Nominee Recognition

Danielle Clark came forward to explain the process and to recognize our Teachers of the Year:

*Avalon Middle, Kay Pape
Bagdad Elementary, Shannon Measel
Berryhill Elementary, Mary Stankard
Central, Sierra Fisher
Chumuckla Elementary, Lynne McDonald
Dillon Center, Zack Butler
Dixon Intermediate, Shelley Dunn
Dixon Primary, Selina Walker
East Bay K-8, Morgan Evans
East Milton Elementary, Emily Craft
Gulf Breeze Elementary, Jenny Grubb*

*Gulf Breeze High, Sarah Smith
Gulf Breeze Middle, Linda Brothers
Hobbs Middle, Steven Bienkowski
Holley Navarre Intermediate, Allison Buffington
Holley Navarre Middle, Ashley Hall
Holley Navarre Primary, Latonya Steadman
Jackson Pre-Kindergarten, Sue Pohlmann
Jay Elementary, Rhonda Adams
Jay High, Lana Rowell
King Middle, Rita Gunter
Locklin Technical Center, Tyler Sahlin
Milton High, Tracey Worrell
Navarre High, Greg Boozer
Oriole Beach Elementary, Sheena Barron
Pace High, Shanon Kyser
Pea Ridge Elementary, Michelle Wade
Rhodes Elementary, Sandy Fall
Russell Elementary, April Davis
Santa Rosa High, Trish Droogsma
Santa Rosa Online, Rachel Wade
Sims Middle, Lauren West
West Navarre Intermediate, Ashley Huggins
West Navarre Primary, Christy Smith
Woodlawn Beach Middle, Paul Miller*

Dr. Barber shared that Trish Droogsma, Santa Rosa High's Teacher of the Year, passed just a couple of weeks ago. She read a statement from Mrs. Droogsma's administrator, Mr. Heringer:

"Trish served as a model educator in our community for thirty-seven years. Throughout this time, she shared her passion for mathematics and sparked a fire for learning in the students whose lives she touched. Santa Rosa High School's Teacher of the Year created strong relationships with students, colleagues, and our community. When asked to describe her, peer and student responses included: supportive, loving, kind, compassionate, encouraging, selfless, positive, and a fighter. Trish leaves a legacy of excellence we should all strive to emulate."

A video was shown of Zack Butler, Santa Rosa County's Teacher of the Year. Mr. Butler is an adaptive P.E. teacher and has been employed with Santa Rosa School District since 2008. Here are a few words that Mr. Butler's administrative team shared: "Zack exemplifies everything we, as educators, should strive for. His unyielding commitment to his students is evident in everything he does. He expertly facilitates targeted lessons to maximize student growth while creating an exciting, engaged classroom culture. Zack is the most positive, enthusiastic, caring, and compassionate person you will ever meet. His joy is infectious, inspiring

those around him to celebrate every moment they have."

Mr. Butler was unable to attend as he is undergoing medical treatment. Dr. Barber asked that we keep him in our thoughts.

F. Public Hearing

1. Revised Request to Advertise for Public Hearing on the 2022-2023 School Choice Plan

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

The Board approved the request to advertise for public hearing on the 2022-2023 School Choice Plan. The public hearing is scheduled for April 7, 2022, 6:30 P.M., in the Board Room at 5086 Canal Street.

2. Request to Advertise for Public Hearing on the Adoption of Instructional Materials for Mathematics

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

Dr. Barber requested Jeff Baugus, Coordinator of Math and Science, come forward to talk about the request for adoption of K-12 math curriculum. Mr. Baugus explained the process including public, parental, and instructional input opportunities. The Instructional Evaluation Committee met to review feedback and ranked proposed materials.

Based on the rankings from the Evaluation Committee, the Board approved Dr. Barber's request to advertise for public hearing the #1 ranking in each category. The public hearing will be advertised to be conducted on April 7, 2022 at 6:30 P.M. in the Board Room at Canal Street.

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

For a complete word for word transcript, please see the video. The following has been condensed.

Tara Turk, Teacher at Gulf Breeze Middle School, addressed the Board regarding teacher planning time and pay raises. Ms. Turk feels that since teachers take work home anyway the need for planning time is not a high priority. She also stated that the negotiations process is frustrating; why can't the Board just say this is what we have in the budget. She presented three things for the Board to think about. What is being done to put a seventh period back in the day? Why can't the Board just offer what is available every year and skip the negotiation process? What can be done now to be sure we're not in the same situation next year?

Debbie Gunnoe came forward next to address the Board. Ms. Gunnoe continues to be concerned about materials she feels are objectionable in school libraries. Ms. Gunnoe read a passage from "Beloved" by Toni Morrison. Though books may be on the DOE approved list, Ms. Gunnoe feels the school district should not have them in school libraries.

Mrs. Ueberschaer asked if anyone else would like to address the Board. A parent came forward to speak regarding an alternative placement; Mrs. Ueberschaer stated that there will be a time to address alternative placement of students later in the meeting.

No one else 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

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

Mrs. Hewey requested discussion on Items H.3.a. and H.4.e. Mrs. Hewey specifically requested review of the function analysis.

For a complete word for word transcript, please see the video. The following has been condensed.

Susan McCole, Assistant Superintendent for Finance, came forward and provided explanation of the function analysis, comparing the first quarter to second quarter.

Function 5000 (Instruction) increased by \$653,468 which is a .41% increase. We had a \$2.9m increase in charter school distribution and re-coded interventionist and reading coach positions. Mrs. Hewey asked of the \$2.9m (Coastal Connections) how much came from our fund balance? Ms. McCole responded that we had to pull \$1.2m from our fund balance to pay Coastal through December. This is part of the reason our FCR decreased in December; along with an increase in health care expense.

Mrs. Hewey also had a question on item H.4.e. - the \$2 million invoice from Coastal. Ms. McCole explained that was payment for July - December.

Ms. McCole continued there were billing issues with Coastal (incorrect payment address on their vendor application) but now that we are current the monthly Coastal payment is a "pass through." As we receive the

invoices we will pay them and receive reimbursement from the state.

- 1. Human Resource items**
 - a. Administrative Agenda**
 - b. Leave and Temporary Duty**
 - c. 2021-2022 Annual Inspections**
- 2. Curriculum/Instruction Items**
 - a. Suspensions**
 - b. Student Reassignments**
 - c. Level 1 Volunteers**
 - d. Level 2 Volunteers**
- 3. Financial Items**
 - a. Budget Amendment #21/04, Bills/Payroll and Monthly Financial Statement for December 2021**
- 4. Administrative Operational Items**
 - a. Facility Use Requests**
 - b. Field Trips**
 - c. Religious Venue Requests**
 - d. Property Inventory Audit 030822**
 - e. Non-Competitive Contracts 030822**

Action Agenda

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

1. Surplus 030822

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

2. RFP 22-04-BG WAN Telecommunications Services 030822

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

The Board approved the recommendation to award RFP 22-04-BG WAN Telecommunications Services to AT&T as the top company to be awarded. The selection committee consisted of the following:

*Jane Shell, Operations Support Specialist I
Ricky Wallace, Enterprise Network Administrator
Mikhy Koehler, Senior Enterprise Network Administrator
Thomas DelaCruz, Electronic Technician II
Wes Pavlicek, Purchasing Agent I*

3. High Roads SRCSD Contract 030822

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

The Board approved the High Road contract as recommended.

Mrs. Hewey asked if High Road could present at the April or May meeting. Dr. Barber responded we will put them on the agenda.

Mrs. Sanborn added that she's very proud of High Road; they're doing good things.

4. Transportation Quarterly Report 030822 - Review Only

This item was presented for review only.

5. DAG Architects

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 K-8 Covered P.E. Building

A twenty-two (22) day extension of time due to adverse weather during October and Covid/supply chain related delays.

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

The Board approved the final payment for East Bay Covered P.E. Building in the amount of \$44,740.76.

6. McKim & Creed Agenda Items

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

7. Caldwell & Associates Agenda Items

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

The Board approved Oriole Beach Elementary Kitchen Renovation Phase 1 and opinion of costs as recommended.

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

The Board approved Test Kitchen Phase 1 initial planning and opinion of costs as recommended.

8. Sam Marshall Architects

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

The Board approved Phase 1 & 2 review for Pea Ridge Elementary kitchen renovations; including the result along with the opinion of costs.

The Board reviewed current Sam Marshall Architects construction projects.

9. Grant Tentative Approval of Agreement to Purchase 152-Acre Parcel for Future Educational Facilities

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

The Board approved the recommendation to grant tentative approval of agreement to purchase a 152-acre parcel for future educational facilities; to authorize a public meeting on May 12, 2022, to consider final approval of the agreement; and to ratify publication of notice of public meeting.

10. Grant Tentative Approval of Agreement to Purchase 1.63 Acre Parcel for Future Educational Facilities

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

The Board approved the recommendation to grant tentative approval of the agreement to purchase a 1.63 acre parcel for future educational facilities as submitted; to authorize a public meeting on April 7, 2022 to consider final approval of the agreement; and to ratify publication of notice of public meeting.

11. Interlocal Settlement Agreement - Town of Jay

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

The Board approved the interlocal settlement agreement with the town of Jay. The settlement agreement is needed due to billing errors dating back to September 2018. The Town of Jay agreed to credit the District's account (gas and water/sewage) for overbilling which will leave the School District with a credit balance for which gas usage will be billed

against.

12. Annual Certification of Facilities Data

Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.

The Board approved the Florida Inventory of School Houses (F.I.S.H.) per Florida Statute 1013.31 (1)(d) as recommended. The F.I.S.H. certifies to the Office of Educational Facilities that the inventory is current and accurate.

13. Direct Purchasing Change Orders

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

- *Wallace Lake K-8 School
Culpepper Construction
\$1,453,944.42*

J. Human Resource Recommendation- Liz West, Assistant Superintendent for Human Resources

1. Action Agenda

Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 1.

The Board approved the following job description as recommended:

- *Coordinator of Federal Programs (new), requested by Director of Federal Programs*

Mrs. Hewey opposed the new job description.

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

The Board approved the following position as recommended:

- *Coordinator of Social Studies (revised), requested by Assistant Superintendent of Curriculum and Instruction*

Note: This is a TSA (Teacher on Special Assignment) position; the only change is job responsibilities.

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

The Board approved the following job descriptions as recommended:

- *Job Coach Paraprofessional I (revised), requested by Director of ESE*
- *Job Coach Paraprofessional II (new), requested by Director of ESE*
- *Literacy Coach (revised), requested by Coordinator of Literacy*
- *Reading/Literacy Coach (revised), requested by Coordinator of Literacy*

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

The Board approved the following items:

- *Administrative Salary Placement Schedule (revised)*
- *Human Resource Procedures Manual (revised)*

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

The Board approved the following administrative appointment as recommended:

- *Christopher Stanley, Assistant Principal, Navarre High, effective March 21, 2022*

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

The Board approved the Santa Rosa Educational Association Tentative Agreement with Santa Rosa County District Schools (pending ratification) as submitted.

K. Curricular and Instructions Recommendation – Michael Thorpe, Assistant Superintendent for Curriculum and Instruction

1. Early Terminations

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

2. Alternative Placements

Board Chairperson Mrs. Wei Ueberschaer asked if anyone would like to speak on behalf of a student who is being considered for alternative placement. The father of Student A22-0351-087 came forward to request that intent be taken into account; this is the student's first disciplinary issue at the school; and the student is involved in extracurricular activities.

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

The recommendation of alternative placement of Student A22-0191-073 for 45 days with educational services provided at High Road Academy was approved.

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

The recommendation of alternative placement of Student A22-0142-085 for 45 days with educational services provided at High Road Academy was approved.

Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.

The recommendation of alternative placement of Student A22-0231-077 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0231-079 for one calendar year with educational services provided at the High Road Academy was approved.

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

The recommendation of alternative placement of Student A22-0231-078 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0103-080 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0182-081 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

The recommendation of alternative placement of Student A22-0182-081 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0182-070 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0351-076 for no less than one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

Motion to Approve was moved by Charles Elliott, Seconded by Carol

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

The recommendation of alternative placement of Student A22-0182-082 for no less than one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0182-084 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.

The recommendation of alternative placement of Student A22-0351-075 for no less than one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0182-069 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0351-071 for no less than one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement of Student A22-0351-087 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.

The recommendation of alternative placement of Student A22-0351-086 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

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

The recommendation of alternative placement for Student A22-0351-072 for one calendar year with educational services provided at the Learning Academy of Santa Rosa was approved.

3. SRCDS English Language Learners Plan 2022

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

4. ARP Grant Applications for ESE Pre-K and K-12

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

5. Private Instructional Provider (Rhodes)

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

6. Santa Rosa County Health Dept. Affiliation Agreement

Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Other by a Vote of 5 - 0.

7. SRC Athletic Coaching Manual

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

8. 2nd Quarter SAC Minutes

This item was submitted for review only.

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

None

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

None

N. Items from Board Members

None

O. Items from Board Attorney

Terry Harmon shared that it's time for our School Board Leasing Corporation meeting to elect officers for 2022. Mr. Harmon stated that this will take place at our regular Board meeting on April 7 and must be properly noticed.

Mr. Harmon also shared the legislative session ends Friday.

P. Items from Superintendent

Dr. Barber read a letter from Chancellor Jacob Oliva naming March as

Arts Education Month.

She also spoke of the thriving arts program we have in Santa Rosa County.

1. Request Board Meeting Date Change

Motion to Approve was moved by Charles Elliott, Seconded by Elizabeth Hewey. Motion Passed by a Vote of 5 - 0.

The Board approved the request to change the June 9 Board meeting to June 16 (same location and time).

2. Executive Session

Dr. Barber stated that at the adjournment of tonight's Board meeting there will be a closed Executive Session.

Q. Adjournment

Motion to Approve was moved by Carol Boston, Seconded by Linda Sanborn. 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 the 8th day of March, 2022.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary