

**MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
September 7, 2017-6:30 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. Scott Peden, Chairman, Mrs. Carol Boston, Mr. Buddy Hinote, and Mrs. Jennifer Granse. Vice-Chairperson Dr. Diane Scott was unable to attend due to illness. 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 Superintendent Wyrosdick lead us in the Pledge of Allegiance to the Flag and in a moment of silence.

C. Approval of Minutes

1. Approval of Special Board Meeting Minutes of August 10, 2017

Motion to Approve was moved by Clifton Hinote, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.

2. Approval of School Board Meeting Minutes of August 17, 2017

Motion to Approve was moved by Clifton Hinote, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.

D. Oral Written Communications

1. LTC Council on Occupational Education Self-Study

Superintendent Wyrosdick spoke of the informational letter submitted by Charlin Knight on behalf of Maria LaDouceur, Principal of Locklin Technical Center. Locklin has completed a self-study in preparation for reaffirmation of accreditation by the Council on Occupational Education. There will be much going on during the re-accreditation process and we look forward to a good report from the COE team.

E. Recognitions/Resolutions/Proclamations

1. 2016-2017 National History Fair Recognition

Clark Youngblood, Social Studies Coordinator, came forward to present

plaques/certificates to Santa Rosa School District participants in the 2016-2017 National History Fair Competition held June 13-15, 2017 in College Park, Maryland. Mr. Youngblood reviewed the process - the top two winners of the district wide competition (including five categories) moved on to the state-wide competition in Tallahassee. Students who placed first or second in one of the five categories in Tallahassee (including 1,143 students from 32 counties around the state) then traveled to College Park Maryland for the National Competition (with 3,000 students competing from around the world). There were 61 students competing from Florida and three of them were from Santa Rosa.

Mallory Bramel, a 2017 graduate of Milton High School, won at the district level, the state level, and competed at the national competition with a project entitled, "Mass Graves for the MIsbehaved." The project dealt with the Marianna Boys School and Mallory made several trips to conduct interviews for this extremely impactful project. Since Mallory was unable to attend tonight's meeting (she is a student at University of Florida), Sarah Chism, Mallory's Social Studies teacher at Milton High, accepted the award on her behalf.

Grace Mims of Gulf Breeze Middle School was a first-place winner at the district and state levels and received an Honorable Mention at the national competition. The subject of her project was Rachel Carson, an environmentalist who took a stand against the use of DDT.

Max Mateer of Gulf Breeze Middle School was a winner at the district, state, and national levels with a project titled "Two Goats On a Bridge and a Torpedo Undemeath." It included a performance of an interview with a Soviet sub commander during the Cuban Missile Crisis. Max was able to interview the son of Nikita Krushchev to gather information about his perspective.

Mr. Youngblood expressed appreciation to Grace Freeman, Social Studies teacher at Gulf Breeze Middle School, and Sarah Chism, Social Studies teacher at Milton High School, for their hard work and dedication in teaching these students.

Superintendent Wyrosdick congratulated the students on their achievement; it's related to the guidance and tutelage provided by their teachers.

Board member Mrs. Carol Boston thanked Mr. Youngblood for asking her to judge the district competition and also expressed appreciation to Ms. Freeman.

F. Public Hearing

1. Conduct Final Public Hearing on 2017-18 Budget

Chairman Scott Peden opened the public hearing and asked if anyone would like to address the Board regarding the 2017-18 Budget and Millage; no one came forward.

Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.

1. Resolution 10-03: approve Required Local Effort Millage at a total of 4.4350 Mills and raising \$41,985,284.00.

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

2. Resolution 10-03; approve Discretionary Millage at .7480 Mills raising \$7,081,171.00.

Motion to Approve was moved by Clifton Hinote, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.

3. Resolution 10-03; approve Capital Outlay Millage at 1.4000 Mills raising \$13,253,528.00 (for a total Millage of 6.583 Mills).

Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.

Recommend approval of Resolution 10-04 adopting the Final Budget for Fiscal Year 2017-2018.

1. Approve a total Operating Budget of \$237,085,189.96 and a total budget of all parts of \$342,857,613.11.

2. Financial Statement

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

Superintendent Wyrosdick asked Susan McCole, Assistant Superintendent for Finance, to come forward and clarify as well as provide highlights of the Financial Statement.

Ms. McCole pointed out that the final numbers were received from the State on Friday, September 1. She thanked Kathy Strickland and Marilyn Brown for their hard work including many late nights and weekends.

Ms. McCole reviewed the General School Fund Balance and shared a chart showing years 2013-14 through 2016-17 with fund balances and talked about the items included in each of the funds shown. (For example, the Restricted includes categoricals from the State, textbooks, data money, etc. which can only be spent on designated items.) The total fund balance has increased. Ms. McCole pointed out that in the final budget the projected FCR for June 30, 2018 was 7.97%. This FCR is

based on a certain number of FTE; at this point we are 150-200 FTE lower than projection. If our FTE does not increase by the October count, we will lose between \$1.0 and \$1.4 million in funding. Superintendent Wyrosdick pointed out that we are watching enrollment closely; numbers this afternoon show that we are 156 under projection. We grew by 41 students this week which is typical as compared to last year. If we remain 156 under projection on FTE, the impact will be \$1.1 million. We are also waiting on health insurance renewal increases; this could range from \$1.5 to \$1.9 million.

The next slide showed revenue by source. Local revenue 32.04% (mainly property taxes) and State Revenue 58.37% which is the majority of our funding. Largest State source is FEFP funding (which includes categorical and restricted projects). We experienced increases in State revenues totaling \$7.9 million mainly due to an increase in funding for FEFP, Class Size Reduction, Discretionary Lottery, and Workforce Development.

Local revenue went down by \$5.2 million primarily due to a reduction in local property taxes and because last year we received dollars from the BP lawsuit which we won't receive this year.

Our total fund balance increased by \$5,185,082 during the fiscal year. A lot of this increase was due to the \$3.6 million increase in the Restricted and State categorical projects.

Ms. McCole shared information on COPS (Certificates of Participation) balances since this is a frequent question. We currently owe \$30,590,000 on Certificates of Participation with annual payments between \$2 and \$3 million.

Another item of importance is claims payments; last year we paid out \$14.2 million in insurance claims.

The next slide showed the Schedule of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual General Fund for the fiscal year ending June 30, 2017. The variance with final budget shows \$10,535,646.71. The balance is not just assigned and unassigned. The number includes restricted, and committed balances. The balance is not available money. You have to know what makes up the balance.

Transfers out have to be taken in to account. \$3.3 million of transfers out are included in appropriations on the budget sheet. On the budget to actual sheet, the \$3.3 million is shown as a transfer out.

On the last page under "General Fund Budgetary Highlights" Ms. McCole pointed out that the actual ending fund balance exceeded the estimated fund balance contained in the final amended budget by \$10,870,203. This is primarily due to the encumbrances and appropriations from the Restricted/Categorical projects and School Based budget balances folding back into fund balance at year-end. When we receive State funding, we have to appropriate it to specific funds such as Categoricals and Restricted. At the end of the fiscal year, unused funds must be folded back to fund balance which makes fund balance look high. Once the new fiscal year opens, these funds are

appropriated back to the Restricted/Categorical/Committed projects that they came from.

Ms. McCole asked if there were any questions. Mrs. Granse had a question regarding fund balance; Ms. McCole responded that is 7.9% at this time; it was 8.6% on June 30 but that was due to funding folding back in to the budget. At year end, encumbrances have to be folded back to the fund balance; after July 1 encumbrances are taken out of fund balance and transferred back to the project/budget they came from. Mrs. Granse asked about the number we are under projection; at this time it is 156.

Bill Emerson, Assistant Superintendent for Curriculum and Instruction, shared that last year we had projected growth of 300 FTE and ended up with 1,000; this year we projected 700 and have 500. Our current elementary enrollment is less than it was at the end of last school year which is unusual.

Ms. McCole pointed out that the State based their estimate on funding they will give us on projections we submitted to them; so if we don't reach our projected enrollment we will not receive as much funding from the State. Mr. Peden asked what the effect on the FCR might be and Ms. McCole responded that each percentage point is approximately \$1.9 million; if the FTE shortage results in a funding reduction of \$1.4 million, the FCR may be reduced by .75 - .80 percent.

Superintendent Wyrosdick emphasized that it's important to understand within the budget what funds are assigned, unassigned, what a categorical is, what can and cannot be spent. He thanked Ms. McCole and her staff for their hard work over the last months in preparing the budget information.

Mrs. Boston expressed appreciation to Ms. McCole for her patience in helping her to understand the budget.

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

School Board Chairman Scott Peden reviewed the process for the Public Forum. Mr. Peden pointed out that each speaker would be allowed approximately five minutes to address the Board. Mr. Peden called on the following people who indicated they wanted to address the Board.

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

- 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.

Celene Sessions, teacher at Pace High, came forward to address the Board regarding her concerns over the recent vote for employee raises

and retroactivity. Ms. Sessions stated that during her twenty-three years with Santa Rosa School District she has been a teacher, coach, club sponsor, State Student Council Advisor of the Year, Pace High Teacher of the Year, placed in the top five for Santa Rosa Teacher of the Year, and National Board Certified Teacher. She feels that she has served the district well; this is her home, where her children attend school, and she wants what is best for our county. She stated that something is not right and asked the Board to take action. Ms. Sessions shared her concern about a recent social media post and also reviewed a news article quoting the Superintendent regarding the Special Magistrate hearing. She spoke of the demands that teachers have placed on them now as compared to years past. Ms. Sessions feels that it's important to compensate teachers well since students need the best teachers possible; they must be well paid in order to retain them. She stated that over the last five years Santa Rosa has received larger FTE increases than Okaloosa and Escambia; but while their average teacher salary has increased ours has decreased. Ms. Sessions asked the Board to reconsider the "Seven Period Day Resolution" that was approved at the January 17, 2017 Board meeting; bring the issue back as unresolved and use this money for teacher salaries.

David Godwin, teacher at Pace High, came forward next to address the Board regarding teacher salaries. Mr. Godwin handed out to the Board a comparison of teacher salaries for a five year period (2011-2016). Mr. Godwin stated that the average Santa Rosa teacher salary in 2011-12 was \$45,160; in 2015-16 the average salary was \$44,964; a decrease of \$196 (.43%). Mr. Godwin continued that the comparison with neighboring counties and the State shows the average teacher salary in Escambia increased by \$3,182 (7.58%) over that same five-year period. Mr. Godwin continued by sharing the same comparison for Okaloosa County and the state average; he questions why these averages have increased while the Santa Rosa average has gone down. Mr. Godwin shared information that was presented to the Special Magistrate showing FTE funding history over the last five years for neighboring counties as well as the State average; according to this chart Santa Rosa received a higher funding increase (over that period) than our neighboring counties. Mr. Godwin concluded by challenging the Board or Finance to find any misinformation on the documents presented.

Superintendent Wyrosdick requested a break to have a brief meeting with the Assistant Superintendents. When the Board meeting reconvened, the Superintendent announced that by order of the Governor, all schools K-12, colleges and universities, will be closed on Friday, September 8, 2017. (This is due to Hurricane Irma.)

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 Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.

Board approved all Administrative Agenda items H. 1, 2, 3 as submitted below.

- 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**
- 3. Administrative Operational Items**
 - a. Field Trip Requests**
 - b. Facility Use Requests**
 - c. Religious Venue Requests**

Action Agenda

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

1. Request Facility Names Committee Be Convened

Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.

Superintendent Wyrosdick stated that there has been a request to convene the Facility Names Committee (per School Board Policy 8.55+).

Mr. Roy Roberts came to address the board regarding renaming the Pace High School stadium. Mr. Roberts' brother, Billy Roberts, passed away this year but served as announcer for all Pace High varsity football games for 29 years. This was a volunteer position; Mr. Billy Roberts was faithful in his service and dedicated his life to sports and teaching kids hard work and sportsmanship. Mr. Roy Roberts respectfully requested the Committee be convened and consider renaming the stadium the "Billy Roberts Stadium."

Superintendent Wyrosdick noted that he knew Mr. Billy Roberts well and requested that the Facility Names Committee be convened.

2. Exceed the Limit 090717

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

3. Surplus 090717

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

4. Property Control Annual Deletions 090717

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

5. Property Control Missing-Found Assets 090717

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

6. Property Control Inventory Audits 090717

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

7. DAG Architects Agenda Items

The Board reviewed the status of current DAG Architects construction projects.

8. Jehle-Halstead Agenda Items

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

The Board approved Change Order #1 deduct of \$57,800.34 and final contractor's payment of \$35,699.66 (Locklin Tech and T. R. Jackson pavement and drainage improvements).

The Board reviewed the status of current Jehle-Halstead construction projects.

9. Schmidt Consulting Agenda Items

Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.

Mr. Joe Schmidt requested approval of Phase III design for Milton High School HVAC Renovation Phase B.

The Board then reviewed current Schmidt Consulting construction projects.

10. King Middle HVAC Renovation-MEP Selection Committee

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

Joey Harrell, Assistant Superintendent for Administrative Services, requested approval of Schmidt Consultant Group to provide engineering services for King Middle HVAC Renovation since they ranked as the top firm per the legal advertisement.

The review committee included Darren Brock, Principal of King Middle; Joe Gillman, Energy Management Technician; Ricky Grimes, Maintenance Foreman; Richard Laing, Supervisor of Building Maintenance; Rufus Phillips, Maintenance Foreman II; and Mr. Harrell.

11. Direct Purchasing Change Orders

Motion to Approve was moved by Clifton Hinote, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 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.

- Chumuckla Elementary
Larry Hall Construction
10,075.13*
- Sims Middle - Resource Rm Addition/Kitchen
Expansion/Renovation
Hewes & Company
\$35,312.17*

12. Growth Management-Renewal

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

Mr. Joey Harrell pointed out that this is renewal of the contract we've had in place for three years with Mr. Gene Boles, Building Livable Communities, Inc., to provide professional assistance to develop tools and resources to meet school capacity needs while supporting economic growth of Santa Rosa County. Mr. Harrell pointed out that when possible the funds for this contract are taken from the capital outlay budget and not from the operating budget.

Mr. Harrell continued that the scope of Mr. Boles' services has shifted to

include a standardized approach to school capacity management with site reviews to provide good data to the Board of County Commissioners and the community.

Superintendent Wyrosdick noted that this has been a powerful tool for us and he appreciates that the contract is written "not to exceed" \$40,000.

At this time, Superintendent Wyrosdick announced that the Governor has ordered all schools closed on Monday, September 11 (in addition to Friday, September 8; due to Hurricane Irma).

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

1. Action Agenda

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

The Board approved the administrative appointment of Mr. Patrick Keen, as Assistant Principal of Gulf Breeze High, effective September 8, 2017.

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 Clifton Hinote. Motion Passed by a Vote of 4 - 0.

The Chairman asked if anyone wanted to address the Board regarding any of the alternative placements, there was no response.

2. SRO Financial Agreement with SRC Sheriff's Dept

Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.

3. Athletic Schedules - Fall 2017-18

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

4. Pregnancy Resource Center Agreement

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

The Pregnancy Resource Center Agreement was approved as submitted.

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

None

M. Items from Board Members

None

N. Items from Board Attorney

None

O. Items from Superintendent

1. 2018 Legislative Issues

*Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.
Superintendent Wyrosdick requested the Board adopt the 2018 Legislative Platform as we begin working with our legislative delegation.*

Mrs. Granse stated that she has already sent this information to Florida School Boards Association.

Mr. Hinote asked if there was anything the Board could do to help (with the unexpected school closures over the next two days). Superintendent Wyrosdick responded that communication with parents will be very important; we will do a call out this evening as well as other forms of communication.

Superintendent Wyrosdick asked the Board members to stay after the regular Board meeting for an executive session.

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 7th day of September, 2017.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary