

**MEETING MINUTES  
SCHOOL BOARD OF SANTA ROSA COUNTY  
November 15, 2018-9:00 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: Dr. Diane Scott, Chairman, Mrs. Carol Boston, Vice-Chairman, Mr. Buddy Hinote, and Mrs. Jennifer Granse. Mr. Scott Peden was unable to attend since he was traveling. 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. Rick Scott, along with his daughter, Cara Scott, led us in the Pledge of Allegiance to the Flag and in a moment of silence. Dr. Rick Scott and Cara Scott attended the meeting as special guests since this is Dr. Diane Scott's last meeting as a Board member as well as Board Chairman.*

**C. Approval of Minutes**

**1. Approval of School Board Meeting Minutes of October 16, 2018**

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

**2. Approval of School Board Workshop Minutes of October 30, 2018**

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

**D. Oral Written Communications**

**1. Schools of Excellence**

*Superintendent Wyrosdick offered congratulations to our schools that have been designated a School of Excellence as listed below.*

*Gulf Breeze Elementary  
Jay Elementary  
Oriole Beach Elementary  
S.S. Dixon Intermediate  
West Navarre Intermediate*

*Gulf Breeze Middle  
Holley Navarre Middle  
Thomas Sims Middle  
Woodlawn Beach Middle*

*Gulf Breeze High  
Santa Rosa Virtual Franchise*

*He also pointed out that we had several schools who were within 1 or 2 points of the designation.*

*In order to qualify for initial designation as a School of Excellence, schools had to receive a grade of A or B in each of the most recent three school years (2015-16, 2016-17 and 2017-18) and had to rank at the 80th percentile or higher for their school type for at least two of the last three years.*

*The Superintendent also discussed growth in our school district and how the growth is different from what we have experienced in the past. He asked Bill Emerson, Assistant Superintendent for Curriculum and Instruction, to come forward and talk about the enrollment changes we're experiencing. Mr. Emerson shared an enrollment spreadsheet that shows many of our elementary schools being under projection while our middle and high schools are mostly over projection. He noted that in the past two years we have started school with fewer elementary students than we ended the previous year with.*

*Mr. Emerson noted that we enrolled 578 students in Santa Rosa School District since September 1, 2018 - this is almost a whole school. He continued with the number of students enrolled by individual school and noted that 5 of the top 9 are Navarre schools.*

*Mr. Emerson talked about the "feeder pattern" (where the students are coming from) and then talked about the number of students who have withdrawn (361) since September 1, 2018 and the reasons for withdrawal. He stated that over 200 of the enrollments were students coming from out of state; there is no way to predict that.*

*Mrs. Boston asked if the growth trend is related to our military population; Mr. Emerson stated that he doesn't have that information. Dr. Scott pointed out that the growth appears to be district wide; not just in one area.*

*Mr. Emerson continued the discussion by talking about FTE; he feels confident that we will meet our projection. (We usually go over on projections and DOE calibrates it back.)*

*Superintendent Wyrosdick called attention to the students who will be enrolling in our schools in the 10th, 11th, and 12th grades; this is changing the way we do business. These students will immediately be taking the FSA assessment. We need to be prepared for these students when they come in. He also noted the transience of our student population. We've experienced growth in the past but not at this capacity. It will affect our staffing (instructional, guidance, educational support) to get them onboarded quickly. He pointed out that we need the Elkhart K8 School as soon as possible but there is growth everywhere.*

*Dr. Scott asked if the growth we are experiencing is consistent with the reports provided by Gene Boles. Mr. Emerson stated that it is and also noted that he is required to use one of the models provided by the Department of Education when projecting students.*

**E. Recognitions/Resolutions/Proclamations**

*None*

**F. Public Hearing**

*None*

**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 would like to address the Board about an item not on the agenda. There was no response; 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 Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 4 - 0.*

*The Board approved all Administrative Agenda Items H. 1, 2, 3, and 4 as submitted.*

**1. Human Resource items**

**a. Administrative Agenda**

**b. Leave and Out of State TD's**

**c. 18-19 Annual Inspections**

2. **Curriculum/Instruction Items**
  - a. **Student Reassignment Requests**
  - b. **Suspensions**
  - c. **School Volunteers**
3. **Financial Items**
  - a. **Budget Amendment #18/01, Bills and Payroll, and Monthly Financial Statement for September 2018**
4. **Administrative Operational Items**
  - a. **Field Trip Requests**
  - b. **Religious Venue Requests**

### ***Action Agenda***

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

##### **1. Exceed the Limit 111518**

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

##### **2. Surplus 111518**

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

##### **3. RFP 18-18 Supplemental Writing Digital Materials Program 111518**

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

##### **4. Transportation Quarterly Report 111518**

*Virginia Sutler, Transportation Manager, came forward with Denis Gallagher, President of Student Transportation of America, to present the Transportation Quarterly Report.*

*Mr. Gallagher stated that he knows that STA got off to a rocky start; he's had conversation with Superintendent Wyrosdick, Mr. Crane, as well as the local media. He feels that progress has been made in the last four*

months. While this is very encouraging he does not want to discount the issues encountered earlier in the year.

Mr. Gallagher commended the Transportation employees; they are some of the nicest, hardest working employees he's worked with. Their strength lies in their flexibility; they have come up through transportation and they understand the issues that come up. He feels that our long term relationship can be successful.

Mrs. Sutler came forward to provide a staffing summary. We have a total of 201 routes including 76 in the Milton/North end area, 52 in Pace, and 73 in Navarre/Gulf Breeze. All routes are covered at this time (including bench drivers).

Career Builder is being used for recruiting; a CDL prep class is offered for new candidates. In addition, current employees are eligible to receive a \$1,000 bonus if they recruit a new driver (once the driver completes the initial 90 days of employment). Twelve drivers have received the bonus.

October was Anti-Bullying Awareness Month and Mrs. Sutler showed a slide with drivers wearing their Anti-Bullying t-shirts.

Drivers Cindy Nelson and Linda Patterson assisted with evacuations during Hurricane Michael preparation. Transportation employees also participated in "Stuff the Bus" to provide donations to neighboring citizens affected by Hurricane Michael.

Upcoming events include free turkeys for all Transportation employees and the STA Christmas party scheduled for Saturday, December 15, at the Pensacola Blue Wahoos Stadium.

## **5. DAG Agenda Items**

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

The Board approved Phase II Pace High School Softball Fieldhouse (opinion of cost \$702,701).

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

## **6. Jehle-Halstead Agenda Items**

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

The Board approved Phase II Woodlawn Beach Middle School basketball court and drainage repairs (opinion of cost \$232,730).

The Board reviewed current Jehle-Halstead construction projects.

## **7. Schmidt Consulting Group Agenda Items**

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

*The Board approved Milton High Renovation Phase B - final payments to Comfort Systems (\$125,126.42) and Schmidt Consulting Group (\$5,043.60).*

*The Board reviewed the status of current Schmidt Consulting Group projects.*

## **8. Florida Safe School Assessment**

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

*Superintendent Wyrosdick commended Daniel Hahn (Safety Director) for this comprehensive report.*

## **9. Direct Purchasing Change Orders**

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

- *King Middle School - HVAC Renovation  
Elite Mechanical Systems  
\$33,709.04*
- *Navarre High School - North Concession  
Larry Hall Construction  
\$52,466.06*

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

### **1. Action Agenda**

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

*The Board approved the administrative actions as submitted.*

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

*The Board approved the following job descriptions.*

- *Pre-K Education and Assessment Specialist (revised)*
- *Teacher on Special Assignment for Social Media and Communications (new)*

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

*The Board approved revisions to the Human Resource Procedures Manual as submitted.*

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

**1. Alternative Placements**

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

*The Chairman asked if anyone wanted to address the Board regarding any of the expulsions/alternative placements.*

*The parents of Student A19-0302-03 came forward to address the Board and request leniency for their student. They feel that their student accepted drugs in an effort to fit in since they are fairly new to the area. Superintendent Wyrosdick expressed appreciation to these parents for coming and speaking; this shows they care about their child's education. He explained that there is a built in process for leniency. The Board chooses to build in the process ahead of time; they do not want the student to fail. The committee has the option of offering educational services in a different environment which is what they are offering today. If they so choose the student can be recommended to come back early from the alternative placement; we will begin talking about this immediately.*

*Dr. Scott added that many times we have "early terminations" of alternative placement on the agenda. It is involvement of the parents that makes the difference.*

**2. Add On Endorsement for Autism Spectrum Disorders 2018-2023**

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

**3. Section 504 Procedures Manual**

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

**4. License and Service Agreement for Accelify Modified on 11/2/18**

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

**5. Service Animal Policy**

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

**6. 2018-2019 School Improvement Plans, SAC Rosters & By Laws**

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

**7. 1st Quarter SAC Minutes**

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

**8. High School 1st semester early release exam schedules**

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

**9. High School Winter Athletic Schedules**

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

**10. Head Start Continuation Grant Synopsis 2019-2020**

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

**11. Early Head Start Supplemental Grant 2019**

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

**12. Head Start Monthly Report for October 2018 - Review Only**

*For review only*

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

**1. SR Internal Funds Audit Engagement Letter**



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

#### **M. Items from Board Members**

*As this was Dr. Diane Scott's last Board meeting as Chairman and Board member several Board members expressed their appreciation for her service.*

*Mrs. Granse spoke of Dr. Scott's educational expertise and calm manner.*

*Mr. Hinote thanked Dr. Scott for her mentorship and professionalism.*

*Mrs. Boston noted there are some great things going on in our community; all county concerts, school advisory council meetings, etc. She also shared that she's happy for Dr. Scott - she's been a valuable asset to our district.*

*Dr. Scott thanked her fellow Board members; "there's been a lot of challenges and a lot of teamwork."*

#### **N. Items from Board Attorney**

*School Board Attorney Paul Green joined in thanking Dr. Scott and also Mr. Peden for their service.*

#### **O. Items from Superintendent**

##### **1. SRPE Contract Ratification**

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

*Superintendent Wyrosdick shared that we have been notified by SRPE that the contract has been ratified. It's an arduous process implementing a new salary schedule. We are hoping to have this complete by December but it will likely be January.*

*The Superintendent noted that we missed a couple of days due to Hurricane Michael. January 7 was already built into the calendar as a makeup day (if needed); it will now be a school day. We have waited as long as we can for direction from DOE regarding any flexibility we may have in making up the days lost.*

*In closing, Superintendent Wyrosdick added his thanks to Dr. Scott for being a friend and a tremendous Board member; we've walked through some difficult years. Dr. Scott received a standing ovation.*

*Dr. Scott thanked everyone; "it's been a privilege and a pleasure." She feels that things will be good going forward; our new Board members will be faced with challenges but will make decisions based on the best interests of our students.*

**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 15th day of November, 2018.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairman*

**ATTEST:**

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*Superintendent and Secretary*