

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**September 26, 2017-9:00 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: Mr. Scott Peden, Chairman, Dr. Diane Scott, Vice-Chairman, Mrs. Carol Boston, Mr. Buddy Hinote, and Mrs. Jennifer Granse. 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 Mr. Bill Emerson lead us in the Pledge of Allegiance to the Flag and in a moment of silence.*

**C. Approval of Minutes**

**1. Approval of School Board Meeting Minutes of September 7, 2017**

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

**D. Oral Written Communications**

*None*

**E. Recognitions/Resolutions/Proclamations**

**1. Kids Tag Art Program**

*Superintendent Wyrosdick introduced Tax Collector Stan Nichols. Mr. Nichols came forward to talk about the Kids' Tag Art Program, which is in its fifth year in Santa Rosa County. Mr. Nichols shared a brief history of the program. Every fifth grader designs art work which parents have the opportunity to purchase (as a souvenir tag); this money goes back to our art teachers. This year every school received over \$500 from the Tag Art program. Mr. Nichols explained that in years past he has given the money in one distribution annually but he has started sending it over as it's collected. This year the Tag Art program raised around \$10,000; the total collected since the beginning (2013) is over \$46,000. Mr. Nichols expressed appreciation to Toni New for her help in coordinating/organizing with art teachers; and also Lynn Green for her assistance in keeping track of expenses. None of this would be possible without sponsors including Gibson and Jarvis Law Firm and*

*Sandy and Bubba's Milton Chevrolet – as well as many other contributors.*

*Superintendent Wyrosdick applauded Mr. Nichols for giving back to the school district; these dollars support many programs including STEAM initiatives.*

## **F. Public Hearing**

### **1. Request to Advertise Public Hearing on School Board Policy**

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

*The Board approved the request to advertise for a public hearing on School Board Policy updates to be held at the regular School Board meeting on November 9, 2017, 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 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 Jenny Granse. Motion Passed by a Vote of 5 - 0.*

*The Board approved agenda items H. 1, 2, and 3 as submitted.*

#### **1. Human Resource items**

##### **a. Administrative Agenda**

##### **b. Leaves and Out of State Temporary Duty**

##### **c. 2017-2018 Annual Inspections**

#### **2. Curriculum/Instruction Items**

##### **a. Suspensions**

##### **b. Student Transfer Requests**

##### **c. School Volunteers**

- d. **Business Partners**
- 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. Exceed the Limit 092617**

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

##### **2. Surplus 092617**

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

##### **3. Food Service Quarterly Report 092617**

*Leslie Bell, Nutrition Director with Sodexo, came forward to present the Food Service quarterly report. Ms. Bell shared that the Summer Food Program didn't have as much participation as last year - it's possible that the rainy weather may have been a factor. There were nine days in June the mobile units did not go out due to inclement weather.*

*Ms. Bell continued that over the summer all elementary school cafeterias were revamped with a clubhouse theme; this was actually created by children with the purpose of getting more kids engaged. She shared "before" and "after" photos of elementary schools with the new decor.*

*Sodexo is also adding new digital display menu boards; this is a "split screen" that offers the option of having site specific current event information/photos on one side of the screen. Other perks being added are an app which will allow teachers, students, and parents to track carbs and calories; and analytical data provided on student/parent feedback.*

*Ms. Bell shared that Sodexho had over 3900 employees affected by Hurricane Harvey in the Houston area; locally Sodexho collected over \$500 to help those employees.*

*She stated that National School Lunch Week is coming up the week of October 9 with special activities to celebrate what we do locally; Board members will be invited to join in and celebrate at school sites.*

*Board members commented on the great job Leslie Bell and Sodexho do for our district. There were several staff members with Ms. Bell that she introduced including Heather Hoyt, Secretary; Tracy Cooper, Dietician; Bill McMahon, Senior Operations Manager and Chef; Stevie Thomas, Middle Schools Manager; Wade Hall, Area Supervisor and Chef; Kimberly Cole, Area Supervisor and Chef; and Kevin Niemann, District Manager for the Southeast Region.*

*Dr. Diane Scott thanked Leslie for the recent "Expectations" meeting; Ms. Bell responded that this meeting was very important to Sodexho - the feedback is appreciated.*

#### **4. DAG Architects Agenda Items**

*Motion to Approve was moved by Diane Scott, Seconded by Clifton Hinote. Motion Passed by a Vote of 5 - 0. The Board approved Phase I - Milton High and King Middle energy upgrades.*

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

*Assistant Superintendent for Administrative Services Joey Harrell clarified that this project has different sides - the architectural and chiller portions will be submitted to the Board at different times.*

#### **5. Prequalified Contractors**

*Motion to Approve was moved by Carol Boston, Seconded by Jenny Granse. Motion Passed by a Vote of 5 - 0. The Board approved Joy Gordon Construction, LLC and Prime Mechanical, Inc. as Certified Educational Facility Contractors.*

#### **6. 2017-2018 Work Plan**

*Motion to Approve was moved by Jenny Granse, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0. The Board approved the 2017-2018 District Five-Year Work Plan. Assistant Superintendent for Administrative Services Joey Harrell explained that statutorily the plan must be updated each year; it runs in conjunction with the five-year facility survey. Each year as the five-year work plan updates, COFTE (Capital Outlay Full Time Equivalent)*

*increases go into the work plan. This plan shows an increase of approximately 1,800 students from the five-year facility survey; we are starting to see the gap closing in student stations which is a positive thing.*

*Superintendent Wyrosdick shared that the five-year facility plan is in the final stages of approval; we expect a decision very soon.*

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

**1. Action Agenda**

*Motion to Approve was moved by Diane Scott, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0. The Board approved the Best and Brightest Scholarship Program as presented.*

*Superintendent Wyrosdick pointed out that this is not a Santa Rosa County program; it's sponsored by the legislature with very specific rules. The District gives great flexibility within the parameters prescribed by law. The Superintendent expressed appreciation to Mrs. West and Mrs. Carnley for developing the plan.*

*Dr. Scott asked a question about a lawsuit within the State related to a teacher who can't access the test (one of the requirements to receive the scholarship award) and if we have similar concerns within our District. Mrs. West responded that we may have one or two a year (who are unable to access their ACT results).*

**2. Health and Benefits Renewal 2018**

*Motion to Approve was moved by Jenny Granse, Seconded by Diane Scott. Motion Passed by a Vote of 5 - 0. Pam Smith, Coordinator of Risk Management and Benefits, came up to provide information on Health and Benefits Renewal for 2018. Ms. Smith talked about the renewal process and expressed appreciation to the insurance committee, sub-committees, Mike Carraway and Karen Lindbergh with Fisher Brown Bottrell for their work behind the scenes in preparing the information presented today. Ms. Smith introduced Kevin Godfrey with Godfrey Downs who came forward to provide renewal information.*

*Mr. Downs began with an update of our current experience; this is our third year of being self funded. Last year we broke even; we did not have money to put aside. This year we are doing slightly better compared to last year at this time. He continued that our current stop loss is \$150,000 but we start tracking claims at \$75,000. Last year we had twenty-five individuals who had claims over \$75,000; this year we're at eleven. We are in a better position this year since large claims drive our overall cost.*

Mr. Downs reviewed a chart showing 2017 calendar year monthly costs including actual costs, expected claims liability, and maximum liability. Because of our history we are not funding at maximum liability. Through July we were running at 79% loss ratio; Mr. Downs reviewed August claims within the last few days and we were at 100% for the month of August but this only brought us to 82% year to date. This is typical for the month of August since we use more benefits in the summer and there can be a claims lag.

Mr. Downs then provided information on loss ratio calculation which showed our expected claims liability and maximum claims liability and continued with information for the upcoming year.

Our fixed costs (listed by employee plan choice) will increase by 5.13% with Blue Cross Blue Shield (our incumbent). Our stop loss premium renewal if we stay with BCBS will increase by 4.87%; but if we move to Gerber it will increase by 4.39%. The largest portion is variable costs which they ask us to set aside to pay for claims expense; this will increase by 10.85% with BCBS but will increase by 7.85% with Gerber. The final estimated increase with Blue Cross Blue Shield of Florida is 9.38%; by switching to Gerber the increase is 6.78%. Mr. Downs' recommendation is to change to Gerber as our re-insurer.

Ms. Smith summarized for consideration:

The overall health renewal will be funded to 94% this year; a total of \$19,780,000 for all costs including premium collections, claims costs, ASO fees, and stop loss fees. This also includes a \$1.5 million increase from last year in premiums. The Board portion of the increase is approximately \$1.125 million (75%) and the remaining 25% will be shared by employees/retirees. The committee is recommending an increase in School Board funding to HSAs (\$100,000 recommended); and an increase in single and family HSA contributions for 2018 in order to help offset increasing health care premiums. Recommendations are to increase from \$1,000 single HSA Board contribution to \$1,150 and to increase from \$2,000 family HSA Board contribution to \$2,300.

Both committees approved these options for the renewal and the following recommendations are presented to the School Board for consideration of approval:

- Providing for an overall renewal premium increase in the amount of \$1,500,000 (funding 2018 to 94% of Maximum)
- In cost sharing the premium increases, the School Board portion recommended is \$1,124,921 (75%) and the employees/retirees portion collectively would be \$375,066 (25%)

- Plan designs and offerings (PPO and HDHP/HSA ) would be the same plans offered in the 2017 school year
  - The committee recommends an increase in School Board funding to HSAs to account for growth in expected employees/families on our plan (\$100,000 recommended)
  - The committee also recommends an increase in single and family HSA contributions for 2018 in order to help offset the rising cost of health care premiums. Increases recommended would be:
    - o To increase from \$1,000 single HSA Board contribution to \$1,150 single
    - o To increase from \$2,000 family HSA Board contribution to \$2,300 family.
  - These increases would be an estimated additional \$462,200 in HSA costs to the School Board (this includes equal contributions to PPO plan participants to offset premium increases)
- Additional Plan Renewals include the following:
- Dental (Florida Combined Life- FCL):
    - o Current rates and plans have no rate increases or changes through 12/31/2019
  - Vision (Davis Vision):
    - o Current rates and plans have no rate increases or changes through 12/31/2019
  - Basic Life and Supplemental Life Insurance (VOYA):
    - o No plan design changes
    - o Basic Life premiums increased 22.5% for an estimated increase in reoccurring cost to the School Board of \$35,000
    - o 10% increase in retiree rates for the \$10,000 basic life plans
    - o No rate increase in Supplemental Life plan premiums
  - Long Term Disability Plan- VLTD (Florida Combined Life- FCL):
    - o No plan design changes and no premium increases through 12/31/2018
  - Continue the Healthiest You Telemedicine Program into 2018 with \$0 increase

*Value Added Benefits from Partner Providers:*

- Florida Blue continues to provide \$100,000 in wellness dollars to our Self Insured Health Fund. These dollars are being used to fund our Healthiest You Telemedicine Program.
- United Health Care, as part of our worksite products added this year, has credited our district \$75,000 toward our new benefits platform, Web Benefits Design.
- FCL will provide a \$10,000 wellness incentive for renewing through 2019. If our district bids out VLTD in 2018 these dollars will have to be reimbursed to FCL.

*Final total requested in re-occurring School Board costs for all benefits listed: **\$1,622,121***

*Dr. Scott asked if we will be continuing the current Telemedicine program and Ms. Smith responded that we will continue the program as well as educating employees on what a great benefit it is.*

*Superintendent Wyrosdick expressed appreciation to our partners at Fisher Brown Bottrell and Godfrey Downs; Pam Smith and her department, as well as the committee and sub-committees for their diligent work on preparing the recommendations for the upcoming year.*

*The Superintendent continued that asking the Board to put an additional \$1.6 million in self-insurance benefits the School District in three ways. We are able to offer a comprehensive medical plan to our employees, minimize cost to employees through the HSA contribution, and shore up the funding to 94%. Costs are increasing but this is the trend we will continue to see.*

**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 Diane Scott. Motion Passed by a Vote of 5 - 0.*

**2. Alternative Placement**

*Motion to Approve was moved by Clifton Hinote, Seconded by Jenny Granse. Motion Passed by a Vote of 5 - 0.  
The Chairman asked if anyone wanted to address the Board regarding any of the alternative placements; there was no response.*

**3. End of Year Reports**

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

**4. Adult ED & Family Literacy, Adult General ED Grant 2017-2018**

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

**5. Adult ED & Family Literacy, English Literacy/Civics ED Grant 2017-2018**



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

**6. Adult Education & Family Literacy, Corrections ED Grant 2017-2018**

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

**7. Instructional Leadership and Faculty Development Grant**

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

**8. Library Media Handbook Update 2017-2018**

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

**9. Early Release Jay Elementary**

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

**10. Homecoming Early Release Request**

*Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 5 - 0.*

**11. MHS SAC Bylaws**

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

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

*None*

**M. Items from Board Members**

*Dr. Scott shared that she will be traveling next week to a FSBIT meeting with Pam Smith, Coordinator of Risk Management and Benefits.*

**N. Items from Board Attorney**

*None*

**O. Items from Superintendent**

## **1. Request Permission to Negotiate Property Purchase in Pace**

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

*Superintendent Wyrosdick shared that we have been approached by an entity regarding negotiating to purchase some property in the Pace area between Woodbine and Chumuckla. Since we are always looking for property that may be useful for building a school, the Superintendent requested permission to enter negotiations to talk about the property and bring information back to the Board.*

## **2. Instructional Hours - Hurricane Irma**

*Superintendent Wyrosdick referred to a letter from Commissioner of Education Pam Stewart stating up to two days of instructional time may be waived as a result of required school closures due to Hurricane Irma. We have days built in our calendar for up to two days but will not need to use those days at this time.*

*Northwest Florida Superintendents have been looking for a way to help school districts in south Florida who may have great need after Hurricane Irma. They have decided to do this on a one-to-one basis; this is literally students helping students. This is a valuable lesson for our students to reach out and help. Our school district is partnered with Collier County and we will follow up with information on how to contribute.*

*The Superintendent reported that our Seven-Period Day Task Force completed the first meeting with additional meetings scheduled. They are doing good work on a complicated subject. Hope to bring a recommendation to the Board in February.*

## **P. Adjournment**

*Motion to Approve was moved by Clifton Hinote, Seconded by Carol Boston. 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 this 26th day of September, 2017.*

*SCHOOL BOARD OF  
SANTA ROSA COUNTY*

\_\_\_\_\_  
*Chairman*

*ATTEST:*

\_\_\_\_\_  
*Superintendent and Secretary*