

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
November 9, 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, 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. Richard Cobb led us in the Pledge of Allegiance to the Flag and in a moment of silence. Mr. Cobb also reflected on the significance of Veteran's Day; we need to always remember the sacrifices Veterans have made for our country through the years. Superintendent Wyrosdick then requested that Veterans in the room stand to be recognized for their service.

C. Approval of Minutes

1. School Board Meeting Minutes of October 17, 2017

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

D. Oral Written Communications

None

E. Recognitions/Resolutions/Proclamations

1. Teen Safety Program

Since the representative for this program was not present Superintendent Wyrosdick recommended that the item be placed on the agenda for a later date.

2. 5 Star Schools

April Martin, Director of Elementary Education, came forward to recognize our "5 Star Schools." This award was created by the

Commissioner's Community Involvement Council and is presented annually to schools who have shown exemplary community involvement. In order to receive the award a school must show that it has achieved 100% of established criteria in the following categories: business partnerships, family involvement, volunteerism, student community service, and school advisory councils. Mrs. Martin stated that this is a great honor for these schools; the criteria is extensive.

Seven Santa Rosa schools received the award: Chumuckla Elementary, Gulf Breeze Elementary, Gulf Breeze Middle, Holley Navarre Primary, Oriole Beach Elementary, Dixon Intermediate, and West Navarre Primary.

3. Golden School Award

April Martin, Director of Elementary Education, presented the following schools with a certificate as an administrator from each school came forward to receive the Golden School Award. Mrs. Martin explained that the Florida Department of Education presents the Golden School Award each year to recognize schools that promote parent and community involvement in education. The criteria includes the following: Eighty percent of the staff must participate in training related to volunteerism; the school must have a school volunteer coordinator; and total school volunteer service has to equal twice the total of students enrolled in the school.

The following schools received the award for the 2016-2017 school year with a total of 6,837 volunteers and 178,570 volunteer hours.

Bagdad Elementary had 145 school volunteers and 4,600 volunteer hours

Berryhill Elementary had 201 school volunteers and 3,500 volunteer hours

Chumuckla Elementary had 14 school volunteers and 2,500 volunteer hours

Dixon Primary had 553 school volunteers and 5,280 volunteer hours

Dixon Intermediate had 470 school volunteers and 10,600 volunteer hours

East Milton Elementary had 202 school volunteers and 4,430 volunteer hours

Gulf Breeze Elementary had 519 school volunteers and 16,776 volunteer hours

Holley Navarre Primary had 622 school volunteers and 10,025 volunteer hours

Holley Navarre Intermediate had 200 school volunteers and 8,350 volunteer hours

*T. R. Jackson had 138 school volunteers and 472 volunteer hours
Jay Elementary had 57 school volunteers and 2,100 volunteer hours
Oriole Beach Elementary had 587 school volunteers and 11,969
volunteer hours
Pea Ridge Elementary had 151 school volunteers and 10,100 volunteer
hours
Rhodes Elementary had 156 school volunteers and 5,300 volunteer
hours
Russell Elementary had 378 school volunteers and 7,300 volunteer
hours
West Navarre Intermediate had 260 school volunteers and 7,000
volunteer hours
West Navarre Primary had 663 school volunteers and 11,427 volunteer
hours
Avalon Middle had 88 school volunteers and 3,200 volunteer hours
Gulf Breeze Middle had 137 school volunteers and 3,066 volunteer hours
Hobbs Middle had 60 school volunteers and 1,780 volunteer hours
Holley Navarre Middle had 48 school volunteers and 2,000 volunteer
hours
Sims Middle had 285 school volunteers and 3,565 volunteer hours
Woodlawn Beach Middle had 75 school volunteers and 2,100 volunteer
hours
Central had 49 school volunteers and 1,230 volunteer hours
Gulf Breeze High had 161 school volunteers and 3,560 volunteer hours
Milton High had 150 school volunteers and 19,000 volunteer hours
Navarre High had 225 school volunteers and 4,365 volunteer hours
Pace High had 243 school volunteers and 12,975 volunteer hours*

4. Healthier US School Challenge - Smarter Lunchrooms Award

Leslie Bell, Food Service Manager, came forward to present the HealthierUS School Challenge Smarter Lunchrooms Awards. Ms. Bell requested Jud Crane, Director of Purchasing and Contracts Manager, to join her. Ms. Bell shared that this award represents a year-long collaborative effort between schools, cafeterias, physical education, the U.S. Department of Agriculture, and Food and Consumer Services. Ms. Bell asked Rachel Terran, Specialist with the Department of Agriculture, to come up and provide an overview of the criteria for the award.

The following schools received an award including a check with the amount being based on the award level; bronze level equals \$500; silver level equals \$1,000; and gold level equals \$1,500. The determination of level is based on participation.

*Bagdad Elementary - Gold
Benny Russell Elementary - Silver
Berryhill Elementary - Silver*

*Chumuckla Elementary - Silver
East Milton Elementary - Gold
Gulf Breeze Middle - Bronze
Holley Navarre Intermediate - Silver
Holley Navarre Middle - Bronze
Holley Navarre Primary - Silver
Jay Elementary - Bronze
Oriole Beach Elementary - Bronze
Pea Ridge Elementary - Silver S.
S. Dixon Intermediate - Silver S.
S. Dixon Primary - Bronze
Thomas L. Sims Middle - Bronze
West Navarre Intermediate - Bronze
West Navarre Primary - Bronze
W. H. Rhodes Elementary - Gold*

F. Public Hearing

1. Public Hearing on SB Policy Updates

*Motion to Approve was moved by Diane Scott, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.
The Chairman asked if anyone would like to address the Board regarding the School Board Policy updates; no one came forward. School Board Policy updates were approved as submitted.*

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

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 about an item not on the agenda.

Patty Cannington came forward with questions about growth in the Navarre area. Mrs. Cannington has concerns about paperwork submitted in relation to a couple of new housing developments in the Navarre area; specifically projected enrollment numbers at Navarre High School and information submitted to the Zoning Board during the approval process for the developments. Superintendent Wyrosdick asked Mrs. Cannington if she has reached out to Assistant Superintendent Joey Harrell and asked these questions. She said that she has not; she received the information the day before this meeting. The Superintendent responded that there are processes demanded by

DOR/DOE which we follow; he encouraged Mrs. Cannington to have a conversation with Mr. Harrell regarding parameters that must be followed. Superintendent Wyrosdick also pointed out that capacity for growth and capacity for building are controlled by the Zoning Board and Board of County Commissioners.

Andrea Light came up next to talk about the policy on head lice. Ms. Light asked if the Board is familiar with a petition that is circulating regarding head lice. She shared that these parents are not looking for a student to be identified when an outbreak occurs but would like notification if an outbreak occurs within a school. Ms. Light continued that the main concerns are treatment expense, time spent, and parents having to stay home when a student cannot attend school due to head lice. Ms. Light asked if the School Board has given further consideration to how this could be handled.

Superintendent Wyrosdick responded that our policy on head lice has emanated from School Board Policy and we follow it very carefully. At every step we want to protect the privacy of the student and we are balanced in favor of that. The Superintendent stated that he understands parents' frustration but the policy was developed from sound medical advice and at this time he doesn't see a need to readdress the policy unless the Board feels otherwise. This policy is similar to the one in neighboring counties who also strive to preserve the privacy, welfare, and sanctity of the student.

Ms. Light asked Mr. Wyrosdick if he feels that notification which does not identify the student is a violation of confidentiality. Superintendent Wyrosdick responded that he has spoken with health service organizations and the thought is that releasing the information might identify students within the classroom/s and they do not want to do that. Ms. Light asked if there is further action that can be taken by parents to address the issue; she stated that there are over 1,000 signatures on the petition. Superintendent Wyrosdick asked if the group had reached out to Bill Emerson, Assistant Superintendent of Curriculum and Instruction, or Sherry Smith, Director of Student Services, prior to starting the petition. The Superintendent explained that Mr. Emerson can provide the parents with information on why we do what we do, and the research that guides us.

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 Clifton Hinote, Seconded by Jenny Granse. Motion Passed by a Vote of 5 - 0.

The Board approved all Administrative 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. Annual Inspections 2017-2018**
- 2. Curriculum/Instruction Items**
 - a. Student Transfer Requests**
 - b. Suspensions**
 - c. School Volunteers**
 - d. Business Partners**
- 3. Administrative Operational Items**
 - a. Field Trip Requests**
 - b. Facility Use Requests**
 - c. Request for Use of Religious Venue**

Action Agenda

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

1. Exceed the Limit 110917

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

2. Surplus 110917

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

3. RFB 17-12 Surplus Cargo Truck

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

4. RFP 17-10 School Cafeteria Dishwashers 110917

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

5. Transportation Quarterly Report 110917

Virginia Sutler, Director of Transportation, presented the Transportation quarterly report.

- Ms. Sutler stated that Santa Rosa currently has a total of 201 regular routes; in addition we have 37 ESE routes. Including the drivers who are close to completing the process, recruitment goals have been met.*
- Ms. Sutler also provided information about fuel costs for the quarter. Diesel costs ran high since we topped off every vehicle prior to the hurricane.*
- October was School Bus Safety Month and drivers talked to students at several sites about bus safety issues.*
- Jay drivers wore pink one day to recognize Breast Cancer Awareness Month.*
- Two employees received recognition for going above and beyond during the third quarter; Maureen Phelan and Tondra Pope.*

School Board Member Mrs. Granse asked if the pick-up times at Holley Navarre schools have improved. Ms. Sutler responded that it's better and they are still working on it.

6. DAG Architects

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

The Board approved the Sims Middle additive change order for \$2,730 to provide piping and insulation to extend roof drainage piping to the exterior.

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

The Board approved Milton High and King Middle Energy Upgrades, Phase II, as presented.

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

7. Schmidt Consulting Group

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

The Board approved Phase III for King Middle HVAC Renovation Phase A as submitted.

The Board reviewed the status of current Schmidt Consulting construction projects.

8. Direct Purchasing Change Orders

Motion to Approve was moved by Clifton Hinote, Seconded by Carol Boston. 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.

- Chumuckla Elementary - Classroom/Lab/Resource Room Addition, Larry Hall Construction, \$6,192.75*
- Sims Middle - Resource Room Addition/Kitchen Expansion/Renovation, Hewes & Company, \$25,516.85*

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 administrative appointment of Carlisle Griffin as Coordinator of Assessment, effective December 1, 2017.

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

The Board approved the administrative appointment of David Sigurnjak as Director of Community School, effective January 1, 2018.

2. Private Instructional Provider Requests

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

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 Placements

Motion to Approve was moved by Carol Boston, 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 expulsions/alternative placements and no one came forward.

3. Pea Ridge By-laws

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

4. Winter Athletic Schedule

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

5. MOU Between Florida Housing Finance Corp., SRSD and Homeless Coalition

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

Dr. Scott asked if we would be exchanging money or if Santa Rosa School District would be providing resources. Dr. Karen Barber, Director of Federal Programs, explained that out of 67 districts Santa Rosa is the only one that was selected to receive the funding over the next three years (\$750,000 - \$1.5 million over the three-year period). Employees in the homeless office in the School District will identify families who are experiencing homelessness and refer them to the Homeless Coalition to determine eligibility; they will then be referred to the Milton Housing Authority to receive a housing voucher for twelve months. This is the "One Family, One Home, One Year Program." Dr. Barber's staff will case manage the students; Family Promise will case manage the adult family members to help them determine what they need so that at the end of the twelve-month period, it is hoped the family can be self-sufficient and sign their own lease.

6. Contract with Family Promise of Santa Rosa

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

7. EHS and HS Continuation Grant Synopsis 2018-2019

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

8. Head Start Transportation Waiver Request Letter

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

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

1. Carr Riggs & Ingram Internal Funds Audit Letter

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

M. Items from Board Members

Several Board members spoke of the outstanding Veterans Day activities they attended at our schools.

Mrs. Boston expressed appreciation to Nancy Prescott, School Liaison Officer at Hurlburt Field, for helping her schedule the tour of Hurlburt Field for Board members and Superintendent.

Dr. Scott thanked Mrs. Alt, Director of Pre-K Programs, for the recent tour and briefing at T. R. Jackson Pre-K; Dr. Scott commented that "the school looks great."

N. Items from Board Attorney

None

O. Items from Superintendent

1. Amendment to Current Capital Outlay Budget for Playground Equipment for Holley Navarre Primary

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

The Board approved the amendment to the current Capital Outlay Budget for an additional \$45,000 for playground equipment for Holley Navarre Primary.

2. Amendment to Gulf Breeze Property Sale Agreement

Motion to Approve was moved by Clifton Hinote, Seconded by Carol Boston. Motion Passed by a Vote of 3 - 2.

The Board approved the amendment to the Gulf Breeze Property (409 Gulf Breeze Parkway/Chamber Property) Sale Agreement lowering the sale price to \$1,110,000 (from the original sale agreement price of \$1,310,000).

School Board Attorney Paul Green shared information regarding negotiations related to the property. Due to utility easements that would not allow full use of the property the Buyer requested that we recalculate the price based on the amount of property they will be able to use (out of the total amount they are purchasing). Mr. Green pointed out that there is some justification for reduction based on easements and reduced amount

of property.

Superintendent Wyrosdick pointed out that this has been a long and arduous process; the easement is an issue and the utilities will diminish the value of the property. He pointed out that after notification of the easement issues we began with a significantly lower number but have negotiated to \$1,110,000. The Superintendent made the recommendation that we sell the property for this amount.

Chairman Scott Peden requested a roll call vote, as follows: Mrs. Granse - no; Mr. Hinote - yes; Mrs. Boston - yes; Dr. Scott - no; Chairman Peden - yes Motion to Approve was moved by Diane Scott, Seconded by Clifton Hinote. Motion Passed by a Vote of 5 - 0.

The Board approved the Superintendent's request to work on the School Board's behalf to seek rezoning of the property at 409 Gulf Breeze Parkway.

School Board Attorney Paul Green explained that the City of Gulf Breeze has a requirement that rezoning requests require the property owner's consent to the rezoning and acknowledge the agency of the buyer to present the proposal for rezoning. Mr. Green requested that the School Board, by separate action, delegate to the Superintendent the authority to work with the City of Gulf Breeze on the rezoning.

3. Joint Meeting Request - Santa Rosa School Board/Board of County Commissioners

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

The Board approved Superintendent Wyrosdick's request for permission to schedule a joint meeting with the Board of County Commissioners in the February time frame. If approved, Mr. Wyrosdick will work with the Board of County Commissioners to develop an agenda for the meeting.

Mr. Wyrosdick asked the Board members and senior staff to stay after the regular Board meeting for an executive session.

P. Adjournment

*DONE AND ORDERED IN LEGAL SESSION by the School Board of
Santa Rosa County this 9th day of November, 2017.*

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary