

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
September 8, 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, Mrs. Carol Boston, and Mr. Hugh Winkles. Dr. Diane Scott was unable to attend as she was out of town. Also present was Timothy S. Wyrosdick, Superintendent of Schools and Secretary and Paul R. Green, Board Attorney.

B. Pledge of Allegiance

The Chairman called the meeting to order and Dr. Karen Barber lead us in the Pledge of Allegiance to the Flag and in a moment of silence.

C. Approval of Minutes

1. Minutes from August 18, 2016 SB Meeting

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

D. Oral Written Communications

1.Remote Area Medical Event - Dec. 3rd & 4th, 2016 - Katrina Snider

Superintendent Wyrosdick stated that he is pleased to bring to the Board information about a remote area medical event that will take place on the campus of Milton High School on December 3-4, 2016. This is a community outreach sponsored by a third party and will include vision, dental, and general medical care as well as free or reduced follow-up care.

E. Recognitions/Resolutions/Proclamations

Mr. Hugh Winkles expressed congratulations to Mr. Buddy Hinote on his election to the School Board. Mr. Hinote was recently elected to fill the School Board seat that Mr. Winkles will be leaving in November.

F. Public Hearing

1.Conduct Final Public Hearing on 2016-17 Budget

Chairperson Mrs. Jennifer Granse opened the public hearing and asked if there was anyone who would like to address the Board regarding the 2016-17 Budget and Millage. Rhonda Chavers, President of Santa Rosa Professional Educators, came forward to the podium. Ms. Chavers began by expressing appreciation for the transparency that the school district provides in the budget process; most budgetary items can be found online. Ms. Chavers stated that as she has reviewed the budget she noted that the number of teachers projected each year has increased. In 2011 (the year we moved away from the seven-period day and went to a six-period day) we had 26,644 students (using unweighted FTE) and hired 1,784 teachers.

She stated that the six-period day has been a hardship on everyone; district leaders have stated that they want to move back to a seven-period day. In the 2016-17 projected budget we have 1,922 teachers to be hired which is a difference of 140 teachers from 2011.

The District has done well to minimize class size reduction penalties; property tax values have increased by 6.35%. Ms. Chavers stated that projected Financial Condition Ratio is over 7% this year. The half-cent sales tax (expiring in 2017) will generate 6.8 million dollars. Last year Don Gaetz spoke to the Board about our financial conditions improving - said the future looks promising. Senate Bill 736 has been a hardship (implementing performance pay/rewriting the evaluation document). Going back to 2011 and the required 3% employee FRS contribution, we were able to do that by decreasing teachers and going to the six-period day. If we are looking at 1,784 hired in 2011 and 1,922 hired this year we need to look at our priorities. Ms. Chavers stated that this administration had stated that we need to find a way to go back to a seven-period day. As a former guidance counselor, Ms. Chavers said this needs to be done before you complete the master schedule. She would like to see a committee put in place to begin working on this issue; study what Don Gaetz did in Okaloosa County - all teachers in that district call roll. If we're hiring 140 additional teachers we need to evaluate the staffing plan to be sure that we're hiring essential people. Ms. Chavers closed by stating that she would like to see a committee in place to become proactive and work together to study how we can put the seven-period day back in place.

Marie Bodi chose not to address the Board but to defer to David Godwin.

David Godwin came forward to address the Board regarding the budget. Mr. Godwin reiterated that the transparency is good; information is easy to find. He stated that he was looking at the district local capital improvement tax and noted that 1.4 mills was levied; Mr. Godwin went on to reference Florida Statute "school boards may levy up to 1.5 mills as prescribed in Section 1011.7 and may share that portion of the levy with charter schools for expenditures identified in Section 1013.62." He suggested that this could be raised by .1 mills. Property value in the school district is about 9.5 billion dollars; .1 mills would be over \$900,000. Mr. Godwin stated that he doesn't understand why the school district is not maximizing it's revenue.

Board member Mr. Hugh Winkles asked if he could explain and responded that when the half-cent sales tax was first proposed for capital outlay, the Board promised that if that referendum passed, they would leave the capital millage where it was at. Mr. Winkles stated that the promise was made as a Board and he would keep that promise as long as he is on the Board. Mr. Winkles went on to state that the referendum comes up again in 2018. It will be up to the Board at that time if they choose to not make that promise or remove that language; but that is the reason the mills have remained at 1.4.

Mr. Godwin asked when the half-cent sales tax took place; Mr. Winkles referred the question to Mr. Paul Green, School Board Attorney. This happened many years ago during the tenure of Superintendent Russell. Mr. Godwin asked if this was a promise made to the residents of Santa Rosa County and Mr. Winkles confirmed that it was - if the voters would pass the half-cent sales tax the Board would hold fast on capital outlay tax.

Rachel Hughes had completed the registration form to address the Board but declined to speak.

Board Chairperson Mrs. Granse asked if there was anyone else who would like to speak and no one responded.

Motion to Approve was moved by Scott Peden, Seconded by Hugh Winkles. Motion Passed by a Vote of 4 - 0.

1. Resolution 10-03; Approve Required Local Effort Millage at a total of 4.6920 mills and raising \$42,642,245.00.

Motion to Approve was moved by Hugh Winkles, Seconded by Carol Boston. Motion Passed by

a Vote of 4 - 0.

2. Resolution 10-03; Approve discretionary Millage of .7480 mills raising \$6,798,039.00.

Motion to Approve was moved by Hugh Winkles, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.

3. Resolution 10-03; Approve Capital Outlay Millage at 1.4000 Mills raising \$12,723,603.00 (for a total of 6.840 Mills).

Motion to Approve was moved by Hugh Winkles, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

Recommend approval of Resolution 10-04 adopting the final Budget for Fiscal Year 2016-17.

1. Approve a total Operating Budget of \$218,844,748.72 and a total budget of all budget parts of \$303,962,880.72.

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 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 Scott Peden. Motion Passed by a

Vote of 4 - 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. Suspensions**
 - b. Student Reassignment Requests**
 - c. Business Partners**
 - d. School Volunteers**
- 3. Administrative Operational Items**
 - a. Field Trip Requests**
 - b. Facility Use Requests**
 - c. Religious Venue Request**

Action Agenda

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

1. DAG Architects Agenda Items

DAG Architects had no change orders or final construction payments for this meeting. Central High agricultural lab is under way. Two action items were presented.

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

1. Requested Phase 3 review/approval for Sims Middle School kitchen renovation and to advertise for bids.

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

2. Locklin Tech automotive - request Phase 3 approval to advertise for bids.

2. Pinder Martin Agenda Items

Mike Martin with Pinder Martin came forward to give a project status update. Gulf Breeze Middle cafeteria is in use as well as Holley Navarre Middle cafeteria. Milton High School was completed in the 65 days allotted.

Superintendent Wyrosdick commended the group who worked on the Milton High cafeteria; it really came together.

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 Carol Boston. Motion Passed by
a Vote of 4 - 0.*

The Board approved the following administrative reassignments as submitted:

Daniel Balsavich, Assistant Principal, from Dixon Primary to Dixon Intermediate; Martha Gough, Assistant Principal, from Dixon Intermediate to Central School; Dustin Gray, Assistant Principal, from Central School to Pace High; all effective September 9, 2016.

Motion to Approve was moved by Scott Peden, Seconded by Hugh Winkles. Motion Passed by a Vote of 4 - 0.

The Board approved the Best and Brightest Scholarship memo outlining qualification criteria as submitted. Superintendent Wyrosdick thanked Mrs. Liz West for her work on this and spoke about how the definition of instructional personnel has been expanded to include deans and teachers on special assignment as they are deserving of this recognition. There is one caveat included that the funding continues and it's not passed on to a local referendum.

Motion to Approve was moved by Hugh Winkles, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

The Board approved the administrative appointment of Ms. Deanna Blalock as Assistant Principal of S.S. Dixon Primary School, effective September 9, 2016.

Ms. Blalock came forward and expressed appreciation to Superintendent Wyrosdick and the Board for placing their trust in her; she also thanked Ms. Nancy Haupt, Principal of Dixon Primary, and Mrs. Liz West, Director of Human Resources.

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 Scott Peden. Motion Passed by a Vote of 4 - 0.

2. Embry Riddle Aeronautical University Articulation Agreement 2016-2017

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

3. High School Athletic Schedules 2016-2017

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

4. Master Inservice Plan/Professional Development System

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

Superintendent Wyrosdick spoke about how excited he is that the Professional Development Center staff has put together a plan that really meets our needs; kudos to those who worked on it.

5. Parent Involvement Plan 2016-2017

Motion to Approve was moved by Hugh Winkles, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.

6. SRAS/PSC Letter of Agreement

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

7. 2016-2018 Santa Rosa County School Health Services Plan

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

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

1. Financial Statement/Cost Report

Motion to Approve was moved by Hugh Winkles, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.

Assistant Superintendent for Finance Ms. Susan McCole came forward to briefly discuss the financial statement; approval of the financial statement is required prior to submission to DOE. Most information included in the financial statement is seen throughout the year in monthly financial statements - revenues and expenses. Ms. McCole also discusses these items when presenting the original budget (fund balance). The main thing Ms. McCole wanted to point out is that total revenues for general fund were \$197 million; expenses were \$195 million; \$2.3 million was transferred to self-insurance; \$308,000 went to the ROTC program out of general fund. We received transfers in of \$4.2 million from capital.

The exhibits show expenses and revenues and various fund balances. ESE 145 goes over MD

and A and shows statement of cash flows; shows where component units (Capstone, Learning Academy) are added in to those statements. The notes go in to detail on our assets, liabilities, and payments on bonds from COPS.

The financial statement will be submitted to DOE on Monday and posted on the web next Monday or Tuesday. We experienced an increase in the general fund balance of \$3.5 million last year. Several things impacting the change were an increase in state funding, a big decrease in fuel expense, electricity expense went down, reimbursement from Food Service for the kitchen area of each school, unfilled positions, and \$1.6 million revenue from the BP lawsuit. All of these added up to an increase in general fund balance. Actual revenues were in line with the final budgeted revenues; actual expenditures are different from final budgeted amounts - actual expenditures are \$7.7 M less than final budgeted amounts. Ms. McCole explained that the majority of this amount is from three items - \$4.3 million is for restricted/committed funds that cannot be touched (state projects); \$2.6 of the \$7.7 million is for budgeted transfers to self insurance and the ROTC program, and \$373,000 of the \$7.7 million is unexpended budgeted amount from Community Schools. There are not a lot of changes.

Cost report PC34 breaks down expenses by program number splitting it between general fund and special revenue fund including summary pages for the whole district and by school. This will also be submitted to DOE and will appear on our website by the beginning of next week. Capital report is also part of the cost report and breaks down cost by percentage of revenue for the district and by program for total district and by school.

Superintendent Wyrosdick recommended approval of the cost report for 2015-16 to include ESE 145 and ESE 348.

The Superintendent spoke about the long hours that Ms. McCole and her staff worked to complete this report. The information needed from the state is delayed; the report is complex and not easy; kudos to them for a job well done.

M. Items from Board Members

1. 2016-17 Salaries of School Board Members

Motion to Approve was moved by Carol Boston, Seconded by Hugh Winkles. Motion Passed by a Vote of 4 - 0.

Superintendent Wyrosdick presented information showing the current Board member salary as well as what is set by the state and requested the Board to entertain where to set Board member salary.

Board member Mr. Hugh Winkles recommended that the Board members' salary remain the same as it has been for several years - \$32,450. All School Board members concurred.

N. Items from Board Attorney

School Board Attorney Mr. Paul Green gave an update on the Food World property; tentative closing is scheduled for September 21. The one remaining item is endorsement from the title insurance company; he's been given assurance that it will come but can't authorize closing until he has seen the endorsement.

Board member Mrs. Jenny Granse asked how soon after closing the building will be turned into offices.

Assistant Superintendent Joey Harrell responded that the architectural planning is beginning and once complete will begin meetings with district staff and those who will be impacted by the move. They will have more than one scenario to bring to the School Board.

O. Items from Superintendent

1.Executive Session

Superintendent Wyrosdick reminded the Board that we need to stay for an executive session at the conclusion of the Board meeting.

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 8th day of September, 2016 A. D.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent of Schools