

**MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
April 21, 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, Chairperson, 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 Alliance to the Flag and in a moment of silence.

C. Approval of Minutes

1. School Board Meeting Minutes March 10, 2016

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

2. School Board Meeting Minutes April 14, 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

None

E. Recognitions/Resolutions/Proclamations

None

F. Public Hearing

1. Request to advertise a Public Hearing on the 2016-2017 Code of Student Conduct Revisions/Updates

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

2. Request to advertise a Public Hearing on School Board Policy Updates/Revisions

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

3. Request to advertise a Public Hearing on World Languages Adoption - Latin

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

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 wanted to address the board about an item not on the agenda. There was no response and the 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 Diane Scott, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.

The board approved the following administrative agenda items, H. 1, 2, 3 and 4.

- 1. Human Resource items**
 - a. Human Resource Administrative Agenda**
 - b. Leaves and Out of State Temporary Duty**
 - c. 2015-2016 Annual Inspections**
- 2. Curriculum/Instruction Items**
 - a. Suspensions**
 - b. Student Transfer Requests**
 - c. School Volunteers**
- 3. Financial Items**
 - a. Independent Auditors' Report - June 30, 2015**

Mr. Wyrosdick asked Ms. Susan McCole, Assistant Superintendent for Finance to come forward and give the board a brief update on the Auditor's Report for June 30, 2015. While Ms. McCole was on her way to the podium, the Superintendent mentioned she and her department oversee over 290 million dollars throughout the school district.

Ms. McCole began by sharing with everyone how excited she was about how clean the audit was. A hard copy of the audit was distributed to the board about a week ago and she hopes they have had time to review it. There were no major findings and therefore no major adjustments had to be made. She thanked her accountants for the great job they do.

There are a couple of whole new pieces of the audit that has to be included since we started self-insurance and the State is having us include our pension plan figures. We also had a good clean audit of our schools and their internal funds.

Mrs. Granse asked about the status of the pension plan. Mr. Wyrosdick responded we are now required to add the pension figures into our financial statements even though there isn't anything we can do to change the figures. He also said the pension plan is alright and is currently funded at about 85%. It has been lower and higher than 85% in the past but again we have no control over it.

The Superintendent thanked Ms. McCole for her update.

- b. Budget Amendment #15/16, Bills and Payroll, and Monthly Financial**

Statement for February 2016

4. **Administrative Operational Items**
 - a. **Field Trip Requests**
 - b. **Facility Use Requests**
 - c. **Religious Venue Request - April 2016**
 - d. **Business Partnerships**

Action Agenda

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

1. Surplus 042116

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

2. PESG Quarterly Report 042116

Ms. Kim Woodson, of PESG came forward to give the board a brief update on the status of the substitute program. She thanked the board for giving her the opportunity to speak and to give a brief account of how they are doing. She shared with the board they have hired approximately 700 substitutes including some retired teachers and some who want to work part-time only. They have only had to let 3 go. Every person undergoes a background check and all information is available to the district.

She went on to tell the board that every bookkeeper at each school receives an updated list of substitutes and their certification. Ms. Woodson is willing to conduct training for any teacher or group of teachers who need it and she has attended four of our Principal's meetings and one of our Assistant Principal's meeting to help with training on using the program. PESG has visited all of the schools twice, and conducted three trainings for bookkeepers.

PESG sends absence reports to the Principals each morning and afternoon for daily fill information. Starting next school year, executive administration and the school board will have access to PESG's Adapt Report Database. The report will measure all absences at 7:00 am and is the most accurate snapshot of the absences counting overnight absences and early morning. The report enables access to the list of substitutes and their standing, certification and approval status. The reports provides full disclosure. The current fill rate year to date is 97.3% AESOP.

PESG has become one of the sponsors of the School Related Employee of the Year Awards Banquet. They also selected their first substitute Employee of the Year: Mr. Richard Mack. They held a reception for Mr. Mack at Gulf Breeze High School to honor him.

Ms. Woodson asked if there were any questions. The Superintendent thanked her for her presentation.

3. DAG Architects Agenda Items

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

The board approved the following change order and Phase 2:

Central High School - Gymnasium HVAC Replacement, Convert Existing Weight Room into new Locker Rooms/Toilet/Shower Room Addition/ Relocate Existing Weight Room (to existing boys and girls locker rooms).

Change Order #9

- 1. Water Line Relocation \$1,313.00*
- 2. Reroute Existing Sub Panel Feed: \$1,553.00*
- 3. Concrete Slab Change: \$4,517.00*
- 4. Rework Piping in Mechanical Room: \$2,388.00*
- 5. New Doors: \$2,619.00*
- Total \$12,390.00*

The board approved Phase 2 Central High School Agricultural Lab/Classroom Addition.

Central High School Building Construction Technical Lab/Classroom Addition:

**Agricultural Lab/Classroom Addition*

3477 SF @\$200.00/ \$695,400.00

**Estimated Site work (building) \$50,000.00*

**Estimated Site work (storm water pond expansion) \$60,000.00*

**Total Construction Budget = \$805,400.00*

A/E Fees = \$64,270.00

Total Project Cost ("D" Average Complexity - 7.98%) \$869,670.00

The board reviewed the status of the current Pinder Martin Associates, Inc. construction projects.

4. Pinder Martin Agenda Items

The board reviewed the status of Pinder-Martin Associates, Inc. current construction projects.

Mrs. Boston asked about whether the replacement glass has arrived for the HNMS Kitchen/Cafeteria Expansion. Mr. Martin responded that it has not come in yet, but the school is secure and weather tight.

5. Schmidt Consulting Agenda Items

The board reviewed the status of the current Schmidt construction projects.

6. Direct Purchasing Change Orders

Motion to Approve was moved by Scott Peden, 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.

**Gulf Breeze High School - Chiller Ph. III, A. E. New, Jr., \$163,150.99*

**Gulf Breeze Middle School - Kitchen/Cafeteria, A. E. New, Jr., \$18,661.30*

**Holley Navarre Middle School - Kitchen/Cafeteria, Jack Moore & Company., \$5,470.18*

**Milton High School - Chiller/HVAC Renov. & Bldg. 35 Energy Upgrades*

A. E. New, Jr., \$139,406.70 Chiller/HVAC; \$47,615.20 Bldg. 35 Upgrades

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

1. Human Resource Action Agenda

None

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

1. Early Terminations

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

2. Alternative Placements

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

Mr. Wyrosdick asked the board to table the alternative placement/expulsion for student #A16-0182-79 from the current list of students being recommended for expulsion this morning. It will be brought back to the board at a later date. All other recommendations were approved as submitted.

3. Title X, Part C 2016-2017—Communities of Learning/Homeless Education Program

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

Dr. Scott mentioned it was discouraging to see 1,200 children and youth homeless in our county. Dr. Barber said the number was actually 500 less than last year so we are moving in the right direction.

4. Seminole County Agreement 2016-2017

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

5. Student Records Handbook Revisions 4-14-16

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

6. NEW HQ MIP Component – ESE: SB 1108 Pre-K Organize for a Change

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

7. WIOA Youth 2016-19 Grant Synopsis

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

8. Project Graduation Bus Request - 2016

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

9. High School Semester Exam Schedules - May 2016

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

10. Summer Session for High Schools 2016

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

11. Proposed Course Fees for High School 2016-2017

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

12. Early Head Start/Head Start Monthly Report for February and March 2016-Review Only

The board reviewed the Early Head Start/Head Start Monthly Report for February, 2016.

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

None

M. Items from Board Members

Dr. Scott asked about House Bill 7029 which allows students to transfer to any school in Florida that has capacity. Mr. Wyrosdick shared with the board that Mr. Emerson and the senior staff have been looking at how this will affect the district and what it will mean. He asked Mr. Emerson to come forward and bring the board up to date on how we are handling this bill.

Mr. Emerson stated that he and the senior staff have been reviewing other controlled open enrollment policies around the State. He pointed out that "open" enrollment means parents can transfer their children anytime and to anyplace when they want. "Controlled" open enrollment means you can request a transfer but there are some controls in place by the district. Our current Choice plan is very close to the new bill. We were required to have a plan but were never required to implement it. Since this is a new bill he expects direction from the DOE.

Mr. Emerson said he will work with Mr. Harrell and our FISH report to determine how many student stations we have at every school. He explained that if we allow a school to be at 90% capacity and there are 2,000 student stations, we would close the school to new transfer students when the enrollment reached 1,800. If it is determined there is space at a school, we are allowed to develop a lottery to see who can transfer to that school. We are also allowed to give preference to some students, such as military, employees' children and court ordered transfers. It would not be as open as the current newspaper articles indicate. He also explained we still have to adhere to the Class Size Amendment as well. He expects this bill to have a negative affect on class size and can impact a lot of people. It will be very tricky to juggle the numbers when he estimates the FTE projections next year. We have one year to get the plan ready and implement it before the July 1, 2017 effective date.

The athletics part of the bill has generated a lot of publicity. There is more to it than it appears. Yes, students can request a transfer to the school of their choice, however they will have to adhere to the district controlled open enrollment policy. The Superintendent thanked him for his update on the 7029 bill.

Mrs. Granse mentioned that she was asked to be a "Shark" at the Pace High School "Young Opportunities." She said it was very good, she enjoyed it and it was hard to make up your mind on who would be the winners.

1. 2016-17 Florida School Boards Association Annual Dues

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

The board approved the payment of the 2016-17 Florida School Boards Association Annual Dues in the amount of \$18,042.00.

2. 2016-17 FSBA Legislative Committee Representative

In response to the request from the Florida School Board Association to name a school board member to serve on the 2016-17 FSBA Legislative Committee, Mrs. Granse volunteered to serve in that capacity and Mrs. Boston volunteered to serve as the alternate.

N. Items from Board Attorney

Mr. Green called attention to a letter he wrote the board regarding a student expulsion hearing scheduled for this evening that has since been withdrawn. He asked the board to hang onto the letter for future use as it outlines the procedure they will follow in the future if there is a student expulsion hearing scheduled.

O. Items from Superintendent

Mr. Wyrosdick reminded the board the SREY Banquet is scheduled for tomorrow night and he is looking forward to having a good time and hopes to see them at the event.

The Superintendent apologized to the board for having to bring this next matter up in this manner, however he received a phone call from the Election Office regarding our 1/2 cent tax referendum and needed to bring it up so he could respond to the call. Our 1/2 cent tax referendum is expiring next year. Mr. Wyrosdick explained that we can work out details later, right now they just need to know if the board intends to bring it back up for a county-wide vote or let it expire.

It was the board's consensus that we definitely need to keep it. The 1/2 cent sales tax produces the majority of the funds used to add classrooms, replace kitchens and cafeteria, etc.

Continuing with the sales tax will help us keep our promise made in the original referendum that the board would not increase the tax millage while the sales tax is in effect. Mr. Wyrosdick will inform the election office that the board does intend to put the 1/2 cent sales tax referendum back out to a vote to continue it.

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 21st day of April, 2016 A. D.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent of Schools