

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**July 28, 2016-6:30 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: 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 Liz West led us in the Pledge of Allegiance to the Flag and in a moment of silence.*

**C. Approval of Minutes**

**1. Minutes from July 21, 2016 SB Meeting and Workshop**

*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. Conduct Public Hearing and Approve the 2016-2017 Student Progression Plan**

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

*The Chairman opened the floor for the public hearing and asked if anyone wanted to address the board regarding the 2016-17 Student Progression Plan. There was no response and the public hearing was closed.*

**2. Conduct Public Hearing and Approve SB Policy Update**

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

*The Chairman opened the floor for the public hearing and asked if anyone wanted to address the board regarding School Board Policy Updates as presented. There was no response and the public hearing was closed.*

**3. Conduct First Public Hearing and Approve the Proposed/Tentative 2016-17 Budget**

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

*The Chairman opened the floor for a public hearing and asked if anyone wanted to address the board regarding the 2016-17 Tentative Millage and Budget. There was no response and the*

*public hearing was closed.*

*The Board approved the required Local Effort Millage at 4.6920 Mills.*

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

*The Board approved the Basic Discretionary Operating Millage at 0.7480 Mills.*

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

*The Board approved the Basic Discretionary Capital Millage at 1.4000 Mills (for a total Millage of 6.840 Mills).*

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

*The Board approved a total Operating Budget of \$217,747,862 and a total budget of all budget parts of \$301,688,650 and to hold a final public hearing on the Millage and Budget on September 8, 2016 at 6:30 p.m.*

**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 regarding any item not on the agenda. There was no response 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 Carol Boston, Seconded by Hugh Winkles. Motion Passed by a Vote of 5 - 0.*

*The Board approved the Administrative Agenda Items H. 1. 2. and 3 as submitted.*

- 1. Human Resource items**
  - a. Human Resource Administrative Agenda**
  - b. Leaves and Out of State Temporary Duty**
- 2. Curriculum/Instruction Items**
  - a. Student Transfer Requests**
- 3. Administrative Operational Items**
  - a. Facility Use Requests**

**Action Agenda**

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

**1. Exceed the Limit 072816**

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

**2. RFP 11-01 Telephone Maintenance Renewal 072816**

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

**3. RFB 16-05 Musical Instruments**

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

**4. Transportation Quarterly Report 072816**

*Mr. Donald Merritt, Safety and Training Supervisor with Durham School Services came forward to present the Transportation Quarterly Update.*

*Mr. Merritt shared with the board that he would be reviewing Staffing, Startup, Maintenance, and Safety. He will also answer any questions the board may have.*

*He began with Durham's Driver Staffing. The report the board received in the agenda was as of July 20th, 2016. Mr. Merritt used the most up to date numbers he had. He reported we have 195 routes and 209 drivers ready to go. This represents 108% of what they need. They currently have 32 new drivers in various stages of training.*

*They have scheduled their school year startup meeting for August 9, 2016 for Districts 1,2, and 4 at the Milton High Auditorium beginning at 8:00 a.m. The startup meeting for Districts 3 and 5 will be August 10, 2016 at Navarre High Cafeteria beginning at 8:00 a.m.*

*Mr. Merritt explained their Maintenance Department is 100% staffed and they have been working on the bus air conditioners all summer long. They are ready to go. They also expect to receive 15 new A/V 3 camera systems to install in buses which will cover the front, rear and the stairwell of the buses.*

*Durham continues to stress safety. Mr. Merritt called attention to the graph that showed the gradual decline in accidents from school year 2012-13 to 2015-16. There were 54 bus accidents in 2012-13, 45 accidents in 2013-14, 32 accidents in 2015-16, and last year 2015-16 there were 22 accidents. A 60% reduction in accidents since 2012-13.*

*Mr. Merritt asked if anyone had questions. Dr. Scott asked if Durham is continuing to issue the special license plates (Stating the Driver is Accident-Free) to drivers. He responded by stating they were issuing them because the drivers are proud to display them on their bus.*

*Dr. Scott also asked about how they were able to decrease bus routes from 196 to 195. Mr. Merritt said they were able to consolidated two routes after reviewing the amount of students on a couple of the routes.*

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

**1. Human Resource Action Agenda**

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

*The Board approved the employee disciplinary action as submitted on July 28, 2016.*

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

*The Board approved the Instructional Personnel Evaluation System 2016-17 as submitted.  
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 job descriptions:*

- 1. Academic Intervention Specialist for Middle School Literacy*
- 2. Speech Language Diagnostician*

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

**1. Alternative Placements**

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

**2. SMART Memo of Understanding SRCSD & UOF IFAS**

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

**3. Big Brother Big Sister Memorandum of Understanding**

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

**4. 2016-17 Student Financial Aid**

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

**5. STEAM (Science, Technology, Engineering, Art and Mathematics Initiative 2016-17**

*Motion to Approve was moved by Carol Boston, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

*Dr. Diane Scott abstained from voting on this item due to employment with the University of West Florida.*

**6. SR Title I Student Mentoring and Tutoring Program 2016-17**

*Motion to Approve was moved by Carol Boston, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

*Dr. Diane Scott abstained from voting on this item due to employment with the University of West Florida.*

**7. Educational Management Consultant Services Contract**

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

**8. STEAM II Contract**

*Motion to Approve was moved by Carol Boston, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

*Dr. Diane Scott abstained from voting on this item due to employment with the University of West Florida.*

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

*None*

**M. Items from Board Members**

*None*

**N. Items from Board Attorney**

*Mr. Green shared with the board that he has heard from the seller's attorney on the "Food World" property. They are making contact with the property owner and K-Mart to work out some objections we have with the title. He expects the closing to take place as scheduled, however the resolution the board passed at an earlier board meeting gives the Superintendent the authority to extend the closing if it becomes necessary. Mr. Green said things look encouraging at this point.*

**O. Items from Superintendent**

**1. 2016-17 Florida School Labor Relations Service Membership Dues**

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

*The board approved the 2016-17 Florida School Labor Relations Service Membership – Option 2 \$2,900.00.*

**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 July 28, 2016 A.D.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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CHAIRMAN

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Superintendent and Secretary