

**AGENDA**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**February 4, 2025-5:30 PM**

- A. Call to Order and Roll Call**
- B. Pledge of Allegiance**
- C. Approval of Minutes**
  - 1. Approval of School Board Meeting Minutes of January 16, 2025**
- D. Oral Written Communications**
- E. Recognitions/ Resolutions/ Proclamations**
  - 1. Pace High School Esports Team**
  - 2. Career and Technical Education Month**
- F. Public Hearing**
  - 1. Request to Advertise for Public Hearing on the 2025-2026 School Choice Plan**

***Administrative Agenda***

- G. 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**
  - 1. Human Resource Items**
    - a. Administrative Agenda** Addendum Added
    - b. Leave and Temporary Duty**
    - c. 2024-2025 Annual Inspections**
  - 2. Curriculum/Instruction Items**
    - a. Student Reassignments** Changed
    - b. Suspensions**
    - c. Level 1 Volunteers**
    - d. Level 2 Volunteers**
  - 3. Administrative Operational Items**
    - a. Facility Use Requests**
    - b. Religious Venue Requests**
    - c. Field Trip Requests** Changed
    - d. ABM Quarterly Report 020425 - Review Only**
    - e. Non-Competitive Contracts 020425**

***Action Agenda***

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

- 1. Surplus 020425**
- 2. DAG Architects Agenda Items**
- 3. McKim & Creed Agenda Items**
- 4. Center for Innovation**
- 5. Direct Purchasing Change Orders**

**I. Human Resource Recommendation- Liz West, Assistant  
Superintendent for Human Resources**

- 1. Action Agenda**
- 2. Self-Funded Insurance Update**

Addendum  
Added

**J. Curricular and Instructions Recommendation – Michael Thorpe,  
Assistant Superintendent for Curriculum and Instruction**

- 1. Alternative Placements**
- 2. School Calendar Revision 24/25**

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

**L. Public Comment- (Request to address the School Board)**

**M. Items from Board Members**

**N. Items from Board Attorney**

**O. Items from Superintendent**

- 1. Request to Change Date for March 6, 2025 Board Meeting**

**P. Adjournment**

(If a person decides to appeal any decision made by this board with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for that purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.)

## Santa Rosa County District Schools

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**Submitted By:** Myra Dobbs, Secretary

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<b>Title of Item:</b>	Approval of School Board Meeting Minutes of January 16, 2025
<b>Description/Introduction:</b>	Minutes of January 16, 2025 Board Meeting
<b>Recommendation/Action Requested:</b>	Request approval

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**Financial Impact:**

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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**Legal Review**

**Does item require legal review?** No

**If Yes, Approval Date**

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**REVIEWERS:**

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
Dobbs, Myra	Approved	1/28/2025 - 9:27 AM

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
SB Minutes 11625	1/28/2025	Cover Memo

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**January 16, 2025-5:30 PM**

**A. Call to Order and Roll Call**

*The School Board of Santa Rosa County met in regular session with the following members present: Mrs. Carol Boston, Chairperson; Mr. Scott Peden, Vice-Chairperson, Mr. Charles Elliott, Mrs. Elizabeth Hewey, and Mrs. Linda Sanborn.*

*Also present were School Board Attorney, Terry Harmon, and Dr. Karen Barber, Superintendent of Schools and Secretary.*

**B. Pledge of Allegiance**

*Chairperson Carol Boston called the meeting to order and Charlin Knight, Director of Workforce Education led a moment of silence and Pledge of Allegiance to the Flag.*

**C. Approval of Minutes**

**1. Approval of School Board Meeting Minutes of December 10, 2024**

*Motion to Approve was moved by Charles Elliott, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.*

**D. Oral Written Communications**

*Dr. Barber shared the graduation rate for Santa Rosa County District Schools. It was 90.9% for 2023-2024 school year. That is an increase from 90.4% in 2022-2023.*

**E. Recognitions/Resolutions/Proclamations**

**1. A- Team Recognition**

*Meghan Hall, Coordinator of Math and Science recognized the following students for their accomplishments in competing in the Commissioner's Academic Challenge.*

*Since 1986, the Commissioner's Academic Challenge has been a showcase of Florida's high school academic excellence. Teams representing school districts throughout the state compete for scholarships, championship rings, trophies, medallions and of course-*



*bragging rights.*

*The mission of the tournament is to provide a prestigious academic arena in which Florida's academically talented high school students are recognized.*

*This year's competition will be held April 24th – April 26th in Orlando, Florida. Our students will have to answer questions from the areas of language arts, mathematics, science, social studies, the fine arts, world languages, physical education, health and technology.*

*This year's A-Team Consists of:*

- *Caden Crow - Pace High School (Returning Member)*
- *Mina Wilson - Milton High School (Returning Member)*
- *Gage Burchett - Milton High School*
- *Jacob Dailey - Central School*
- *Andrew Henry - Milton High School*
- *Clara Powell - Milton High School*
- *Ella Torres Harrell - Milton High School*
- *Colin Williams - Milton High School*

*This year we are fortunate enough to have Coach Clark to continue his support with coaching our A-Team.*

## **2. Sunshine State Scholar Recognition**

*Meghan Hall, Coordinator of Math and Science recognized the high school nominees for Sunshine State Scholar, as well as the District Scholars. The Sunshine State Scholars Program targets juniors interested in STEM related fields. These students hold a weighted GPA of 3.9 or higher and are on track according to current guidelines for Bright Futures Scholarships.*

*This year's nominees are:*

*Jacob Martin - Central School*

*Anna Lu - Gulf Breeze High School*

*Major Rowell - Jay High School*

*Jackson Sanborn - Milton High School*

*Gianna Scheno - Navarre High School*

*Adam Penrod - Pace High School*

*Special congratulations to Jackson Sanborn from Milton High School and Adam Penrod from Pace High School. These two students will represent the district as our 2025 Sunshine State Scholars. We would also like to congratulate our alternate selected Jacob Martin from Central School.*

### **3. Senate Page Selected**

*Amy Parker, Coordinator of Social Studies recognized Milton High School senior, Ashton Hall, who was selected as a Senate Page for the 2025 Legislative Session. The Senate Page program is highly competitive with over 800 applicants each year. Ashton was the only student from the District selected for the honor. The Secretary of the Senate sent Ashton a congratulatory certificate for recognition at the January School Board Meeting. He was introduced and encouraged by his SGA Sponsor, Katie Cranford. Mrs. Cranford noted Ashton's leadership, service, patriotism, and desire to make a difference as the reasons he was selected for the position.*

### **4. Transportation Safety Award 011625**

*Transportation Safety Award was presented by Peter Conway and Chandler Brown to Santa Rosa County School District. Virginia Sutler, General Manager accepted the award on behalf of the Transportation Department.*

### **5. 2024 Purple Star School District**

*Dr. Barber read the letter from Florida Department of Education congratulating the district as a 2024 Florida Purple Star School District:*

*The Purple Star School District Designation, established by the Florida Legislature and signed into law in April 2024, recognizes districts that provide critical coordination of services for military families and students across the district and support the unique needs of military families. Florida is committed to being the most military-friendly state in the nation, and this program supports students as they relocate to new schools due to a parent's change in duty station.*

*The Department recognizes and applauds the commitment the district has made to ensure military connected families are supported in Florida. The district will maintain its designation as a Purple Star School District for three (3) school years. After three years, the district may reapply to maintain the Purple Star School District Designation.*

### **6. School Board Members Recognition**

*Nadia Colin, Public Information and Family and Community Outreach Officer recognized each Board Member. January is School Board Recognition Month, a time to celebrate the hard work and dedication of each member and to highlight their vital role in shaping the future of our schools.*

## **F. Public Hearing**

### **1. Conduct Public Hearing on Additional Changes to the 2024-2025 Student Progression Plan**

*Motion to Approve was moved by Linda Sanborn, Seconded by Scott Peden. Motion Passed by a Vote of 5 - 0.*

*Chairperson Carol Boston asked if anyone would like to address the Board regarding Additional Changes to the 2024-2025 Student Progression Plan.*

*No one came forward so the hearing was closed.*

## **Administrative Agenda**

### **G. 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 Linda Sanborn, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.*

*The Board approved all Administrative Agenda items G. 1, 2, and 3 as submitted.*

#### **1. Human Resource Items**

- a. Administrative Agenda**
- b. Leave and Temporary Duty**

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

- a. Student Reassignments**
- b. Suspensions**
- c. Level 1 Volunteers**
- d. Level 2 Volunteers**

#### **3. Administrative Operational Items**

- a. Facility Use Requests**
- b. Religious Venue Requests**
- c. Field Trip Requests**

d. **Food Service Quarterly Report Jan 2025**

e. **Non-Competitive Contracts 011625**

**Action Agenda**

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

**1. Surplus 011625**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Scott Peden. Motion Passed by a Vote of 5 - 0.*

**2. Office of Safe Schools Second Quarter Report**

*This item was submitted for review only.*

**3. DAG Architects Agenda Items**

*Motion to Approve was moved by Charles Elliott, Seconded by Scott Peden. Motion Passed by a Vote of 5 - 0.*

*The Board approved the Change Order #17 for FDOT Comments and Civil Revisions for \$144,455.01*

*Motion to Approve was moved by Linda Sanborn, Seconded by Scott Peden. Motion Passed by a Vote of 5 - 0.*

*The Board approved TR Jackson Pre-K Kitchen Renovation Project-Phase 3 Documents.*

**4. Sam Marshall Architects Agenda Items**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.*

*The Board approved Jay Elementary Cafeteria Renovation.*

**5. Direct Purchasing Change Orders**

*Motion to Approve was moved by Charles Elliott, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.*

*The Board approved the change orders decreasing the projects payable to the appropriate contractor. These decreases are to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing.*

- *Soundside High School  
Morette Company  
\$1,814,666.59*

**I. Human Resource Recommendation- Liz West, Assistant**

## **Superintendent for Human Resources**

### **1. Action Agenda**

*None*

### **2. Self-Funded Insurance Update**

*For a complete word for word transcript, please see the video.*

*Alexandra Timmons, Director of Risk Management, Mark Johnson and Kristy Sheffer with MarshMcLennan Agency provided an update on the medical self-insurance plan.*

## **J. Curricular and Instructions Recommendation – Michael Thorpe, Assistant Superintendent for Curriculum and Instruction**

### **1. Early Termination of Alternative Placement**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Scott Peden. Motion Passed by a Vote of 5 - 0.*

### **2. Alternative Placements**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Scott Peden. Motion Passed by a Vote of 5 - 0.  
The Board approved the Alternative Placements as submitted.*

### **3. Spring Sports Schedules**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.*

### **4. SAC Minutes, Rosters, and SIP Documents**

*This item was submitted for review only.*

### **5. Head Start Reports for November and December 2024 - Review Only**

*This item was submitted for review only.*

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

### **1. Budget Amendment #24/03, Bills/Payroll and Monthly Financial Statement for November 2024**

*Motion to Approve was moved by Charles Elliott, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.*

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

*For a complete word for word transcript, please see the video.*

*Jan Cook gave an update on book banning from 2022 to present.*

**M. Items from Board Members**

*None*

**N. Items from Board Attorney**

*None*

**O. Items from Superintendent**

*None*

**P. Adjournment**

*Motion to Approve was moved by Linda Sanborn, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.*

*DONE AND ORDERED IN LEGAL SESSION by the Board of Santa Rosa County the 16th of January 2025.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairperson*

ATTEST:

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*Superintendent and Secretary*

## Santa Rosa County District Schools

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**Submitted By:** Nadia Colin, Public Information and Family and Community Outreach Officer

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**Title of Item:** Pace High School Esports Team  
**Description/Introduction:** Recognize Pace High School Esports Team  
**Recommendation/Action Requested:**

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**Financial Impact:**

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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**Legal Review**

**Does item require legal review?** No

**If Yes, Approval Date**

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**REVIEWERS:**

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
Dobbs, Myra	Approved	1/30/2025 - 9:30 AM

## Santa Rosa County District Schools

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**Submitted By:** Charlin Knight, Director of Workforce Education

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**Title of Item:** Career and Technical Education Month

**Description/Introduction:**

**Recommendation/Action Requested:**

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**Financial Impact:**

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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**Legal Review**

**Does item require legal review?** No

**If Yes, Approval Date**

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**REVIEWERS:**

**Reviewer**

Dobbs, Myra

**Action**

Approved

**Date**

2/4/2025 - 4:33 PM

**ATTACHMENTS:**

**Description**

CTE Month

**Upload Date**

2/4/2025

**Type**

Cover Memo



# CELEBRATE CTE MONTH



Building the  
next generation  
of innovators.

**Come celebrate  
Career and  
Technical  
Education  
Month  
with us!**



**MORE INFO**

[www.santarosacareerpathways.com](http://www.santarosacareerpathways.com)



## *Santa Rosa* **CAREER PATHWAYS** *Expo*



**FEBRUARY 25, 2025  
5-7 PM**



**Dillon Admin Ctr  
6032 Highway 90  
Milton FL 32570**

Helping students  
discover their career path  
for high school and beyond



[www.santarosacareerpathways.com](http://www.santarosacareerpathways.com)

## Santa Rosa County District Schools

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**Submitted By:** Floyd Smith, on behalf of Grade Level Directors

### Curriculum/ Instruction Action Agenda

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**Title of Item:** Request to Advertise for Public Hearing on the 2025-2026 School Choice Plan

**Description/Introduction:** Proposed revisions for Board review of the 2025-2026 School Choice Plan. All formatting issues and Table of Contents will be corrected before the final submission.

**Recommendation/Action Requested:** Approve as submitted. Public hearing for April 10, 2025.

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### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

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### REVIEWERS:

Reviewer	Action	Date
Smith, Floyd	Approved	1/28/2025 - 12:28 PM
Thorpe, Mike	Approved	1/28/2025 - 11:45 AM

### ATTACHMENTS:

Description	Upload Date	Type
Request to Advertise for Public Hearing-	1/28/2025	Cover Memo

2025-2026 School Choice Plan		
Notice of Public Hearing- 2025-2026 School Choice Plan	1/28/2025	Cover Memo
2025-2026 School Choice Plan-Strikethrough Draft	1/28/2025	Cover Memo
2025-2026 School Choice Plan-Strikethrough Draft-Revisions Only	1/28/2025	Cover Memo
2025-2026 School Choice Plan-Transfer Form-Strikethrough Draft	1/28/2025	Cover Memo
2025-2026 School Choice Plan-Timeline	1/28/2025	Cover Memo



Floyd C. Smith  
Director of Middle Schools

6032 Highway 90 Milton, FL 32570  
Phone: 850/983-5060  
Facsimile: 850/983-5067  
E-mail: smithfc@santarosa.k12.fl.us

## **MEMORANDUM**

TO: Dr. Karen R. Barber, Superintendent  
School Board Members

FROM: Floyd Smith  
Director of Middle Schools

DATE: January 28, 2025

RE: Request to Advertise for Public Hearing  
School Board Meeting: February 4, 2025  
*School Choice Plan, 2025-2026*

The revision process for the School Choice Plan, has begun as we prepare for the 2025-2026 school year. It is requested that the School Board approve the advertisement for a public hearing to be conducted at the School Board meeting on April 10, 2025 at 5.30 p.m.

I have attached a copy of the advertisement for public hearing, a strikethrough draft of the School Choice Plan, the proposed revisions, the In-County Transfer Form with the Instruction Page, and the Timeline. As you review the draft, if you have any questions, please contact Floyd Smith at 850-983-5060.

Your support is always appreciated in both the preparation of this document and in the enforcement of the policies established to enable us to serve our students as effectively as possible.

## **NOTICE OF PUBLIC HEARING**

### **TO ADOPT REVISIONS TO SANTA ROSA DISTRICT SCHOOLS**

### **2025 – 2026 SCHOOL CHOICE PLAN**

Pursuant to Chapter 120, Florida Statutes, the Santa Rosa County School Board will hold a public hearing to consider the revisions, additions and deletions to the 2024-2025 School Choice Plan in preparation for the 2025 – 2026 school year's School Choice Plan. The purpose of these changes is to update the existing School Choice Plan in accordance with legislative and State Board of Education Regulations. The public hearing is scheduled for April 10, 2025 at 5:30 PM in the Santa Rosa County School Board Room at 5086 Canal Street, Milton, Florida.

Copies of proposed revisions, additions and deletions for the 2025 – 2026 School Choice Plan will be available for study and examination at the Douglas A. Dillon Administrative Center in Milton, Florida from 8:00 AM to 4:00 PM, Monday through Friday, March 6, 2025 through April 10, 2025.

Dr. Karen R. Barber  
Superintendent of Schools

#### **Advertisement Dates:**

#### **PENSACOLA NEWS JOURNAL**

Monday, March 10, 2025

Monday, March 17, 2025

Monday, March 24, 2025

Monday, March 31, 2025

Monday, April 7, 2025

#### **SANTA ROSA PRESS GAZETTE**

Thursday, March 6, 2025

Thursday, March 13, 2025

Thursday, March 20, 2025

Thursday, March 27, 2025

Thursday, April 3, 2025

Thursday, April 10, 2025

#### **Public Hearing Date:**

April 10, 2025





# School Choice Plan

~~2024-2025~~ 2025-2026

Strikethrough Draft



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## Santa Rosa County School Choice Programs

### A. Background

The Santa Rosa County School District serves approximately ~~32,000~~ 31,000 pre-kindergarten through grade twelve students in ~~37~~ 36 school centers. These centers include ~~2~~ 1 Pre-K centers, ~~17~~ 16 elementary level schools, 7 middle schools, 6 high schools, 1 K-12 combination school, 1 technical college, 2 K-8 schools, 1 Virtual School and 1 adult school. The district strives to ensure both equal educational opportunities and facilities at all school centers. All school centers in accordance with the comprehensive technology plan have access to the Internet through the district wide area network. Local area networks in all schools, support classroom computers and/or computer labs. All schools have instructional television accessible to all classrooms. The Office of Professional Learning provides in-service to teachers on state-of-the-art technology in two locations (one in the north end of the district and one in the south end of the district).

While the district has no magnet schools, the district has the best of both worlds. This district uses the state adopted standards in the state approved curriculum areas and has high expectations for all students. However, site-based decision making with input from all stakeholders, strongly encourages innovative programs to achieve these expectations. Schools, through the Continuous Improvement Model, plan and implement programs to meet the specific needs of their students and community. A strong network of administrators and teachers ensure that innovations that work are rapidly replicated with appropriate modifications at other schools. The district staff organization, with directors for elementary, middle, and high schools, workforce education, Continuous Improvement, Title 1 and Federal Programs, facilitates networking among school administrators. These directors meet on a monthly basis with site administrators of that level. A major portion of each meeting is devoted to sharing ideas and discussing common concerns. As a result, a strong basic similarity exists in the curriculum and instruction programs/material within schools with similar grade configurations.

The Santa Rosa County School District is accredited by Cognia Inc. District scores with regard to state testing are excellent. Santa Rosa County Schools rank within the top 3-5 of all districts in the state on a consistent basis with regard to state-wide testing scores in the areas of reading, math, and science.

The district has maintained a very liberal student transfer policy which allows parents to request a transfer for a variety of reasons.

### B. Purpose

The School Board of Santa Rosa County is committed to providing quality educational opportunities for all students regardless of background characteristics. The School Board strives to provide an educational environment that enhances the student's educational success. The School Board continues to use a School Choice Program as a strategy in conjunction with the parent in providing appropriate quality educational opportunities when possible.

### C. School Choice Programs

At the elementary, middle, and high school levels, the Santa Rosa County School District (SRCSD) currently utilizes the following programs:



## 1. **Stewart B. McKinney-Bruce Vento Act School of Origin**

Appropriate exceptions and accommodations will be made to minimize the barriers related to student assignment for students identified as eligible for services through the Florida Department of Children and Family Services or Section 722 (d)(2) of the Stewart B. McKinney-Bruce Vento Act.

- (a.) To the extent feasible, keep a child or youth experiencing homelessness in their school of origin, except when doing so is contrary to the wishes of the child's or youth's parent or guardian or it is determined by the district McKinney-Vento Liaison and child welfare agency that school of origin transportation is not in the best interest of the child.
- (b.) Provide written explanation, including a statement regarding the right to appeal to the homeless child's or youth's parent or guardian, if the local educational agency sends such a child or youth to a school other than the school of origin.

## 2. **Family Empowerment Scholarship for Students with Unique Abilities (FES-UA)**

The Family Empowerment Scholarship Program is designed to offer families of students with disabilities, as young as 3 years of age, access to additional education options. Families may choose to enroll their student in another public school, or they may take the opportunity to receive a personal education savings account (ESA) for their student. With an ESA, parents receive a deposit of public funds into government-authorized savings accounts with restricted, but multiple, uses. An ESA can be used to fund not only items such as private school tuition and fees, but also online learning programs, private tutoring, community college costs, higher education expenses and other approved customized learning services and materials. Families apply **and annually renew** for participation in FES UA through one of the approved SFOs, which are responsible for determining eligibility, awarding and distributing funding to eligible student accounts, and approving eligible expenditures.

NOTE: Students with disabilities include K-12 students who are documented as having an intellectual disability; a speech impairment; a language impairment; a hearing impairment, including deafness; a visual impairment, including blindness; a dual sensory impairment; an orthopedic impairment; another health impairment; an emotional or behavioral disability; a specific learning disability, including, but not limited to, dyslexia, dyscalculia, or developmental aphasia; a traumatic brain injury; a developmental delay; or autism spectrum disorder.

### 1. Scholarship Application Procedure:

For the 2024-2025 school year, if you are interested in applying for FES-UA, please contact one of the two Scholarship Funding Organizations (SFOs) listed below that administer this program.

For more information on the ESA option of the FES-UA program please contact one of the SFOs below:

[A.A.A. Scholarship Foundation – FL, LLC](#)

P.O. Box 15719, Tampa, FL 33684

Phone: 888-707-2465

Email: [info@aaascholarships.org](mailto:info@aaascholarships.org)

[Step Up for Students](#)

P.O. Box 54367, Jacksonville, FL 32245-4367

Phone: 877-735-7837

Email: [info@stepupforstudents.org](mailto:info@stepupforstudents.org)

2. Determination of Eligibility:

A student may be eligible for an ESA under FES-UA if the student:

- Is a resident of Florida;
- Is 3 or 4 years of age on or before September 1 or is eligible to enroll as a K-12 student;
- Has a disability; **AND**
- Is the subject of an IEP written in Florida or another state, **or** has received a diagnosis of a disability from a Florida license physician or psychologist, or a physician who holds an active license issued by another state or territory, including Puerto Rico.

3. FES-UA for Public School option:

Students who would like to use the FES-UA for Public School option should reach out to the School Choice Office for more information.

**3. Parent Request for Student Transfer (In-County and Controlled Open Enrollment)**

Students may be reassigned to a school outside of their residence zone with the approval of the Santa Rosa County District School Board. The **Request for Student Transfer** form must be completed by a custodial parent or a court-awarded guardian. A separate form must be completed for **each** child requesting a transfer.

- (a) Each school will have the **Request for Student Transfer** form available. This form is also available on the Santa Rosa County District School's web page.

<https://santarosaschools.org/en-us/school-choice-transfer-request>

- (b) The Request for Student Transfer (**In-County and Controlled Open Enrollment**) period is from ~~April 12-May 28, 2024~~ April 11-May 27, 2025. In-County, Court Orders, and Military Preference requests submitted after the transfer period may be held until enrollment numbers can be evaluated for the upcoming school year. In this case, the district grade level director will make decisions based on available capacity. The parent/guardian is responsible for submitting the form to the district grade level director via email or at the Douglas A. Dillon Administrative Center located at 6032 Highway 90, Milton, Florida. The request will be evaluated based on established criteria and recommended to the Santa Rosa County School Board for action. The

parent/guardian will be notified of the School Board's decision. Controlled Open Enrollment transfer opportunities will be available after the window closes if capacity is available at the school and grade level of the request.

- (c) **In-County, Court Orders, and Military Preference transfer requests will be considered first.** If these specific types of student transfer requests are denied, they will automatically be reconsidered under Controlled Open Enrollment.
- (d) Transfers are considered individually, and approval granted on space availability and in accordance with the Student Progression Plan, Sections 4.111, 5.109 or 6.112. A transfer is not a matter of right and is granted at the discretion of the School Board. If the recommendation to the School Board is to deny the request for the transfer, the parent may address the School Board.
- (d) The Santa Rosa County School District is **NOT** responsible for the transportation of students if the request for transfer is approved.
- (e) An approved transfer request shall be for the duration of that child's completion of the highest grade at the school to which the child has been reassigned. Approved transfers may be revoked if a student displays excessive discipline, poor academic performance, or poor attendance. The school principal will meet with parent to discuss interventions prior to recommending revocation of transfer (per SB Policy 5.141).
- (f) **A new request must be submitted when the student progresses from Primary school to Intermediate school, Intermediate or Elementary school to Middle school, or from Middle school to High school.**
- (g) The eligibility of high school students to participate in interscholastic athletics may be affected under the regulations of the Florida High School Activities Association (FHSAA). Procedures for athletic eligibility will be initiated by the school to which the student is assigned, if applicable.
- (h) Any parent/guardian requesting a second transfer within the same school year in which the initial transfer was processed will be required to prove that the denial of the request would cause great personal hardship.
- (i) **No request for transfer will be processed for a student for whom disciplinary action is pending.**
- (j) As determined by the grade level director only, a student may seek a transfer based upon a Change of Guardianship with a Power of Attorney if, in the opinion of the director, ample evidence has been presented that the educational welfare of the student will be severely jeopardized. The director will petition the School Board for special temporary permission for the student to attend a school outside their attendance zone in accordance with residency

established by the assigned Power of Attorney. This permission would expire at the end of the current school year.

- (k) A parent of a student with a disability who is requesting a transfer that is not required by the student's IEP is subject to school and ESE program capacity as stated in "Family Empowerment Scholarship for students with Unique Abilities."
- (l) Student transfers will be considered if one of the following criteria is met in accordance with school capacity:

#### **In-County Residents**

- a. Needs of the district that would benefit the functioning of the school(s), this would include insurance of racial/ethnic balances and maintaining equity among all schools.
- b. A student who is currently attending a school and moves into another school zone may continue to attend the school until the last grade level of that school. Parents are responsible for providing transportation to and from school.
- c. If an academic/extracurricular program exists in a school and is not available in the school in which the student resides. This option is for secondary grade levels only. This request will be denied if the requested academic program is over capacity.
- d. Students who have siblings enrolled at a school other than their residentially zone school may apply for reassignment to that same school based on sibling support. The student must be attending the school the same year as the requested reassignment. Students assigned for sibling support may remain at the assigned school until they change levels. This request may be denied if the grade level requested for the sibling is over capacity.

#### **All Florida Residents**

- a. Court-ordered action on a student with supporting documents
- b. Military Preference with supporting active duty orders

#### **Controlled Open Enrollment**

(The SRCSD's Controlled Open Enrollment Plan is in response to the legislative mandate established by Section 1002.31, Florida Statutes)

- a. If a student does not meet any of the criteria above or resides in a Florida county other than Santa Rosa County, a parent/guardian's **Request for Student Transfer** will be considered for **Controlled Open Enrollment**.
- b. All In-County, Court Ordered, and Military preference parent requests will be considered first.

- c. All other decisions on whether to recommend the transfer to the Santa Rosa County School Board for action is based solely on available capacity\* at the requested school.

\*Available capacity will be determined based on a chart posted on the district website that will clearly show available capacity at each school. As already noted above, capacity is defined by the SRCSD as 80% of the available student stations based upon the Florida Inventory of School Houses (FISH) report.

#### **D. Transportation**

- (1) Transportation will be provided for students assigned by the district to special programs such as Exceptional Student Education (ESE).
- (2) Transportation may also be provided to students in foster care to ensure school stability, if the school district designee and child welfare agency designee reach a consensus that school stability transportation is in the best interest of the student.
- (3) Transportation will not be provided to the assigned school for students with approved student transfer requests.
- (4) Transportation to a school outside the students assigned school zone is the responsibility of the parent.
- (5) Transportation will be provided for eligible students for whom school of origin service is determined to be in the student's best interest by the school district's McKinney-Vento Liaison or through request for the Family Empowerment Scholarship for students with Unique Abilities (FES-UA) Program.

#### **E. Application Process**

- (1) Stewart B. McKinney-Bruce Vento Act School Choice Option  
If a parent informs the school or district (through the enrollment process) that they are claiming homeless status, or it is determined by the district from information provided by the parent (by the resident information survey completed annually) that the student could possibly be eligible for services relating to the *Stewart B. McKinney-Bruce Vento Act*, the student is referred to the Santa Rosa District School's Director for Federal Programs program to coordinate services.
- (2) Family Empowerment Scholarship for Students with Unique Abilities  
Every parent of a special needs child with an IEP that is being served in the SRCSD receives notification of the FES-UA Program at every IEP meeting they attend.
- (3) Parent Request for Transfer (In-County and Controlled Open Enrollment)  
Applications for Request for Transfer are available at every school site, district offices, and via electronic copy. Deadlines if applicable are noted on the application form. Information regarding the School Choice through In-County request for student transfer is detailed in the "Student Progression Plan" or this document which can be located at each school site, district offices, or via

the district web site. Parents are notified of approval or non-approval by the grade level directors according to the timelines established by this plan.

#### (4) Virtual Instruction Program

Pursuant to 1002.45, F.S., Santa Rosa County public school students in grades KG-12 may participate in part-time or full-time virtual instruction programs. Open enrollment for both part-time and full-time virtual instruction programs will take place from April 15th through July 31st each year with late registration continuing through the first two weeks of the school year if space is available. Parents of students interested in participating in a full-time virtual instruction program must contact the Principal, Blended Academy and Santa Rosa Online, at 850-981-7860, no later than the conclusion of the open enrollment period. Parents of students interested in participating in a part-time virtual instruction program, resulting in a hybrid schedule of virtual and brick and mortar classes, must contact their student's guidance counselor no later than the conclusion of the open enrollment period. Should the resulting hybrid schedule result in a student remaining at home for a period of the school day, parents shall be responsible for providing transportation to or from school, depending on the time of day the student will need to enter or exit his/her brick and mortar classes.

### F. Application Timelines

Parents may choose at any time during the year to apply for the School Choice Programs. Parents may submit an application for a school transfer request **beginning April 12-May 28, 2024 April 11-May 27, 2025** for the beginning of the subsequent school year. Applications submitted after **May 28, 2024 May 27, 2025** may be held until enrollment numbers can be evaluated for the upcoming school year unless the parent/student has established residence in Santa Rosa County. Transfer determinations may not be made prior to the May School Board Meeting each year. **Once initial transfer determinations have been made, it is not likely any transfer requests will be considered until after the FTE period in October.**

### Target Timeline for School Choice Determinations

Draft School Choice Plan to School Board	February School Board Meeting
Post Capacity Chart and Plan on website	<b>April 12, 2024 April 11, 2025</b>
Application Window	<b>April 12-May 28 2024 April 11-May 27, 2025</b>
In-County, Court Orders, Military Preference to Board	<b>May 2, 2024 May 1, 2025</b> School Board Meeting
Parent/Guardian Notifications Begin	<b>May 3, 2024 April 12, 2025</b>
Controlled Open Enrollment Transfers to Board	<b>June 13, 2024 June 10, 2025</b> School Board Meeting
Parent/Guardian Notifications Begin	<b>June 14, 2024 June 11, 2025</b>

### G. Appeals

A parent may appeal the decision of the school district by making it known in writing to the appropriate Grade Level Director within one (1) week of receiving notice that they have been denied school choice. The Grade Level Director along with the Assistant Superintendent for Curriculum, Instruction and Assessment will review the Request for Student Transfer application and present his findings to the parent within two (2) weeks of receiving the appeal notice

#### **H. Parent and Family Engagement**

Each school site establishes a School Advisory Council (SAC) which reviews school policies/ procedures and advises the schools in total school operation. The SRCSB encourages each SAC to review the district's policy regarding School Choice Plan options and make recommendations regarding the Plan. The members of the SRCSB are elected by popular vote from the designated five districts within Santa Rosa County. As representatives of their respective districts, the Board members review the School Choice Plan and make recommendations regarding the guidelines and implementation. The SRCSB has the ultimate decision approving the School Choice Plan.



# School Choice Plan

~~2024-2025~~ 2025-2026

Strikethrough Draft-Revisions Only





**PAGE 3 OF 2024-2025 SCHOOL CHOICE PLAN:**

**A. Background**

The Santa Rosa County School District serves approximately ~~32,000~~ 31,000 pre-kindergarten through grade twelve students in ~~37~~ 36 school centers. These centers include ~~2~~ 1 Pre-K centers, ~~17~~ 16 elementary level schools, 7 middle schools, 6 high schools, 1 K-12 combination school, 1 technical college, 2 K-8 schools, 1 Virtual School and 1 adult school.

**PAGE 5 OF 2024-2025 SCHOOL CHOICE PLAN:**

**3. Parent Request for Student Transfer (In-County and Controlled Open Enrollment)**

(b) The Request for Student Transfer (In-County and Controlled Open Enrollment) period is from ~~April 12-May 28, 2024~~ April 11-May 27, 2025.

**PAGE 7 OF 2024-2025 SCHOOL CHOICE PLAN:**

(l) Student transfers will be considered if one of the following criteria is met in accordance with school capacity:

**In-County Residents**

- d. Students who have siblings enrolled at a school other than their residentially zone school may apply for reassignment to that same school based on sibling support. The student must be attending the school the same year as the requested reassignment. Students assigned for sibling support may remain at the assigned school until they change levels. This request may be denied if the grade level requested for the sibling is over capacity.

**PAGE 9 OF 2024-2025 SCHOOL CHOICE PLAN:**

**F. Application Timelines**

Parents may choose at any time during the year to apply for the School Choice Programs. Parents may submit an application for a school transfer request **beginning** ~~April 12-May 28, 2024~~ April 11-May 27, 2025 for the beginning of the subsequent school year. Applications submitted after ~~May 28, 2024~~ May 27, 2025 may be held until enrollment numbers can be evaluated for the upcoming school year unless the parent/student has established residence in Santa Rosa County. Transfer determinations may not be made prior to the May School Board Meeting each year. ~~Once initial transfer determinations have been made, it is not likely any transfer requests will be considered until after the FTE period in October.~~

**PAGE 9 OF 2024-2025 SCHOOL CHOICE PLAN:**

**Target Timeline for School Choice Determinations**

Draft School Choice Plan to School Board	February School Board Meeting
Post Capacity Chart and Plan on website	<del>April 12, 2024</del> <u>April 11, 2025</u>
Application Window	<del>April 12-May 28 2024</del> <u>April 11-May 27, 2025</u>
In-County, Court Orders, Military Preference to Board	<del>May 2, 2024</del> <u>May 1, 2025</u> School Board Meeting
Parent/Guardian Notifications Begin	<del>May 3, 2024</del> <u>April 12, 2025</u>
Controlled Open Enrollment Transfers to Board	<del>June 13, 2024</del> <u>June 10, 2025</u> School Board Meeting
Parent/Guardian Notifications Begin	<del>June 14, 2024</del> <u>June 11, 2025</u>



## Santa Rosa County District Schools

### Request for Student Transfer Instructions – All Students

1. Students may be reassigned to a school outside of their residential zone with the approval of the Santa Rosa County School Board. The **Request for Student Transfer** form must be completed by a custodial parent or court-awarded guardian. A separate form must be completed for each child requesting a transfer.
  - a. The request for a transfer is initiated by completing this form. All schools will have the Request for Student Transfer form available and the form is also available on the district's web page, <https://santarosaschools.org/en-us/school-choice-transfer-request>.
  - b. The request for transfer period is from ~~April 12-May 28, 2024~~ **April 11-May 27, 2025**. The district grade level director will notify custodial parent or guardian of a decision for the upcoming semester by ~~June 14, 2024~~ **June 11, 2025**. The parent/guardian is responsible for submitting the form to the district grade level director via email or at the Douglas A. Dillon Administrative Center, 6032 Highway 90, Milton, Florida. The request will be presented to the Santa Rosa County School Board for action. Controlled Open Enrollment transfer opportunities will be available after the window closes if capacity is available at the school and grade level of the request.
  - c. All requests not granted as an In-County transfer will be considered based on criteria found in the Controlled Open Enrollment Plan section of the School Choice Plan.
  - d. <https://santarosaschools.org/en-us/school-choice-transfer-request>.
  - e. Requests for transfers under the Controlled Open Enrollment Plan are based solely on available space based on capacity of the requested school. The district will update and publish each school's capacity on its website every twelve weeks <https://santarosaschools.org/en-us/school-choice-transfer-request>. If the number of transfer requests is greater than existing capacity at a requested school, a lottery will be conducted from all requests submitted after the In-County Reassignments, Court Orders, and Military Preference have been decided. These determinations will be made no later than by ~~June 14, 2024~~ **June 11, 2025**.
2. Transfers are considered individually and approval granted on space availability and in accordance with the Student Progression Plan sections 4.111, 5.109 or 6.112, and the Santa Rosa County School Choice Plan. A transfer is not a matter of right and is granted at the discretion of the School Board. If the recommendation to the School Board is to deny the request for the transfer, the parent may address the School Board.
3. The Santa Rosa County School District is NOT responsible for the transportation of students whose request for transfer has been approved.
4. **An approved transfer request shall be for the duration of that child's completion of the highest grade at the school to which the child has been reassigned.** Approved transfers may be revoked if a student displays excessive discipline, poor academic performance, or poor attendance (per SB Policy 5.141).
5. A new request must be submitted when the student progresses from primary school to intermediate school, elementary school or intermediate school to middle school, or from middle school to high school.
6. The eligibility of high school students to participate in interscholastic athletics is controlled by the regulations of the Florida High School Activities Association. Procedures for athletic eligibility will be initiated by the school to which the student is assigned, if applicable.
7. No request for transfer will be processed for a student for whom disciplinary action is pending.



## Santa Rosa County District Schools

### Request for Student Transfer Instructions – All Students

Read the preceding page, "Request for Student Transfer" carefully before completing this application.

A Request for Student Transfer MUST be submitted separately for **EACH** child.

#### Student Information

Student's Full Name: \_\_\_\_\_

Grade Level for School Requested: \_\_\_\_\_ Present Grade: \_\_\_\_\_ Age: \_\_\_\_\_ DOB: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Is this student in Exceptional Student Education (ESE)? ☐ Yes ☐ No

If requesting transfer under FES-UA please check this box: ☐ FES-UA

County of residence\*: \_\_\_\_\_ (\*Non-residents of Santa Rosa

County may only request a transfer through the Controlled Open Enrollment Plan)

Present Address Zoned for Which School: \_\_\_\_\_

School Requested: \_\_\_\_\_ School Presently Attending: \_\_\_\_\_

#### Parent/Guardian Information

Name of Parent/Guardian With Whom Student Resides: \_\_\_\_\_

Residential Address: \_\_\_\_\_ Apartment/Unit #: \_\_\_\_\_ Telephone \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_ Cell/Work Telephone \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

#### Reason for Request

##### In-County Residents

- ☐ **Medical Need** – Attach supporting documentation from diagnosing Physician.
- ☐ My child currently attends the requested school, but we have moved into another school zone.
- ☐ The following academic/extracurricular program (a continuum of courses over multiple years) exists in the requested school and is not available in the school in my residence zone (secondary grade levels only):  
Program: \_\_\_\_\_ (Request will be denied if the requested program is over capacity.)
- ☐ **Sibling Support** – My child has a sibling who currently attends the requested school. The sibling's name is \_\_\_\_\_. I am the legal parent/guardian of both students ☐ Yes ☐ No This request may be denied if the grade level requested for the sibling is over capacity.

##### All Applicants

- ☐ **Court Order** – Attach a copy of official court documentation.
- ☐ **Military Preference** – Attach a copy of most recent orders.

##### Out-of-County residents or In-County residents not meeting other criteria for reassignment

##### ☐ Controlled Open Enrollment

I understand that providing false information shall invalidate a Request for Student Transfer that has been approved by the Santa Rosa County School Board.

I declare that to the best of my knowledge all the information included in this transfer request is true and correct. I further give permission for any and all records, including disciplinary, on the above named student to be released to appropriate personnel of the school to which I am requesting a transfer.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



## Santa Rosa County District Schools

This Page For District Use Only

Date Transfer Request Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

Received By: \_\_\_\_\_

### Transfer Request Details

Enrollment Capacity for School Requested: \_\_\_\_ Projected/Current Enrollment of School Requested:

School: ☐ Open ☐ Closed Entered in Controlled Open Enrollment Lottery: ☐ Yes ☐ No

Success in Lottery: ☐ Yes ☐ No

### DECISION

#### In-County Requests

☐ Meets In-County Criteria, Request **Approved**

☐ In-County request **Denied**, but will be considered under the Controlled Open Enrollment Plan

☐ Court Order, Request, **Approved**

☐ Court Order, Request **Denied** (supporting paperwork missing) but will be considered under the Controlled Open Enrollment Plan

☐ Military Preference **Approved**

☐ Military Preference **Denied** (supporting orders missing or not active duty) but will be considered under the Controlled Open Enrollment Plan

#### Controlled Open Enrollment Requests

☐ Request **Approved**, requested school has capacity, no lottery necessary.

☐ Request **Approved**, per lottery selection, requested school has capacity.

☐ Request **Denied**, requested school **does not** have capacity.

☐ Request **Denied**, because student not selected through Controlled Open Enrollment Lottery.

Parent/Guardian has been notified of this decision? ☐ Yes ☐ No Date of Notification: \_\_\_\_/\_\_\_\_/\_\_\_\_

Notification Method: ☐ Letter/Email ☐ Phone ☐ Conference

SPA entry Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

If student is ESE, can services be provided at requested school? ☐ Yes ☐ No \_\_\_\_\_

Signature of ESE Representative

\_\_\_\_\_  
Signature of Grade Level Director

\_\_\_\_\_  
Date

## School Choice Timeline 2025-2026

Changes due from Amanda Failing, Dana Fleming	January 23, 2025
GLD School Choice Plan Planning Meeting 2:00-3:00 (Room 701)	January 27, 2025
Draft School Choice Plan to School Board Request to Advertise for Public Hearing	February 4, 2025
Public Hearing and Board Approval	April 10, 2025
Post 2025-26 Capacity Chart and Plan on Website	April 11, 2025
Controlled Open Enrollment Application Window	April 11-May 27, 2025
Parent/Guardian Notifications Tentative Approval Begin (All except COE applications)	April 12, 2025
In-County Reassignment, Court Orders, Military Preference to Board	May 1, 2025
Review Controlled Open Enrollment Request/Lotteries	May 28-June 3, 2025
Controlled Open Enrollment Transfers Request to Board	June 10, 2025
Parent/Guardian Notifications Begin (COE)	June 11, 2025

*\*Controlled Open Enrollment transfer opportunities will be available after the window closes if capacity is available at the school and grade level of the request.*

*\*GLDs can give tentative approval prior to May 1<sup>st</sup> Board meeting if applicants meet requirements outlined in SCP for In-county reassignment, court orders, military preference request.*

## Santa Rosa County District Schools

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**Submitted By:** Liz West, Assistant Superintendent for Human Resources

### Human Resources Administrative Agenda

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**Title of Item:** Administrative Agenda  
**Description/Introduction:** Administrative Agenda  
**Recommendation/Action Requested:** School Board Approval

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### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

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### REVIEWERS:

Reviewer	Action	Date
West, Elizabeth	Approved	1/27/2025 - 6:34 PM
Dobbs, Myra	Approved	1/28/2025 - 8:55 AM

### ATTACHMENTS:

Description	Upload Date	Type
Administrative Agenda	1/27/2025	Cover Memo
Administrative Addendum	2/3/2025	Cover Memo



Liz West  
Asst. Superintendent/Human Resources  
6032 Highway 90 Milton, Florida 32570-6706  
Phone: 850/400-7400 ext. 1019  
Facsimile: 850/665-0843  
E-mail: WestE@santarosa.k12.fl.us

**ADMINISTRATIVE**  
**Human Resource Board Agenda**  
February 4, 2025

**MEMORANDUM**

**TO:** Dr. Karen Barber, Superintendent of Schools  
**FROM:** Liz West, Assistant Superintendent for Human Resources  
**RE:** Human Resource Items for Administrative Agenda of School Board

**The following personnel items are submitted for your recommendation and the approval of the School Board of Santa Rosa County:**

**I. PERSONNEL RECOMMENDATIONS:**

**RETIREMENTS**

1. Jernigan-Watson, Stephanie, Teacher, Pace High, effective 02-14-2025

**DEFERRED RETIREMENT OPTION PROGRAM**

1. Bird, James W., Teacher, Gulf Breeze High, effective 01-01-2025
2. Paredes, Carmen, Teacher, ESE Dept, effective 01-01-2025

**DEFERRED RETIREMENT OPTION PROGRAM EXTENSION**

1. Dillashaw, Timothy, Teacher, Pace High, extending through 06-30-2028

**RESIGNATIONS**

1. Cook, Anthony, Paraprofessional IW 1:1 LT, Oriole Beach Elementary, effective 01-13-2025 (last day in paid status 01-10-2025)
2. Cook, Bonnie, Paraprofessional IW 1:1 LT, Oriole Beach Elementary, effective 01-13-2025 (last day in paid status 01-10-2025)
3. Davis, Lawanda N., Paraprofessional IW LT, Wallace Lake K8, effective 01-07-2025 (last day in paid status 01-06-2025)
4. Fry, Raechel, Paraprofessional IW, Pace High, effective 01-07-2025 (last day in paid status 01-06-2025)
5. Hefty, Alicia, Paraprofessional IW, Bagdad Elementary, effective 12-18-2024 (last day in paid status 12-17-2024)
6. Menidiola Urbaneja, Rita, Teacher, Pace High, effective 03-25-2025 (last day in paid status 03-24-2025)
7. Nolan, Denise, Guidance Assessment Asst, Holley Navarre Middle, effective 01-30-2025 (last day in paid status 01-29-2025)
8. Pope, Megan, Teacher Asst. IW, Bennett Russell Elem, effective 01-07-2025 (last day in paid status 01-06-2025)
9. Ray, Natalie, Paraprofessional I, Gulf Breeze Elementary, 02-03-2025 (last day in paid status 01-31-2025)
10. Wilson, Alexis, ESE K-5, Bennett Russell Elem, 02-03-2025 (last day in paid status 01-31-2025)

**APPOINTMENTS: INSTRUCTIONAL**

<u>NAME</u>	<u>SCHOOL</u>	<u>AREA</u>	<u>CERTIFICATIONS</u>	<u>EFF. DATE</u>
1. Blakeney, Heather (interim for Shannon McComb)	East Bay K8	Kindergarten	Elem Ed K-6	01-14-2025

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
Elizabeth Hewey

DISTRICT 3  
Carol Boston

DISTRICT 4  
Charles Elliott

District 5  
Scott Peden



2. Gonzalez, Lindsey	Holley Navarre Middle	ESE Social Thinking	MG Math 5-9@	01-15-2025
3. Gros, Kelli	ESE Dept	18-22 yr old SET Site/Skill	ESE K-12*	01-13-2025
4. McGehee, Melissa (interim for Meghan Mayo)	Jay Elementary	2 <sup>nd</sup> Grade	ESE K-12*, Elem. Ed K-6@	01-17-2025
5. Raulston, Brenda	Rhodes Elementary	ESE CBSA Teacher	ESE K-12, Elementary Ed K-6 and ESOL	01-21-2025
6. Vandervort, Ryan	Milton High	Physical Education	Physical Education K-12 and ESE K-12	01-13-2025
7. Wagner, Alexandra	Bagdad Elem	1 <sup>st</sup> grade	Elem Ed K-6*	01-16-2025
8. Walsh, Jennifer	Pace High	English	English 6-12	01-07-2025

**Certification Notations:** \* means certificate is pending, @ means teaching out of field.

#### INSTRUCTIONAL TRANSFERS

- Alexander, Justin, from Social Science Teacher at MHS to Social Science Teacher at Pace High, effective 01-13-2025
- Goodwin, Joseph, from Math Teacher at King Middle to Dean at Holley Navarre Middle, effective 01-06-2025

#### PART-TIME HOURLY RECORDS

- Meadows, Sheri, Santa Rosa Adult, effective 01-07-2025

#### ED SUPPORT APPOINTMENTS

<u>NAME</u>	<u>SCHOOL/DEPARTMENT</u>	<u>APPOINTMENT</u>	<u>EFF. DATE</u>
1. Arceo, Josiah Gabriel	Holley Navarre Middle	Paraprofessional IW LT 1:1	01-09-2025
2. Hughes, Brianna	Rhodes Elementary	Teacher Assistant IW	01-13-2025
3. Johnson, Amanda	SS Dixon Intermediate	Paraprofessional IW 1:1 LT	01-21-2025
4. Johnson, Jillian	Gulf Breeze Elementary	Paraprofessional IW LT 1:1	01-07-2025
5. Klaban, Andrea	Holley Navarre Intermediate	Paraprofessional IW	01-13-2025
6. Mina, Mariacristina	Bennett Russell Elem.	Paraprofessional I LT	01-13-2025
7. Mulford, Carissa	Pace High	Guidance Assessment Asst.	01-07-2025
8. Ratajczyk, Mary	Hobbs Middle	Paraprofessional IW	01-14-2025
9. Rice, Megan	Holley Navarre Middle	Teacher Asst. IW LT 1:1	01-06-2025
10. Rutherford, Leeta	Milton High	Teacher Asst. IW LT 1:1	01-13-2025

#### ED SUPPORT TRANSFERS

- Edmonds, Katelynn, from Paraprofessional IW at SS Dixon Intermediate to Paraprofessional IW at Rhodes Elementary, effective 01-21-2025

#### 2024 - 2025 PROMOTIONS

- Bane, Susan, from Paraprofessional I to Paraprofessional II, Berryhill Elementary, effective 03-03-2025
- Canales, Kaci N., from Paraprofessional IW to Paraprofessional IIW, Milton High, effective 03-03-2025
- Simmons, Deanna, from Paraprofessional I to Paraprofessional II, Milton High, effective 03-03-2025

#### EMPLOYEE FILLING VACANT POSITION

<u>NAME</u>	<u>SCHOOL/DEPARTMENT</u>	<u>APPOINTMENT</u>	<u>EFF. DATE</u>
1. Shearer, Heather	Gulf Breeze High	Guidance Assessment Asst	01-08-2025

#### 2024- 2025 SUPPLEMENTS

- Beers, Amy, Cell Phone, ESE Dept, effective 01-01-2025
- Caldwell, Timothy, Asst Boys Lacrosse, Gulf Breeze High, effective 01-08-2025
- Douglas, Harding, Spring Head Football, Milton High, effective 12-20-2024
- Failing, Amanda, Cell Phone, ESE Dept, effective 01-01-2025

5. Fultz, Shane, Asst Softball, Gulf Breeze High, effective 12-11-2024
6. Geredman, Corey, Girls Flag Football, Pace High, effective 01-14-2025
7. Grant, Jaylon, Boys Asst Weightlifting, Central School, effective 01-06-2025
8. Howell, Brian, Cell Phone, Pace High, effective 01-01-2025
9. Lackey, James, Boys Head Weightlifting, Central School, effective 01-06-2025
10. Lowrimore, Victor, Cell Phone, Woodlawn Beach Middle, effective 01-01-2025
11. Moore, Laurel, ESE Bodily Fluid, Bennett Russell Elem, effective 12-16-2024
12. Morris, Tamamaria, ESE Bodily Fluid, Milton High, effective 10-01-2024
13. Phillips, Mirandy, ESE Bodily Fluid, Jay Elementary, effective 01-07-2025
14. Rivenbark, Celeste, Teacher, ESE Dept, effective 01-01-2025
15. Rollason, Kristopher, Asst. Wrestling, Pace High, effective 12-20-2024
16. Sablan, Melissa, Asst. Wrestling, Milton High, effective 01-13-2025
17. Smith, Vance, Spring Head Football, Pace High, effective 12-20-2024
18. Stokes, Ryan, Cell Phone, Avalon Middle, effective 01-01-2025
19. Vandervort, Ryan, Spring JV Football, Milton High, effective 01-13-2025
20. Wright, Madison, JV Softball, Central School, effective 12-17-2024

**2024 – 2025 VOLUNTARY SUPPLEMENT SEPARATIONS**

1. Alexander, Justin, JV Baseball, Milton High, effective 01-10-2025
2. Alexander, Justin, Fall and Spring Asst Football, Milton High, effective 01-10-2025
3. Guzouskis, Mark, Fall/Spring 9<sup>th</sup> Grade Football, Pace High, effective 12-20-2024
4. Guzouskis, Mark, Boys Asst. Weightlifting, Pace High, effective 12-20-2024
5. Hefty, Alicia, ESE Bodily Fluid, Bagdad Elem, effective 12-17-2024
6. Smith, Kent, Spring Head Football, Pace High, effective 12-06-2024
7. Smith, Vance, Fall/Spring Asst. Football, Pace High, effective 12-20-2024

**2024– 2025 HOSPITAL HOMEBOUND**

1. Bush, Amelia, Gulf Breeze High, effective 12-16-2024
2. King, Savannah, Holley Navarre Intermediate, effective 12-10-2024
3. Stanford, Sharon, ESE Dept, effective 12-04-2024



Liz West

Asst. Superintendent/Human Resources

6032 Highway 90 Milton, Florida 32570-6706

Phone: 850/400-7400 ext. 1019

Facsimile: 850/665-0843

E-mail: WestE@santarosa.k12.fl.us

**ADMINISTRATIVE**  
**Human Resource Board Addendum**  
February 4, 2025

**MEMORANDUM**

**TO:** Dr. Karen Barber, Superintendent of Schools

**FROM:** Liz West, Assistant Superintendent for Human Resources

**RE:** Human Resource Items for Administrative Agenda of School Board

The following personnel items are submitted for your recommendation and the approval of the School Board of Santa Rosa County:

**I. PERSONNEL RECOMMENDATIONS:**  
**NONE**

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
Elizabeth Hewey

DISTRICT 3  
Carol Boston

DISTRICT 4  
Charles Elliott

District 5  
Scott Peden

## Santa Rosa County District Schools

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**Submitted By:** Liz West, Assistant Superintendent for Human Resources

### Human Resources Administrative Agenda

---

**Title of Item:** Leave and Temporary Duty

**Description/Introduction:** A complete list of Unpaid Leave forms collected during last month, including unpaid personal leave; unearned sick leave; worker's compensation; maternity leave without pay; professional leave without pay; and family medical leave without pay. This list encompasses leave forms with paid leave not charged to any accrued leave, including: military leave and illness in line-of-duty. A complete list of Temporary Duty forms for those employees traveling out-of-county

**Recommendation/Action  
Requested:**

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#### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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#### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

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#### REVIEWERS:

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
West, Elizabeth	Rejected	1/27/2025 - 6:40 PM
Archangel, Rachel	Approved	1/27/2025 - 5:46 PM
West, Elizabeth	Approved	1/27/2025 - 6:55 PM

Dobbs, Myra

Approved

1/28/2025 - 8:56 AM

**ATTACHMENTS:**

**Description**

Temporary Duty

**Upload Date**

1/27/2025

**Type**

Cover Memo

Last	First	TD	Date	Location	approved	un-approved
Adelman	Tiffany	X	1/17/2025	State regional cheer competition-Port St. Joe, FL	X	
Andrus	Christina	X	2/26/25-2/28/25	FEPLN Conference- Orlando,FL	X	
Bagley	Anna	X	1/17/2025	State regional cheer competition-Port St. Joe, FL	X	
Bagley	Garrett	X	1/31/25-2/1/25	Girls Weightlifting Regional Meet- Palm Coast,FL	X	
Baker	Sally	X	2/11/25-2/14/25	Region IV Head Start Annual Conference- Atlanta,GA	X	
Barnett	Hannah	X	1/17/2025	State regional cheer competition-Port St. Joe, FL	X	
Bennett	Whitney	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Briggs	Leslie	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Brown	Katie	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Bunnell	Jennifer	X	1/31/2025	FL State Thespians State Board Meeting- Tampa,FL	X	
Clark	Summer	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Clingan	Jennifer	X	2/9/25-2/12/25	Intergrated Edu. & Training in Corrections- Washington,DC	X	
Colin	Nadia	X	2/18/25-2/20/25	Public Info. Officer Training- Niceville,FL	X	
Connolly	Kimberly	X	3/2/25-3/5/25	IET and AI Marketplace- Howey in the Hills, FL	X	
Cumbie	Jennifer	X	4/3/25-4/6/25	FSPA Convention- Orlando,FL	X	
Enfinger	Robyn	X	3/28/2025	Dairy Farm- Marianna,FL	X	
Erskine	Lela	X	2/11/25-2/14/25	Region IV Head Start Annual Conference- Atlanta,GA	X	
Fischetti	Tracy	X	3/25/25-3/26/25	Leadership Santa Rosa- Tallahassee,FL	X	
Fisher	Kimberly	X	1/31/2025	NJROTC Brain Brawl- Oxford,MS	X	
Fisher	Kimberly	X	3/14/2025	NJROTC Orienteering Nationals- Pelham,AL	X	
Fisher	Michael	X	3/14/2025	NJROTC Orienteering Nationals- Pelham,AL	X	
Green	Diana	X	2/11/25-2/14/25	Region IV Head Start Annual Conference- Atlanta,GA	X	
Gullory	Tiffany	X	3/14/2025	NJROTC Orienteering Nationals- Pelham,AL	X	
Hall	Meghan	X	4/27/25-4/30/25	FASS Spring Conference- Lake Mary,FL	X	
Hancock	Heidi	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Hart	Tammy	X	2/11/25-2/14/25	Region IV Head Start Annual Conference- Atlanta,GA	X	
Haupt	Nancy	X	2/11/25-2/14/25	Region IV Head Start Annual Conference- Atlanta,GA	X	
Heringer	Lawrence	X	2/9/25-2/12/25	Intergrated Edu. & Training in Corrections- Washington,DC	X	
Heringer	Lawrence	X	3/2/25-3/5/25	IET and AI Marketplace- Howey in the Hills, FL	X	
Hess	Sarah	X	4/3/25-4/6/25	FSPA Convention- Orlando,FL	X	
Holland	Phillip	X	2/15/2025	Mu Alpha Theta- Tallahassee,FL	X	
Hoomes	Angela	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Jennings	Kimberly	X	3/7/2025	4th Grade Field Trip- Tallahassee,FL	X	
Jordan	Jacob	X	3/7/2025	4th Grade Field Trip- Tallahassee,FL	X	
Kaunike	Dawn	X	2/9/25-2/12/25	Intergrated Edu. & Training in Corrections- Washington,DC	X	
Kaunike	Dawn	X	3/2/25-3/5/25	IET and AI Marketplace- Howey in the Hills, FL	X	

Kennison	Marci	X	3/1/2025	Wintergaurd Competition- Fort Walton Beach,FL	X	
Kennison	Marci	X	2/15/2025	Wintergaurd Competition-Pace,FL	X	
Kennison	Marci	X	2/1/2025	Wintergaurd Competition-Santa Rosa Beach,FL	X	
Kennison	Marci	X	3/29/2025	Wintergaurd Competition- Cantonment,FL	X	
Kennison	Marci	X	3/15/2025	Wintergaurd Competition- Pensacola,FL	X	
King	Mandy	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
McConnell	Tami	X	1/13/2025	Manatee NBMSS field trip- Orlando,FL	X	
McConnell	Tami	X	2/28/2025	Science Olympiad Regional- Orlando,FL	X	
Melton	Latasha	X	3/1/2025	Wintergaurd Competition- Fort Walton Beach,FL	X	
Melton	Latasha	X	2/15/2025	Wintergaurd Competition-Pace,FL	X	
Melton	Latasha	X	2/1/2025	Wintergaurd Competition-Santa Rosa Beach,FL	X	
Melton	Latasha	X	3/29/2025	Wintergaurd Competition- Cantonment,FL	X	
Melton	Latasha	X	3/15/2025	Wintergaurd Competition- Pensacola,FL	X	
Moye	Tammie	X	3/7/2025	4th Grade Field Trip- Tallahassee,FL	X	
Norton	Loucinda	X	1/30/25-1/31/25	N. FL Procurement Assn. NIGP Chapter- Jacksonville,FL	X	
Nowling	Laci	X	3/7/2025	4th Grade Field Trip- Tallahassee,FL	X	
O'Brien	Jerilyn	X	1/29/25-1/31/25	FL Bold Symposium- Tampa,FL	X	
Patrick	Kimberly	X	4/7/25-4/10/25	Teachstone Inter Act 2025 Class Summit- New Orleans,LA	X	
Piscopo	Tally	X	2/15/2025	Wintergaurd Competition-Pace,FL	X	
Piscopo	Tally	X	2/1/2025	Wintergaurd Competition-Santa Rosa Beach,FL	X	
Piscopo	Tally	X	3/29/2025	Wintergaurd Competition- Cantonment,FL	X	
Piscopo	Tally	X	3/15/2025	Wintergaurd Competition- Pensacola,FL	X	
Piscopo	Tally	X	3/1/2025	Wintergaurd Competition- Fort Walton Beach,FL	X	
Poole	Lucy	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Price	Stacey	X	2/11/25-2/14/25	Region IV Head Start Annual Conference- Atlanta,GA	X	
Pruden	Dena	X	2/28/2025	Science Olympiad Regional- Orlando,FL	X	
Rohan	Kelly	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Sandy	Chris	X	4/7/25-4/10/25	Teachstone Inter Act 2025 Class Summit- New Orleans,LA	X	
Shuping	Kristen	X	1/31/25-2/1/25	Girls Weightlifting Regional Meet- Palm Coast,FL	X	
Smith	Brittany	X	3/7/2025	4th Grade Field Trip- Tallahassee,FL	X	
Steele	Catherine	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
Stephens	David	X	2/3/25-2/6/25	Focus User Conference- Daytona Beach,FL	X	
Taylor	Deborah	X	2/11/25-2/14/25	Region IV Head Start Annual Conference- Atlanta,GA	X	
West	Elizabeth	X	2/26/25-2/28/25	FEPLN Conference- Orlando,FL	X	
White	Kristen	X	2/11/25-2/14/25	Plain Talk About Literacy and Learning- New Orleans,LA	X	
White	Mary	X	2/12/25-2/14/25	Innovate Schools Summit- New York, NY	X	
Whited	Kirk	X	1/17/225	State regional cheer competition-Port St. Joe, FL	X	
Whited	Kirk	X	1/31/25-2/1/25	Girls Weightlifting Regional Meet- Palm Coast,FL	X	

Windfelder	Kasie	X	3/25/25-3/26/25	Leadership Santa Rosa- Tallahassee,FL	X	
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# Santa Rosa County District Schools

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**Submitted By:** Alexandra Timmons

## Human Resources Administrative Agenda

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**Title of Item:** 2024-2025 Annual Inspections

**Description/Introduction:** Date: 01/27/2024

To: Santa Rosa County School District Board Members  
Dr. Karen Barber: Superintendent of Schools

RE: 2024-2025 Santa Rosa County School District Annual Fire  
and Life Safety Inspections

The purpose of this letter is to submit for your review and approval,  
the annual fire and life safety inspection for the following schools or  
facilities:

Santa Rosa Blended Academy  
Santa Rosa Adult High School  
Community School and Transition Program Building  
West Navarre Intermediate School

If you have any questions, please let me know. Thank you.

Tobin Faciane  
Safety Specialist/Fire Inspector I  
Santa Rosa District Schools  
facianet@santarosa.k12.fl.us

**Recommendation/Action  
Requested:** Approve.

---

**Financial Impact:**

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

**Legal Review**

**Does item require legal review?** No

**If Yes, Approval Date**

---

**REVIEWERS:**

**Reviewer**

Timmons, Alexandra

West, Elizabeth

**Action**

Approved

Approved

**Date**

1/27/2025 - 5:19 PM

1/27/2025 - 5:32 PM

**ATTACHMENTS:**

**Description**

**Upload Date**

**Type**

## Santa Rosa County District Schools

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**Submitted By:** Grade Level Directors, April Martin, Elementary, Floyd Smith, Middle, Brian Noack, High

### Curriculum/ Instruction Administrative Agenda

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**Title of Item:** Student Reassignments  
**Description/Introduction:** Student Reassignments  
**Recommendation/Action Requested:** Please approve as submitted

---

### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

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### REVIEWERS:

Reviewer	Action	Date
Thorpe, Mike	Approved	1/28/2025 - 11:45 AM
Dobbs, Myra	Approved	1/28/2025 - 1:01 PM

### ATTACHMENTS:

Description	Upload Date	Type
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## Santa Rosa County District Schools

---

**Submitted By:** Floyd Smith, on behalf of Grade Level Directors

### Curriculum/ Instruction Administrative Agenda

---

**Title of Item:** Suspensions

**Description/Introduction:** List of all students in the District who were given suspension days at their respective school site.

**Recommendation/Action Requested:** Board review is requested.

---

### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

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### REVIEWERS:

Reviewer	Action	Date
Smith, Floyd	Approved	1/28/2025 - 11:42 AM
Thorpe, Mike	Approved	1/28/2025 - 11:45 AM

### ATTACHMENTS:

Description	Upload Date	Type
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## Santa Rosa County District Schools

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**Submitted By:** April Martin, Director of Elementary Ed and District Volunteer Coordinator

### Curriculum/ Instruction Administrative Agenda

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**Title of Item:** Level 1 Volunteers  
**Description/Introduction:** Level 1 volunteers  
**Recommendation/Action Requested:** Approval of Level 1 volunteers

---

### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

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### REVIEWERS:

Reviewer	Action	Date
Martin, April	Approved	1/28/2025 - 10:25 AM
Thorpe, Mike	Approved	1/28/2025 - 12:37 PM

### ATTACHMENTS:

Description	Upload Date	Type
Level 1 volunteers	1/28/2025	Cover Memo
Elementary Level 1 Volunteers	1/28/2025	Cover Memo
Middle Level 1 Volunteers	1/28/2025	Cover Memo

High Level 1 Volunteers  
Specialty Level 1 Volunteers

1/28/2025  
1/28/2025

Cover Memo  
Cover Memo

## **MEMORANDUM**

**TO:** Dr. Barber and School Board Members

**FROM:** April Martin  
Director of Elementary Education

**DATE:** February 4, 2025

**RE:** **School Volunteers for 2024 - 2025**

The total number of School Volunteers for approval during the School Board meeting in February is 133. The overall total for the 2024-2025 school year is 7917.

**Bagdad (2)**

*See attached list*

**Sims (7)**

*See attached list*

**Berryhill (2)**

*See attached list*

**Woodlawn Beach (6)**

*See attached list*

**Dixon Prim (4)**

*See attached list*

**Gulf Breeze High (13)**

*See attached list*

**East Bay K8 (5)**

*See attached list*

**Milton (5)**

*See attached list*

**East Milton (1)**

*See attached list*

**Navarre High (10)**

*See attached list*

**Gulf Breeze Elem (4)**

*See attached list*

**Pace (14)**

*See attached list*

**Holley-Navarre Int (1)**

*See attached list*

**Locklin (2)**

*See attached list*

**Jay Elem (4)**

*See attached list*

**TR Jackson(1)**

*See attached list*

**Oriole Beach (21)**

*See attached list*

**Pea Ridge (6)**

*See attached list*

**West Navarre Int (16)**

*See attached list*

**West Navarre Prim (4)**

*See attached list*

**Avalon (1)**

*See attached list*

**Gulf Breeze Middle (3)**

*See attached list*

**Holley Navarre Middle (1)**

*See attached list*

Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/27/2025

Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: Bagdad Elementary, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

J. Sapp  
Principal Signature (sign each page)

January 27, 2025

Date

1 Gignac, Ashlynn

2 Ethel Phillips

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Level 1 Volunteer Approval List Form

RECEIVED  
1/10/25

Submitted for School Board Meeting to be held on: 2/4/2025

As principal of: Berryhill Elementary, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.



SCREENED FOR SEXUAL PREDATORS (check each page)

1/7/2025

Principal Signature (sign each page)

Date

1 Alcairo, Zachary

2 Sparks, Barbara

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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: S.S. Dixon Primary, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

Mary Grace White  
Principal Signature (sign each page)

1/27/25  
Date

1	<u>Selena Lizen</u>	21	<u></u>
2	<u>Laura Frech</u>	22	<u></u>
3	<u>Donna Puckett</u>	23	<u></u>
4	<u>Baleigh Nall</u>	24	<u></u>
5	<u></u>	25	<u></u>
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Santa Rosa County District Schools  
Level 1 Volunteer Approval List Form

RECEIVED  
1/27/2025

Submitted for School Board Meeting to be held on: Feb. 4, 2025

As principal of: East Bay K-8, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

5

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

V.S. Nbslay  
Principal Signature (sign each page)

1/27/2025  
Date

1 Robert Schohn

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2 Angela Fink

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3 Hannah Hernandez

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4 Candice Durden

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5 Nichole Schohn

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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/17/2025

1

Submitted for School Board Meeting to be held on: Feb. 4, 2025

As principal of: East Milton Elementary, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

  
Principal Signature (sign each page)

1/16/2025  
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- 1 Odum, Sophia
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: 2/4/2025

As principal of: Gulf Breeze Elementary, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

  
Principal Signature (sign each page)

1/27/25  
Date

1 Natalie Ray

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2 Constance Wood

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# Level 1 Volunteer Approval List Form

RECEIVED  
1/27/2025

1

Submitted for School Board Meeting to be held on: February 4th, 2025

As principal of: Holley-Navarre Intermediate, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

*Elizabeth Ann Thompson*  
Principal Signature (sign each page)

January 21st, 2025

Date

1 Angela Fink

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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: Jay Elementary, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

[Signature]  
Principal Signature (sign each page)

January 27, 2025  
Date

- |    |                         |    |         |
|----|-------------------------|----|---------|
| 1  | <u>Crystal Dunsford</u> | 21 | <u></u> |
| 2  | <u>Shane Dunsford</u>   | 22 | <u></u> |
| 3  | <u>Vicky Gignac</u>     | 23 | <u></u> |
| 4  | <u>Toddie Milstead</u>  | 24 | <u></u> |
| 5  | <u></u>                 | 25 | <u></u> |
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: February 4th, 2025

As principal of: Oriole Beach Elementary, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

1.17.25

Date

Principal Signature (sign each page)

1 ANDERSON, LARONDA

2 BURFITT, ELIZABETH

3 CUELLAR, RODRIGO

4 DOUGHTY, JESSICA

5 GROSS, MARIA

6 HARRIS, SACHEL

7 HORNE, CHRISTOPHER

8 JONES, JACKIE

9 KULAK, JONATHAN

10 KULAK, LAUREN

11 LASHIER, NATALIE

12 MACKENZIE, AMBER

13 MCCRAY, ERICA

14 NASH, KRISTIN

15 PLYMALE, BECCA

16 PUCKETT, ASHLEE

17 PUCKETT, BRITTA

18 RAGAN, DAVID

19 SADEN, JENNA

20 SMITH, ROBIN-LYNN

21 WHITE, TARIA

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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/27/2025

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Submitted for School Board Meeting to be held on: January 30, 2025

As principal of: Pea Ridge Elementary School, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

Principal Signature (sign each page)

Date

1/27/2025

1 Walker Wilkins

21 \_\_\_\_\_

2 Megan Wentworth

22 \_\_\_\_\_

3 Linda Powell

23 \_\_\_\_\_

4 William Wallace

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5 Matthew Santillo

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6 Courtney Stoodley

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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

COPY

(16)

Submitted for School Board Meeting to be held on: 2/4/2025

As principal of: Shana Dorsey WNI, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

Shana Dorsey  
Principal Signature (sign each page)

1/27/2025

Date

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|----|----------------------------|----|---------|
| 1  | <u>Linda Johnson</u>       | 21 | <u></u> |
| 2  | <u>Amber Hayes</u>         | 22 | <u></u> |
| 3  | <u>Mariah Palpallatoc</u>  | 23 | <u></u> |
| 4  | <u>Jesse Manchester</u>    | 24 | <u></u> |
| 5  | <u>Henry Lorenzo</u>       | 25 | <u></u> |
| 6  | <u>Victoria Lorenzo</u>    | 26 | <u></u> |
| 7  | <u>Kimberly West</u>       | 27 | <u></u> |
| 8  | <u>Christian Schreiber</u> | 28 | <u></u> |
| 9  | <u>Lindsey Heath</u>       | 29 | <u></u> |
| 10 | <u>Brittany Deboard</u>    | 30 | <u></u> |
| 11 | <u>Kellsey Fricks</u>      | 31 | <u></u> |
| 12 | <u>Alexis Curry</u>        | 32 | <u></u> |
| 13 | <u>Angela Finks</u>        | 33 | <u></u> |
| 14 | <u>Jessy Orsini</u>        | 34 | <u></u> |
| 15 | <u>Michael Mac</u>         | 35 | <u></u> |
| 16 | <u>Cythnia Mcgrath</u>     | 36 | <u></u> |
| 17 | <u></u>                    | 37 | <u></u> |
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/16/2025

4

Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: West Navarre Primary School, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

Principal Signature (sign each page)

01/14/2025  
Date

1 Nancy Huggins

21 \_\_\_\_\_

2 Deanna Cook

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3 Jaci Miller

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4 Brian Bowler

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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/27/25

①

Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: Avalon Middle School, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

1/27/2025

Principal Signature (sign each page)

Date

1 Tracy Nelson

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21 \_\_\_\_\_

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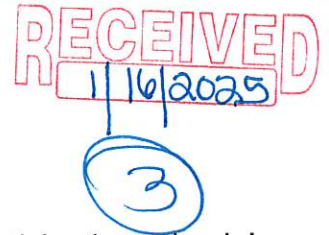
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: Gulf Breeze Middle School, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

*Mel / Sh*

January 15, 2025

Date

Principal Signature (sign each page)

- |                                  |          |
|----------------------------------|----------|
| 1 <u>Collazo, Holly</u>          | 21 _____ |
| 2 <u>Parrish-Ahrens, Christa</u> | 22 _____ |
| 3 <u>Smith, Amanda</u>           | 23 _____ |
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/16/2025

1

Submitted for School Board Meeting to be held on: 2-4-25

As principal of: HNMS, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

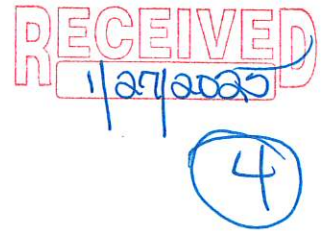
Principal Signature (sign each page)

Date

1-15-25

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|-------------------------|----------|
| 1 <u>Michael Farmer</u> | 21 _____ |
| 2 _____                 | 22 _____ |
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: Feburary 4th

As principal of: Sims Middle School, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

Principal Signature (sign each page)

Date

1/17/25

1	<u>Sarah Dickens</u>	21	<u></u>
2	<u>Kiel Kafka</u>	22	<u></u>
3	<u>Ashley Kinne</u>	23	<u></u>
4	<u>Heather Stokes</u>	24	<u></u>
5	<u></u>	25	<u></u>
6	<u></u>	26	<u></u>
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/16/2025

Submitted for School Board Meeting to be held on: 02/04/2025

6

As principal of: Woodlawn Beach Middle, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

V. L. [Signature]  
Principal Signature (sign each page)

1 / 16 / 25  
Date

1 Bennett, Harley "Vic"

21 \_\_\_\_\_

2 Kennedy, Ashley

22 \_\_\_\_\_

3 Lowerison, Claire

23 \_\_\_\_\_

4 McCann, Beth

24 \_\_\_\_\_

5 Poole, Kate

25 \_\_\_\_\_

6 Willobee, Ashley

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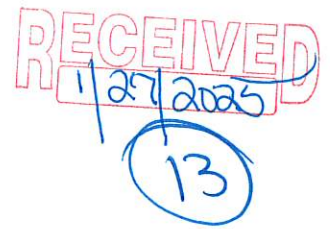
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: February

As principal of: GBHS, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.



SCREENED FOR SEXUAL PREDATORS (check each page)

*Sarah Barker*

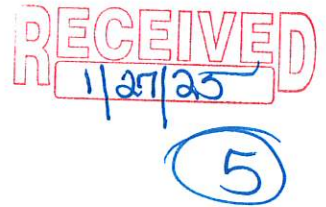
1/27/2025

Principal Signature (sign each page)

Date

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|----|-----------------------------|----|---------|
| 1  | <u>Laurel Reale Borzani</u> | 21 | <u></u> |
| 2  | <u>Stefanie Barnes</u>      | 22 | <u></u> |
| 3  | <u>Lee Barnes</u>           | 23 | <u></u> |
| 4  | <u>Kahe Goodson</u>         | 24 | <u></u> |
| 5  | <u>Jamie Thorn</u>          | 25 | <u></u> |
| 6  | <u>Amy Fay</u>              | 26 | <u></u> |
| 7  | <u>Derrick Crandall</u>     | 27 | <u></u> |
| 8  | <u>Dakota Watson</u>        | 28 | <u></u> |
| 9  | <u>Brandi Marlin</u>        | 29 | <u></u> |
| 10 | <u>Minda Bree Dean</u>      | 30 | <u></u> |
| 11 | <u>Stephaine Mickler</u>    | 31 | <u></u> |
| 12 | <u>Brett Berg</u>           | 32 | <u></u> |
| 13 | <u>Chase Yager</u>          | 33 | <u></u> |
| 14 | <u></u>                     | 34 | <u></u> |
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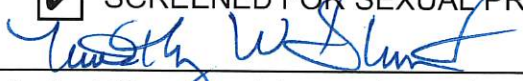
Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: February 5, 2025

As principal of: Milton High School, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

  
Principal Signature (sign each page)

1/27/2025

Date

1 Brandi Ryan Walker

21 \_\_\_\_\_

2 Joshua Pool

22 \_\_\_\_\_

3 Kattelynn Busby

23 \_\_\_\_\_

4 Grayson Kneappel

24 \_\_\_\_\_

5 Lukas Stokes

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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

RECEIVED  
1/27/2025

10

Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: Navarre HS, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

Kari Windfelder  
Principal Signature (sign each page)

1/27/25  
Date

- |    |                           |    |         |
|----|---------------------------|----|---------|
| 1  | <u>Bennett, David</u>     | 21 | <u></u> |
| 2  | <u>Boczar, Mari</u>       | 22 | <u></u> |
| 3  | <u>Cooks, Caleb</u>       | 23 | <u></u> |
| 4  | <u>Garlock, Christine</u> | 24 | <u></u> |
| 5  | <u>Hester, James</u>      | 25 | <u></u> |
| 6  | <u>Hester, Lisa</u>       | 26 | <u></u> |
| 7  | <u>Pittman, Emily</u>     | 27 | <u></u> |
| 8  | <u>Scott, Kristen</u>     | 28 | <u></u> |
| 9  | <u>Smith, Sarah</u>       | 29 | <u></u> |
| 10 | <u>Durden, Lucas</u>      | 30 | <u></u> |
| 11 | <u></u>                   | 31 | <u></u> |
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**

**RECEIVED**  
1/27/2025

14

Submitted for School Board Meeting to be held on: February 27, 2025

As principal of: Pace High School, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

*[Signature]*

1/27/2025

Principal Signature (sign each page)

Date

- |    |                          |    |         |
|----|--------------------------|----|---------|
| 1  | <u>Brooks, James</u>     | 21 | <u></u> |
| 2  | <u>Bugbee, Jessica</u>   | 22 | <u></u> |
| 3  | <u>Busby, April</u>      | 23 | <u></u> |
| 4  | <u>Busby, Cody</u>       | 24 | <u></u> |
| 5  | <u>Elliott, Keith</u>    | 25 | <u></u> |
| 6  | <u>Elliott, Jennifer</u> | 26 | <u></u> |
| 7  | <u>Hess, William</u>     | 27 | <u></u> |
| 8  | <u>Morris, Melissa</u>   | 28 | <u></u> |
| 9  | <u>Pablo, James</u>      | 29 | <u></u> |
| 10 | <u>Pitts, Ty</u>         | 30 | <u></u> |
| 11 | <u>Stokes, Heather</u>   | 31 | <u></u> |
| 12 | <u>Tyner, Jackson</u>    | 32 | <u></u> |
| 13 | <u>Washington, Renee</u> | 33 | <u></u> |
| 14 | <u>Willis, Heather</u>   | 34 | <u></u> |
| 15 | <u></u>                  | 35 | <u></u> |
| 16 | <u></u>                  | 36 | <u></u> |
| 17 | <u></u>                  | 37 | <u></u> |
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Santa Rosa County District Schools  
**Level 1 Volunteer Approval List Form**



Submitted for School Board Meeting to be held on: February 4, 2025

As principal of: Locklin Technical College, a School Volunteer Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement.

☒ SCREENED FOR SEXUAL PREDATORS (check each page)

Principal Signature (sign each page)

1/27/2025

Date

1 Andrew Harp

21 \_\_\_\_\_

2 Alexis Rogers

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## Santa Rosa County Schools Volunteer Approval List Form

As principal of T. R. JACKSON PRE-K CENTER, a School Volunteer

Program participating school, I recommend approval of the following volunteers to serve at our work location. These volunteers have applications on file in our office and have been appropriately screened for placement. 1 SCREENED FOR SEXUAL PREDATORS"

Principal: Nancy Haupt

Date: Jan. 15, 2025

1	Palmer, James	27	
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26		50	

## Santa Rosa County District Schools

---

**Submitted By:** Grade Level Directors, April Martin, Elementary, Floyd Smith, Middle, Brian Noack, High

### Curriculum/ Instruction Administrative Agenda

---

**Title of Item:** Level 2 Volunteers  
**Description/Introduction:** Level 2 Volunteers  
**Recommendation/Action Requested:** Please approve as submitted

---

### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

---

### REVIEWERS:

Reviewer	Action	Date
Thorpe, Mike	Approved	1/28/2025 - 12:37 PM
Dobbs, Myra	Approved	1/28/2025 - 2:36 PM

### ATTACHMENTS:

Description	Upload Date	Type
Elem Level 2 Volunteers	1/28/2025	Cover Memo
MS Level 2 Volunteers	1/28/2025	Cover Memo
HS Level 2 Volunteers	1/28/2025	Cover Memo

## Level 2 Volunteer Approval List Form

Submitted for school board meeting to be held on: \_\_\_\_\_

Grade Level Office: (please check)

Elementary

Middle

High

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## Level 2 Volunteer Approval List Form

Submitted for school board meeting to be held on: \_\_\_\_\_

Grade Level Office: (please check)

Elementary

Middle

High

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## Level 2 Volunteer Approval List Form

Submitted for school board meeting to be held on: February 4, 2025

Grade Level Office: (please check) ☐ Elementary ☐ Middle ☒ High

1 Frazier Jr., Elanders - PHS

2 Greiner, Neo - PHS

3 Lambert, Garrett - PHS

4 Mills, Christopher - PHS

5 Power, Ellana - NHS

6 Sailee, Jacob - PHS

7 Slavin, Colin - PHS

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## Santa Rosa County District Schools

---

**Submitted By:** David Sigurnjak

---

**Title of Item:** Facility Use Requests  
**Description/Introduction:** List of Facility Use Requests  
**Recommendation/Action Requested:**

---

**Financial Impact:**

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

**Legal Review**

**Does item require legal review?** No

**If Yes, Approval Date**

---

**REVIEWERS:**

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
Sigurnjak, David	Approved	1/28/2025 - 12:52 PM
Thorpe, Mike	Approved	1/28/2025 - 12:34 PM

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Facility Use Requests	1/28/2025	Cover Memo

**MILTON OFFICE**  
**6658 Park Avenue**  
**Milton, FL 32570**  
**Phone (850) 983-5650**  
**Fax (850) 983-5655**



**David Sigurnjak, Director**

**GULF BREEZE OFFICE**  
**675 Gulf Breeze Parkway**  
**Gulf Breeze, FL 32561**  
**Phone (850) 934-4095**  
**Fax (850) 934-4097**

January 28, 2025

MEMORANDUM

TO: Dr. Karen Barber, Superintendent  
School Board Members

FROM: David Sigurnjak, Director

RE: School Board Approval for February 4<sup>th</sup>

Please approve the following Requests for Facility Use. Thank you for your consideration.

**Avalon Middle**

Santa Rosa Emergency Management – Responder Training

**Gulf Breeze Elementary**

Pensacola Sports – Double Bridge Run Start/Parking

**Gulf Breeze High**

Pensacola Sports – Double Bridge Run Start/Parking  
Chelsea School District – Use of Batting Cages

**Gulf Breeze Middle**

Pensacola Sports – Double Bridge Run Start/Parking

**King Middle**

Pine Terrace Baptist Church – Food Distribution

**Milton High**

Special Olympics FL – Basketball and Bocce Practices

**Navarre High**

Coastal Fitness Training – Fitness Competition  
Special Olympics FL – Summer Games

**Woodlawn Beach Middle**

Santa Rosa Emergency Management – Responder Training

## Santa Rosa County District Schools

---

**Submitted By:** Floyd Smith, on behalf of Grade Level Directors

### Curriculum/ Instruction Action Agenda

---

<b>Title of Item:</b>	Religious Venue Requests
<b>Description/Introduction:</b>	List of requests made by schools for the use of a religious venue
<b>Recommendation/Action Requested:</b>	Board review is requested

---

### Financial Impact:

<b>A-Funds required from School Board?</b>	No
<b>B-Amount required</b>	
<b>C-Grant/Project Synopsis attached?</b>	No
<b>D-Date Grant/Project Reviewed/Approved by Accountant:</b>	

---

### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

---

### REVIEWERS:

Reviewer	Action	Date
Smith, Floyd	Approved	1/28/2025 - 11:42 AM
Thorpe, Mike	Approved	1/28/2025 - 12:34 PM

### ATTACHMENTS:

Description	Upload Date	Type
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## Santa Rosa County District Schools

---

**Submitted By:** Grade Level Directors, April Martin, Elementary, Floyd Smith, Middle, Brian Noack, High

### Curriculum/ Instruction Administrative Agenda

---

**Title of Item:** Field Trip Requests  
**Description/Introduction:** Field Trips  
**Recommendation/Action Requested:** Please approve as submitted

---

### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

---

### REVIEWERS:

Reviewer	Action	Date
Thorpe, Mike	Approved	1/28/2025 - 12:34 PM
Dobbs, Myra	Approved	1/28/2025 - 2:36 PM

### ATTACHMENTS:

Description	Upload Date	Type
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## Santa Rosa County District Schools

---

**Submitted By:** Travis Fulton, Director of Purchasing and Contract Administration

### **Administrative Administrative Agenda**

---

**Title of Item:** ABM Quarterly Report 020425 - Review Only  
**Description/Introduction:** ABM Quarterly Report 020425 - Review Only  
**Recommendation/Action Requested:** ABM Quarterly Report 020425 - Review Only

---

### **Financial Impact:**

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### **Legal Review**

**Does item require legal review?** No  
**If Yes, Approval Date**

---

### **REVIEWERS:**

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
Fulton, Travis	Approved	1/27/2025 - 1:11 PM
Harrell, Joey	Approved	1/27/2025 - 1:37 PM

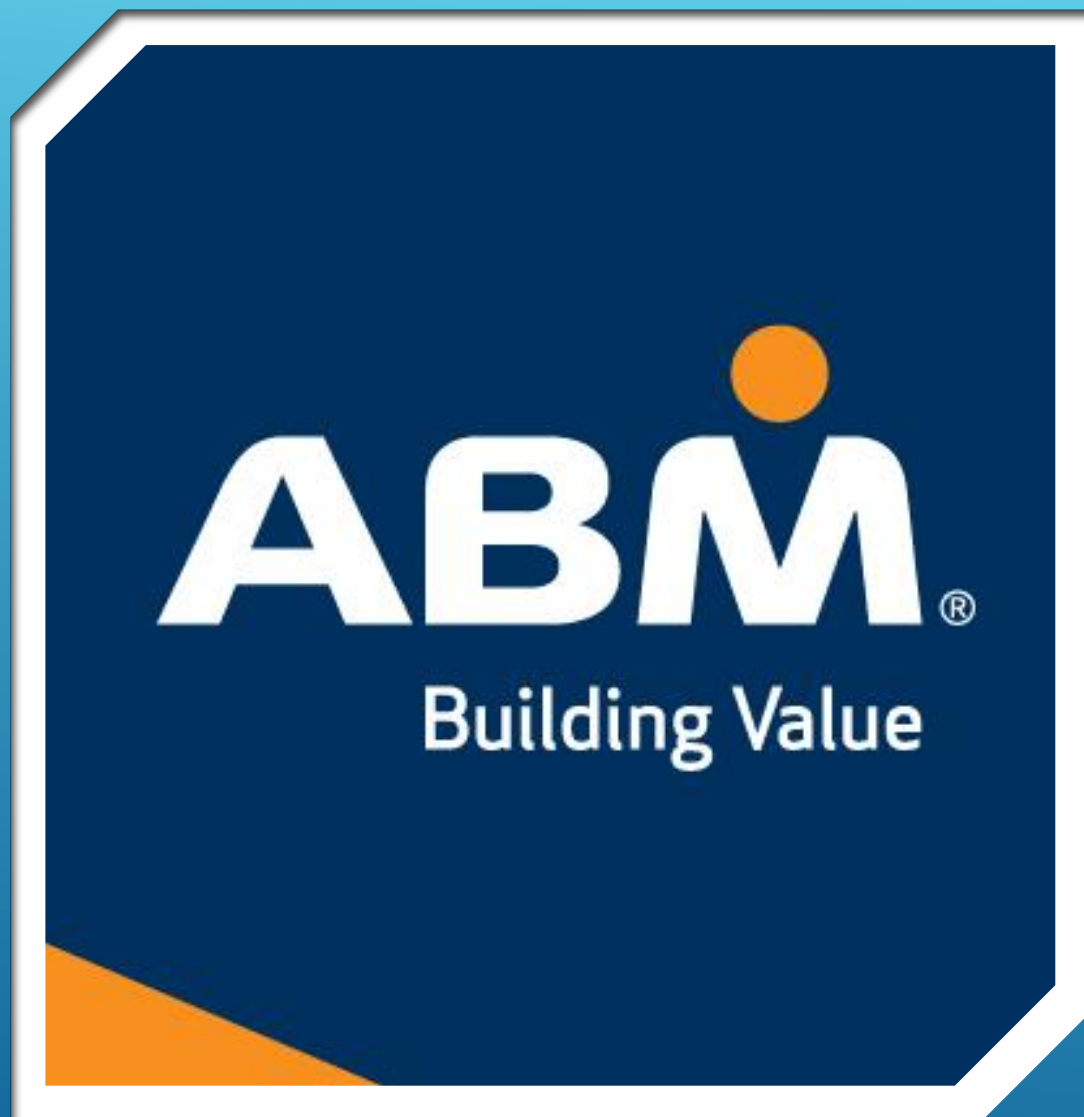
### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
ABM Quarterly Report 020425 - Review Only	1/27/2025	Cover Memo

SANTA ROSA COUNTY DISTRICT SCHOOLS  
**DOUGLAS A. DILLON  
ADMINISTRATIVE CENTER**

**February 4, 2025**





## ABM OPERATIONAL UPDATE NOVEMBER 2024 – JANUARY 2025

- ▶ Staffing and Recruiting Report
- ▶ Work Order Data
- ▶ Quarterly Custodial Report Card
- ▶ SREY Custodian of the Year
- ▶ Clean School of the Quarter



## Santa Rosa Custodial Staffing/Recruiting

- **HR Staffing Report**

Date: 01/24/2025	FTEs	Filled	Vacancy
Management & Staff	10	10	0
Custodial FTEs	179	164	15
Grounds	8	7	1
<b>Total</b>	197	181	16

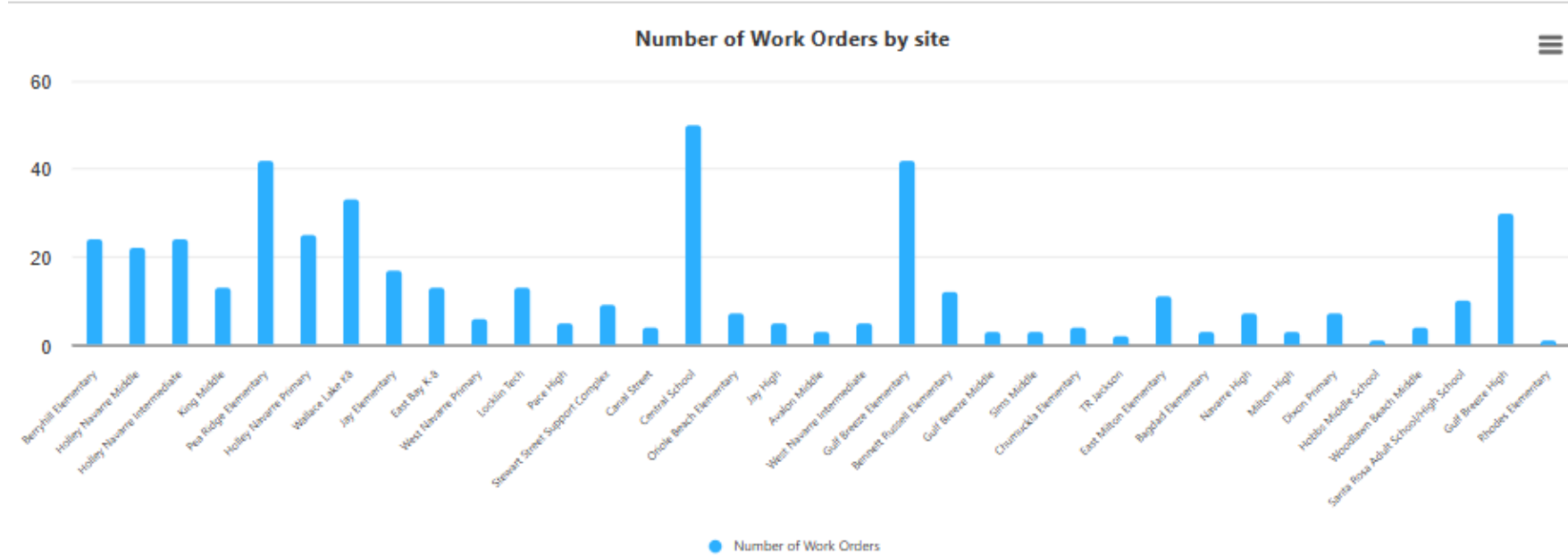
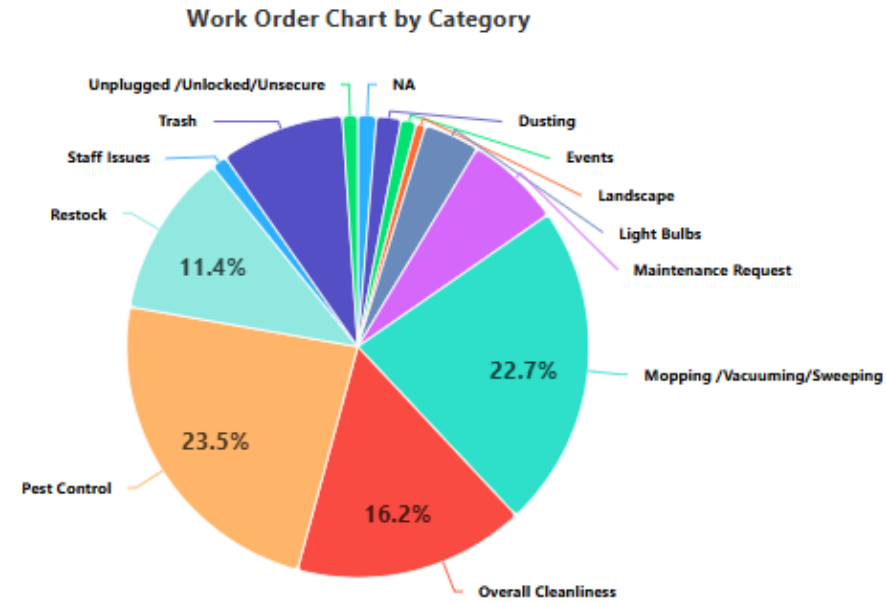
\* FTE = Full Time Employee

- **Current Custodial Staffing is: 92%**
  - Vacancies addressed by staff overtime and recruitment team efforts
- **Team Member Referrals**
  - Using team member referral program to incentivize existing employees to refer quality friends and family for employment.
- **Recruitment Efforts**
  - Appcast Job Advertising that leverages AI for targeted add placement
- **Current Average Wage Rates**
  - November 2024 – January 2025: 55,989.42 hours – \$14.27 Average Wage Rate

November 2024 – January 2025

Total number of Work Orders for selected period: 466  
Number of Category Selected: 0  
Sunburst Chart of Work Orders selected by Floor/Unit





November 2024 – January 2025

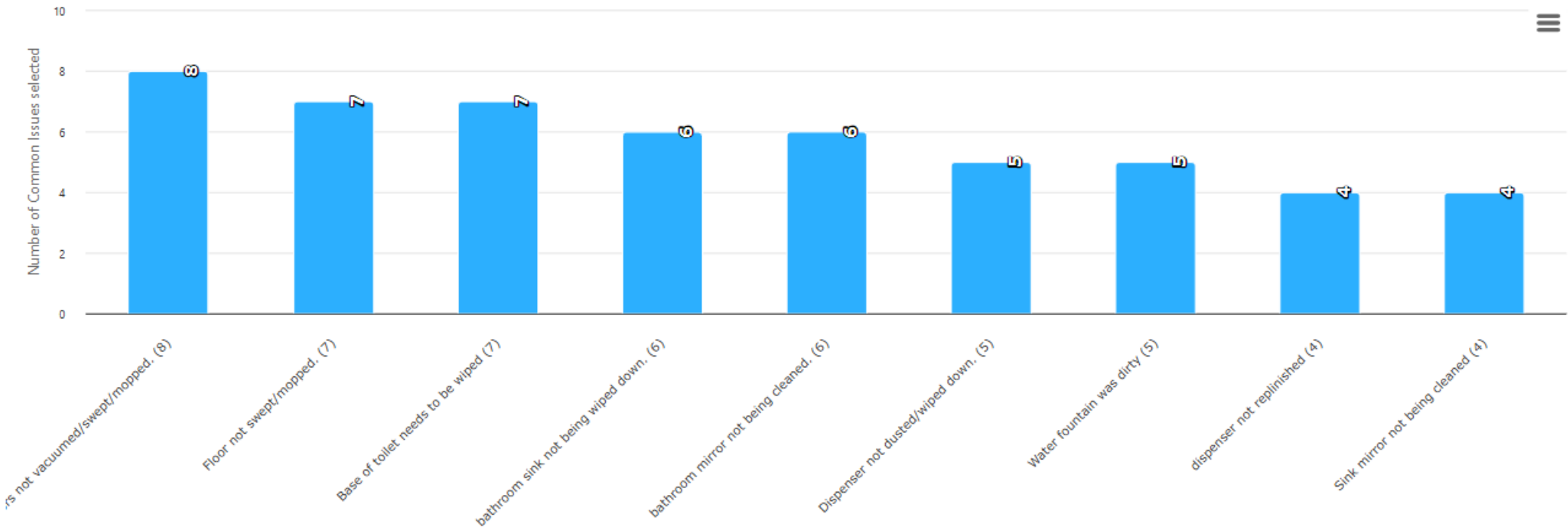
# Inspection Data Top Ten

From 11/01/2024 to 01/26/2025

Common Issues Bar Chart

Total Rounds conducted for period selected: 182

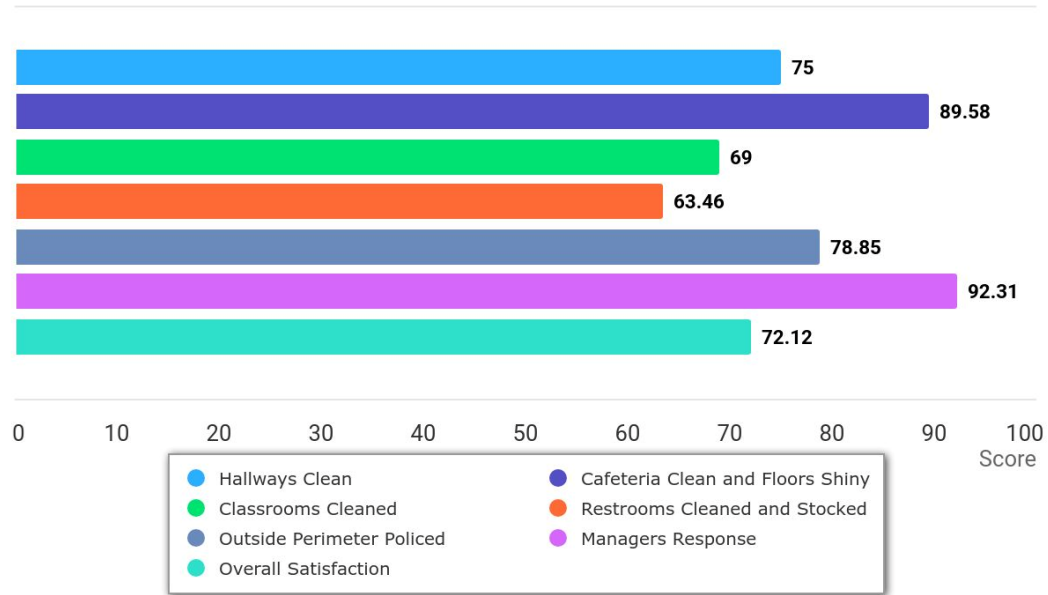
215 Common Issues selected



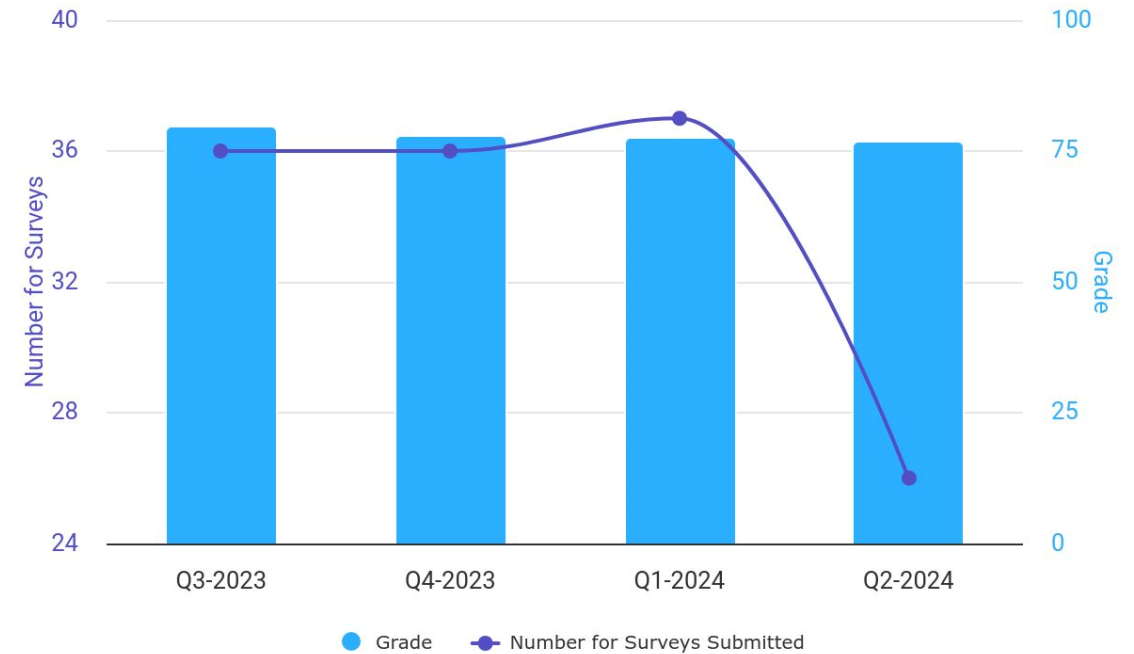
# Quarterly Report Card

## Report Card Category Performance

All Sites



## Number for Surveys Submitted



Highcharts.com





## SREY CUSTODIAN OF THE YEAR RECOGNITION

- ▶ Day Custodian Kristen Snow
- ▶ Bennett Russell Elementary
- ▶ Serving SRCDS Since 2001

# Clean School of the Quarter

## TBD at the time of Information Cutoff

Several thin, white, parallel diagonal lines are located in the bottom right corner of the slide, extending from the right edge towards the center.





# Questions/Comments

## Santa Rosa County District Schools

---

**Submitted By:** Travis Fulton, Director of Purchasing and Contract Administration

### **Administrative Administrative Agenda**

---

**Title of Item:** Non-Competitive Contracts 020425

**Description/Introduction:** Non-Competitive Contracts 020425

**Recommendation/Action Requested:** Informational

---

### **Financial Impact:**

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### **Legal Review**

**Does item require legal review?** No

**If Yes, Approval Date**

---

### **REVIEWERS:**

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
Fulton, Travis	Approved	1/27/2025 - 1:11 PM
Harrell, Joey	Approved	1/27/2025 - 1:37 PM

### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Non-Competitive Contracts 020425	1/27/2025	Cover Memo



Travis Fulton  
NIGP-CPP, CPPB  
Director of Purchasing and Contract Administration  
6544 Firehouse Road, Milton, Florida 32570-3411  
Phone: (o)850-983-5130  
(c)850-380-0278  
E-mail: [fultont@santarosa.k12.fl.us](mailto:fultont@santarosa.k12.fl.us)  
Website: <https://santarosaschools.org/purch>

February 4, 2025

Dr. Karen Barber  
Superintendent of Schools  
6032 Highway 90  
Milton, FL 32570

Dear Dr. Barber,

Notification to the Board of the execution of non-competitively sourced contracts that were above the prescribed threshold established by School Board Policy 7.70(2).

Sincerely,

Travis Fulton

TF/SLP

Att.: 3

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
Elizabeth Hewey

DISTRICT 3  
Carol Boston

DISTRICT 4  
Charles Elliott

DISTRICT 5  
Scott Peden

Vendor	Amount	P.O. #	Purchase	Requested by / Dept.	Justification
LEGO Education US	\$51,423.00	736617	LEGO Education SPIKE Prime Sets	Charlin Knight / Director of Workforce Education	TIPS Contract #210902



**State Tax Exemption #**  
858012622341C0  
**Federal Employer Identification #**  
596000845

**SANTA ROSA COUNTY  
SCHOOLS**  
**Purchase Order**  
Standard - LEGO Education  
Contract #TIPS Contract #  
210902

**PO# 736617**

01/17/2025

Vendor (V000019845)

Show P.O. Number on all shipping containers,  
packing lists, correspondences, and invoices.

☐ Checked box indicates order must be fully received and invoiced by 06/30/2025.  
Cancellations must be in writing. No backorders without buyer approval.

**Ship To**  
VOC/TECH & ADULT  
6032 HIGHWAY 90  
MILTON, FL 32570  
850-983-5058

LEGO BRAND RETAIL INC, DBA LEGO EDUCATION US  
100 PRINT SHOP ROAD  
ENFIELD, CT 06082  
US

**Bill To**  
VOC/TECH & ADULT  
6032 HIGHWAY 90  
MILTON, FL 32570  
850-983-5058

Item #	Description	Quantity	UOM	Unit Price	Amount
45678	LEGO Education SPIKE Prime Set	129		398.6279	51,423.00
<b>Total</b>					51,423.00

Fund	Function	Object	Facility	Project	Program	Amount
400	5300	642	9008	46825	300	51,423.00

Bryan Gabbard  
Purchasing Manager

**Comments for vendor:**

See updated Quote > QUO-89489-D4R7F0 / 1

**Terms & Conditions:**

1. A public employer, contractor, or subcontractor may not enter into a contract unless each party to the contract registers with and uses the E-Verify system. If a contractor enters into a contract with a subcontractor, the subcontractor must provide the contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract.
2. Do not exceed quantities or price without prior approval.
3. No substitutions without prior approval.
4. Normal terms of payment shall be "Net 45 Days" after receipt of goods or completion of services AND vendor invoice is received by the District.
5. Payment will be made only to the vendor listed above.
6. Collect shipments will be refused.
7. When contract is federally funded, retention of all required records is to be for three years after grantees or sub grantees make final payments and all other pending matters are closed in accordance with 2 CFR 200.333.
8. Termination per 2 CFR Appendix II to Part 200(B) and Florida Statute 287.058 for contracts exceeding \$10,000: a. The School Board may terminate an agreement, in part or in whole, for its convenience or the failure of the vendor to fulfill contractual obligations. The School Board shall terminate by delivering to the vendor a written Notice of Termination specifying the nature, extent and effective date of the termination. Upon receipt of the notice, the vendor shall: i. Immediately discontinue all services affected (unless the notice directs otherwise). ii. Deliver to the School Board all information, papers, reports and other materials accumulated or generated in performing the contract, whether completed or in progress. b. If the termination is for the convenience of the School Board, the School Board shall only be liable for payment for services rendered before the effective date of the termination. c. If the termination is due to the failure of the vendor to fulfill its obligations under the contract, The School Board may: i. Require the vendor to deliver any work described in the Notice of Termination ii. Take over and prosecute

the same to completion by contract of otherwise and the vendor shall be liable for any additional cost incurred by the School Board. iii. Withhold any payments to the vendor for purpose of set-off or partial payment, as the case may be, of amounts owed by the School Board to the vendor. d. In the event of termination for cause, the School Board shall be liable to the vendor for reasonable costs incurred by the vendor before the effective date of the termination. Any dispute shall be decided by the School Board's Director of Purchasing and Contract Administration.

9. The Jessica Lunsford Act: The Santa Rosa County School District reserves the right to refuse to accept services from any personnel deemed by the Santa Rosa County School District to be unqualified, disorderly, or otherwise unable to perform assigned work. This law, effective September 1, 2005, affects your business if you, your employees or your agents will have access to school grounds when students are present, have direct contact with students or have access to or control of school funds. A copy of House Bill 1877, which was approved by the Governor on May 2, 2005 (Chapter 2005-28, L.O.F., section 21) may be found by accessing the following link on the internet: [http://laws.flrules.org/files/Ch\\_2005-028.pdf](http://laws.flrules.org/files/Ch_2005-028.pdf). The requirements of this new law must be met in order for the School Board to continue working with you. The implementation procedures for this new law, as well as the amendment of July 2007, are posted on our website, at: <http://srcsdhumanresources.weebly.com/jessica-lunsford.html>
10. It is a condition of this Purchase Order that the vendor will comply with all Federal, State and Local laws, ordinances and rules, including but not limited to self-reporting if listed on the Federal Suspension and Debarment list and if convicted of Public Entity Crimes.

## Santa Rosa County District Schools

---

**Submitted By:** Travis Fulton, Director of Purchasing and Contract Administration

### Administrative Action Agenda

---

**Title of Item:** Surplus 020425  
**Description/Introduction:** Surplus 020425  
**Recommendation/Action Requested:** Request Approval

---

### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

---

### REVIEWERS:

Reviewer	Action	Date
Fulton, Travis	Approved	1/27/2025 - 1:11 PM
Harrell, Joey	Approved	1/27/2025 - 1:37 PM

### ATTACHMENTS:

Description	Upload Date	Type
Surplus 020425	1/27/2025	Cover Memo



Travis Fulton  
NIGP-CPP, CPPB  
Director of Purchasing and Contract Administration  
6544 Firehouse Road, Milton, Florida 32570-3411  
Phone: (o)850-983-5130  
(c)850-380-0278  
Email: [fultont@santarosa.k12.fl.us](mailto:fultont@santarosa.k12.fl.us)  
Website: <https://santarosaschools.org/purch>

---

MEMO

To: Dr. Karen Barber, Superintendent  
School Board Members

From: Travis Fulton  
Director of Purchasing and Contract Administration

Date: February 04, 2025

RE: Surplus Assets

It is requested that the School Board declare the property listed on the attached to be surplus.

No present or future need can be found within the Santa Rosa County School System for these items.

If you have any questions, please contact me.

Sincerely,

Travis Fulton

TF/JJB  
Att:1

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
Elizabeth Hewey

DISTRICT 3  
Carol Boston

DISTRICT 4  
Charles Elliott

DISTRICT 5  
Scott Peden



Santa Rosa County District Schools  
Disposed of Inventory  
School Board Meeting 02/04/2025

<u>Barcode</u>	<u>Description</u>	<u>Serial #</u>	<u>Manufacturer</u>	<u>Life</u> <u>Expectancy</u>	<u>Acquisition Date</u>	<u>Original</u> <u>Value</u>	<u>Accumulated</u> <u>Depreciation</u>	<u>Net Current</u> <u>Value</u>
Y20623	TOOL-LATHE	15263	HUNTER	15 Years	8/11/1994	6252	6252	0
Grand Total:						6,252.00	6,252.00	-

## Santa Rosa County District Schools

---

**Submitted By:** Joey Harrell, Assistant Superintendent for Administrative Services

### Administrative Action Agenda

---

**Title of Item:** DAG Architects Agenda Items

**Description/Introduction:** Review status of current projects:

- TR Jackson Pre-K Kitchen Renovation Project
- Southend High School
- Wallace Lake K-8

**Recommendation/Action Requested:** For review only

---

### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

---

### REVIEWERS:

Reviewer	Action	Date
Harrell, Joey	Approved	1/28/2025 - 11:42 AM
Dobbs, Myra	Approved	1/28/2025 - 12:16 PM

### ATTACHMENTS:

Description	Upload Date	Type
DAG Agenda Items	1/28/2025	Cover Memo

School Plant Planning Items for the  
Santa Rosa County School Board Meeting  
02-04-2025  
5:30 P.M.  
Canal Street Board Room



Destin  
Tallahassee  
Pensacola  
Panama City  
Panama City Beach

**Change Orders**

- None at this time

**Final Construction Payments / Fees**

- None at this time

**Recommendations / Status of Projects**

- **TR Jackson Pre-K Kitchen Renovation Project**
  - Project is out for bidding and has been submitted to Santa Rosa County for Plan Review. Pre-bid Meeting scheduled for 2/11/25. Bid Opening scheduled 2/18/25.
- **Soundside High School Site Visit-** Discuss scheduling a Construction Site Visit for School Board Members in late February or early March. Proposed dates: February: 25, 26, 27, March: 4, 5, 6.
- **Soundside High School- work in progress:**
  - a. Cafeteria & H.S. West Wing
    - a. Interior masonry and exterior masonry veneer in progress.
    - b. Tile installation in progress.
    - c. Interior painting at CMU walls in progress.
  - b. H.S. East Wing and Administration
    - a. Fire Protection piping installation in progress.
    - b. Electrical Rough-in above ceiling is underway.
    - c. Pre-hanging drywall.
    - d. Fireproofing is being installed.
    - e. Exterior stud framing, sheathing and weather barrier, and insulation installation continues.
    - f. Window installation in progress.
  - c. Gym
    - a. Roof joists installed. Roof deck being installed.
    - b. Interior masonry and exterior masonry veneer in progress.
    - c. Electrical in wall Rough-in 3<sup>rd</sup> floor is underway.
    - d. Metal roof deck installation in progress.
  - d. Fieldhouse, Site, and Sports Facilities
    - a. Fieldhouse CMU walls in progress.
    - b. Concrete Paving at outdoor basketball court and mechanical yard.
    - c. Retaining walls at stadium in progress.
    - d. Foundations and floor slab poured at restrooms and concessions.

- **Wallace Lake K-8**

The contractor continues to make repairs and complete punch list items. Work is anticipated to be complete this Spring.

## Santa Rosa County District Schools

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**Submitted By:** Joey Harrell, Assistant Superintendent for Administrative Services

### Administrative Action Agenda

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**Title of Item:** McKim & Creed Agenda Items

**Description/Introduction:** Review status of current projects:

- Southend High School
- 2025 Athletic Surfaces Safety Rehab-

1. SS Dixon Intermediate- \$60,789.41	Preliminary Costs estimates
3. Holley Navarre Middle- \$109,578.21	2. Gulf Breeze Middle- \$135,285.80
5. Thomas L Sims Middle- \$47,618.28	4. King Middle- \$153,525.73
6. West Navarre Intermediate- \$46,201.69	
- Under the Continuing Contract for Civil Engineering Services a lump sum fee of \$70,148.00 is proposed.

**Recommendation/Action Requested:** Requesting Board approval

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#### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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#### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

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#### REVIEWERS:

Reviewer	Action	Date
Harrell, Joey	Rejected	1/28/2025 - 3:26 PM
Byrd, Katie	Approved	1/28/2025 - 2:31 PM
Harrell, Joey	Approved	1/28/2025 - 3:38 PM
Dobbs, Myra	Approved	1/28/2025 - 3:57 PM

#### ATTACHMENTS:

Description	Upload Date	Type
McKim & Creed Agenda Items	1/28/2025	Cover Memo
2025 Rehab Estimates	1/28/2025	Backup Material

January 28, 2025

RE: School Plant Planning Items for Board Meeting  
February 4, 2025 – 5:30 P.M. – Canal Street

1. CHANGE ORDER(S):

- a. None at this time.

2. FINAL CONSTRUCTION PAYMENTS AND FEES:

- a. None at this time.

3. REVIEW STATUS OF CURRENT PROJECTS:

a. Southend High School

- i. McKim & Creed performed a site visit January 27<sup>th</sup> confirming utility boring work has begun within FDOT right-of-way. Will continue to update as work progresses.

b. Fiscal Year 2025 Athletic Surfaces Safety Rehab

- i. Scope of work to include milling of existing basketball court asphalt course to the base material and repaving a new 1.5" structural course and 1" surface course for Dixon Intermediate, Gulf Breeze Middle, Kind Middle, Sims Middle, and West Navarre Intermediate. Holley-Navarre will require full depth removal and replacement due to existing conditions of the asphalt and soil conditions. Additionally, drainage improvements within the basketball courtyard of Gulf Breeze Middle are included within the scope.
- ii. The proposed work will be divided into north end and south end plans to allow bidding flexibility based on the expedited schedule and contractor availability.
- iii. Preliminary costs for the project have been estimated at \$553,000 and broken down per school below. Average prices were calculated for each line item utilizing Escambia County's General Paving and Drainage Pricing Agreement.

1. SS Dixon Intermediate	\$60,789.41
2. Gulf Breeze Middle School	\$135,285.80
3. Holley-Navarre Middle School	\$109,578.21
4. King Middle School	\$153,525.73
5. Thomas L Sims Middle School	\$47,618.28
6. West Navarre Intermediate	\$46,201.69
- iv. Under the Continuing Contract for Civil Engineering Services, a lump sum fee of \$70,148.00 is proposed, per Article 2.2 of the reference contract. Invoices are to be submitted monthly based on the progress percent complete of each phase.
- v. Requesting approval.

4. CONSTRUCTION BIDS:

- a. None at this time.

**SS Dixon Intermediate School**
**PD 22-23.126 General Paving and Drainage Pricing Agreement**

<b>02100-00100</b>	<b>Mobilization</b>				
02100-00104	Mobilization, 46 + Miles	1	EA	\$6,120.00	\$ 6,120.00
<b>04100-00100</b>	<b>Cut and Fill</b>				
04100-00101	Earthwork Excavation by machine	139	CY	\$9.47	\$ 1,315.28
04100-00120	Final Grading and Seal Rolling Prior to Paving	633	SY	\$1.73	\$ 1,095.67
<b>05200-00100</b>	<b>Roadway</b>				
05200-00106	1 1/2" Type SP 12.5 Asphalt, over 1500sy	633	SY	\$11.30	\$ 7,156.67
<b>05500-00100</b>	<b>Milling</b>				
05500-00103	Mill Existing Asphalt, 1.5" - 3" Thickness, less than 1500sy	633	SY	\$5.14	\$ 3,255.33
<b>05600-00100</b>	<b>Patch and Removal</b>				
05600-00106	Remove Existing Asphalt, 3" Average Depth	633	SY	\$5.28	\$ 3,344.00
05600-00108	Saw cut Existing Asphalt	100	LF	\$2.83	\$ 283.00
<b>06100-00100</b>	<b>Stabilization</b>				
06100-00109	Prime Coat	633	SY	\$1.18	\$ 747.33
<b>07400-00100</b>	<b>Signing</b>				
07400-00101	Relocate Poles	6	EA	\$250.00	\$ 1,500.00
<b>08100-00100</b>	<b>Curb and Gutter</b>				
08100-00110	1' Ribbon Curb, Per County Detail	300	LF	\$25.52	\$ 7,656.00
<b>08300-00100</b>	<b>Sidewalk</b>				
08300-00101	4' Fiber Reinforced Concrete Sidewalk, less than 100lf	70	LF	\$29.78	\$ 2,084.60
<b>08500-00100</b>	<b>Removal</b>				
08500-00101	Saw cut Existing Concrete, up to 6" thick	150	LF	\$4.31	\$ 646.50
08500-00103	Remove Existing Concrete, up to 6" thick	19	SY	\$8.08	\$ 150.83
<b>09100-00600</b>	<b>County Inlets</b>				
09100-00609	8" X 12" X 12" Yard Drain (per County Detail)	1	EA	\$1,844.60	\$ 1,844.60
09100-00615	Clean Out for Underdrain, Paved Surface	1	EA	\$1,026.47	\$ 1,026.47
<b>09100-00900</b>	<b>Inlet Adjustments and Modifications</b>				
09100-00910	Connect to Existing Inlet	1	EA	\$1,344.11	\$ 1,344.11
<b>09200-00100</b>	<b>(HDPE) High Density Polyethylene Pipe, Double Wall</b>				
09200-00105	12" HDPE DW Pipe, 0'-6' depth	110	LF	\$32.68	\$ 3,594.80
<b>13100-00100</b>	<b>Stabilization</b>				
13100-00101	Centipede Sod, Staked	375	SY	\$3.98	\$ 1,492.50
<b>13300-00100</b>	<b>Erosion Control</b>				
13300-00102	Silt Fence Type III	500	LF	\$3.02	\$ 1,510.00
13300-00110	Construct Stabilized Gravel Construction Entrance	30	SY	\$19.78	\$ 593.40

Contingencies & Incidentals	30	%	<b>\$ 14,028.33</b>
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**Grand Total \$ 60,789.41**

\$ 552,999.11

**Gulf Breeze Middle School**

**PD 22-23.126 General Paving and Drainage Pricing Agreement**

<b>02100-00100</b>	<b>Mobilization</b>				
02100-00104	Mobilization, 46 + Miles	1	EA	\$6,120.00	\$ 6,120.00
<b>04100-00100</b>	<b>Cut and Fill</b>				
04100-00106	Earthwork Establishing Grade	1,572	SY	\$2.64	\$ 4,149.20
04100-00120	Final Grading and Seal Rolling Prior to Paving	1,572	SY	\$1.73	\$ 2,718.98
<b>05200-00100</b>	<b>Roadway</b>				
05200-00106	1 1/2" Type SP 12.5 Asphalt, over 1500sy	1,572	SY	\$11.30	\$ 17,759.83
<b>05600-00100</b>	<b>Patch and Removal</b>				
05600-00106	Remove Existing Asphalt, 3" Average Depth	1,572	SY	\$5.28	\$ 8,298.40
05600-00108	Saw cut Existing Asphalt	300	LF	\$2.83	\$ 849.00
<b>06100-00100</b>	<b>Stabilization</b>				
06100-00106	12" Stabilized Subgrade, over 1000sy	1,572	SY	\$3.57	\$ 5,610.85
06100-00109	Prime Coat	1,572	SY	\$1.18	\$ 1,854.57
<b>06200-00100</b>	<b>Base</b>				
06200-00102	4" Graded aggregate Base "Min. LBR 100 at 100% Modified Proctor", over 1000sy	1,572	SY	\$18.26	\$ 28,698.63
<b>07300-00100</b>	<b>Thermoplastic Marking</b>				
07300-00101	Thermoplastic 4" Solid Stripe, White or Yellow	1,250	LF	\$1.05	\$ 1,312.50
<b>07400-00100</b>	<b>Signing</b>				
07400-00101	Basketball Pole	5	EA	\$2,000.00	\$ 10,000.00
<b>08100-00100</b>	<b>Curb and Gutter</b>				
08100-00110	1' Ribbon Curb, Per County Detail	100	LF	\$25.52	\$ 2,552.00
<b>09100-00600</b>	<b>County Inlets</b>				
09100-00609	8" X 12" X 12" Yard Drain (per County Detail)	1	EA	\$1,844.60	\$ 1,844.60
09100-00616	Clean Out for Underdrain, Unpaved Surface	2	EA	\$746.09	\$ 1,492.18
<b>09100-00900</b>	<b>Inlet Adjustments and Modifications</b>				
09100-00910	Connect to Existing Inlet	1	EA	\$1,344.11	\$ 1,344.11
<b>09200-00100</b>	<b>(HDPE) High Density Polyethylene Pipe, Double Wall</b>				
09200-00105	12" HDPE DW Pipe, 0'-6' depth	150	LF	\$32.68	\$ 4,902.00
<b>13100-00100</b>	<b>Stabilization</b>				
13100-00101	Centipede Sod, Staked	378	SY	\$3.98	\$ 1,504.44
<b>13300-00100</b>	<b>Erosion Control</b>				
13300-00102	Silt Fence Type III	815	LF	\$3.02	\$ 2,461.30
13300-00110	Construct Stabilized Gravel Construction Entrance	30	SY	\$19.78	\$ 593.40

Contingencies & Incidentals	30	%	\$ 31,219.80
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<b>Grand Total</b>	<b>\$ 135,285.80</b>
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**Holley-Navarre Middle School**
**PD 22-23.126 General Paving and Drainage Pricing Agreement**

<b>02100-00100</b>	<b>Mobilization</b>				
02100-00104	Mobilization, 46 + Miles	1	EA	\$6,120.00	\$ 6,120.00
<b>04100-00100</b>	<b>Cut and Fill</b>				
04100-00106	Earthwork Establishing Grade	1,167	SY	\$2.64	\$ 3,080.00
04100-00120	Final Grading and Seal Rolling Prior to Paving	1,167	SY	\$1.73	\$ 2,018.33
<b>05200-00100</b>	<b>Roadway</b>				
05200-00106	1 1/2" Type SP 12.5 Asphalt, over 1500sy	1,167	SY	\$11.30	\$ 13,183.33
<b>05600-00100</b>	<b>Patch and Removal</b>				
05600-00106	Remove Existing Asphalt, 3" Average Depth	1,167	SY	\$5.28	\$ 6,160.00
<b>06100-00100</b>	<b>Stabilization</b>				
06100-00106	12" Stabilized Subgrade, over 1000sy	1,167	SY	\$3.57	\$ 4,165.00
06100-00109	Prime Coat	1,167	SY	\$1.18	\$ 1,376.67
<b>06200-00100</b>	<b>Base</b>				
06200-00102	4" Graded aggregate Base "Min. LBR 100 at 100% Modified Proctor", over 1000sy	1,167	SY	\$18.26	\$ 21,303.33
<b>07300-00100</b>	<b>Thermoplastic Marking</b>				
07300-00101	Thermoplastic 4" Solid Stripe, White or Yellow	1,250	LF	\$1.05	\$ 1,312.50
<b>07400-00100</b>	<b>Signing</b>				
07400-00101	Relocate Poles	4	EA	\$250.00	\$ 1,000.00
<b>08100-00100</b>	<b>Curb and Gutter</b>				
08100-00110	1' Ribbon Curb, Per County Detail	462	LF	\$25.52	\$ 11,790.24
<b>08500-00100</b>	<b>Removal</b>				
08500-00103	Remove Existing Concrete, up to 6" thick	600	SY	\$8.08	\$ 4,848.00
08500-00105	Remove Existing Curb	462	LF	\$8.64	\$ 3,991.68
<b>13100-00100</b>	<b>Stabilization</b>				
13100-00101	Centipede Sod, Staked	272	SY	\$3.98	\$ 1,083.44
<b>13300-00100</b>	<b>Erosion Control</b>				
13300-00102	Silt Fence Type III	750	LF	\$3.02	\$ 2,265.00
13300-00110	Construct Stabilized Gravel Construction Entrance	30	SY	\$19.78	\$ 593.40

Contingencies & Incidentals	30	%	<b>\$ 25,287.28</b>
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<b>Grand Total</b>	<b>\$ 109,578.21</b>
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**King Middle School**
**PD 22-23.126 General Paving and Drainage Pricing Agreement**

<b>02100-00100</b>	<b>Mobilization</b>				
02100-00104	Mobilization, 46 + Miles	1	EA	\$6,120.00	\$ 6,120.00
<b>04100-00100</b>	<b>Cut and Fill</b>				
04100-00106	Earthwork Establishing Grade	3,077	SY	\$2.64	\$ 8,122.69
04100-00120	Final Grading and Seal Rolling Prior to Paving	3,077	SY	\$1.73	\$ 5,322.83
<b>05200-00100</b>	<b>Roadway</b>				
05200-00106	1 1/2" Type SP 12.5 Asphalt, over 1500sy	3,077	SY	\$11.30	\$ 34,767.59
<b>05400-00100</b>	<b>Preservation</b>				
05400-00101	Crack Relief with Polymer Mix, less than 1500 SY	183	SY	\$31.43	\$ 5,762.17
<b>05500-00100</b>	<b>Milling</b>				
05500-00103	Mill Existing Asphalt, 1.5" - 3" Thickness, less than 1500sy	3,077	SY	\$5.14	\$ 15,814.64
<b>05600-00100</b>	<b>Patch and Removal</b>				
05600-00106	Remove Existing Asphalt, 3" Average Depth	3,077	SY	\$5.28	\$ 16,245.39
<b>06100-00100</b>	<b>Stabilization</b>				
06100-00109	Prime Coat	3,077	SY	\$1.18	\$ 3,630.60
<b>07300-00100</b>	<b>Thermoplastic Marking</b>				
07300-00101	Thermoplastic 4" Solid Stripe, White or Yellow	1,875	LF	\$1.05	\$ 1,968.75
<b>07400-00100</b>	<b>Signing</b>				
07400-00101	Basketball Pole	6	EA	\$2,000.00	\$ 12,000.00
<b>08100-00100</b>	<b>Curb and Gutter</b>				
08100-00110	1' Ribbon Curb, Per County Detail	200	LF	\$25.52	\$ 5,104.00
<b>13100-00100</b>	<b>Stabilization</b>				
13100-00101	Centipede Sod, Staked	133	SY	\$3.98	\$ 530.67
<b>13300-00100</b>	<b>Erosion Control</b>				
13300-00102	Silt Fence Type III	700	LF	\$3.02	\$ 2,114.00
13300-00110	Construct Stabilized Gravel Construction Entrance	30	SY	\$19.78	\$ 593.40

Contingencies & Incidentals	30	%	<b>\$ 35,429.01</b>
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<b>Grand Total</b>	<b>\$ 153,525.73</b>
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**Thomas L Sims Middle School**
**PD 22-23.126 General Paving and Drainage Pricing Agreement**

<b>02100-00100</b>	<b>Mobilization</b>				
02100-00104	Mobilization, 46 + Miles	1	EA	\$6,120.00	\$ 6,120.00
<b>04100-00100</b>	<b>Cut and Fill</b>				
04100-00106	Earthwork Establishing Grade	651	SY	\$2.64	\$ 1,718.64
04100-00120	Final Grading and Seal Rolling Prior to Paving	651	SY	\$1.73	\$ 1,126.23
<b>05200-00100</b>	<b>Roadway</b>				
05200-00106	1 1/2" Type SP 12.5 Asphalt, over 1500sy	651	SY	\$11.30	\$ 7,356.30
<b>05500-00100</b>	<b>Milling</b>				
05500-00103	Mill Existing Asphalt, 1.5" - 3" Thickness, less than 1500sy	651	SY	\$5.14	\$ 3,346.14
<b>05600-00100</b>	<b>Patch and Removal</b>				
05600-00106	Remove Existing Asphalt, 3" Average Depth	651	SY	\$5.28	\$ 3,437.28
<b>06100-00100</b>	<b>Stabilization</b>				
06100-00109	Prime Coat	651	SY	\$1.18	\$ 768.18
<b>07300-00100</b>	<b>Thermoplastic Marking</b>				
07300-00101	Thermoplastic 4" Solid Stripe, White or Yellow	710	LF	\$1.05	\$ 745.50
<b>07400-00100</b>	<b>Signing</b>				
07400-00101	Relocate Poles	6	EA	\$250.00	\$ 1,500.00
<b>08100-00100</b>	<b>Curb and Gutter</b>				
08100-00110	1' Ribbon Curb, Per County Detail	300	LF	\$25.52	\$ 7,656.00
<b>13100-00100</b>	<b>Stabilization</b>				
13100-00101	Centipede Sod, Staked	189	SY	\$3.98	\$ 751.78
<b>13300-00100</b>	<b>Erosion Control</b>				
13300-00102	Silt Fence Type III	500	LF	\$3.02	\$ 1,510.00
13300-00110	Construct Stabilized Gravel Construction Entrance	30	SY	\$19.78	\$ 593.40

Contingencies & Incidentals	30	%	<b>\$ 10,988.83</b>
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**Grand Total \$ 47,618.28**

**West Navarre Intermediate School**
**PD 22-23.126 General Paving and Drainage Pricing Agreement**

<b>02100-00100</b>	<b>Mobilization</b>				
02100-00104	Mobilization, 46 + Miles	1	EA	\$6,120.00	\$ 6,120.00
<b>04100-00100</b>	<b>Cut and Fill</b>				
04100-00106	Earthwork Establishing Grade	593	SY	\$2.64	\$ 1,565.23
04100-00120	Final Grading and Seal Rolling Prior to Paving	593	SY	\$1.73	\$ 1,025.70
<b>05200-00100</b>	<b>Roadway</b>				
05200-00106	1 1/2" Type SP 12.5 Asphalt, over 1500sy	593	SY	\$11.30	\$ 6,699.64
<b>05500-00100</b>	<b>Milling</b>				
05500-00103	Mill Existing Asphalt, 1.5" - 3" Thickness, less than 1500sy	593	SY	\$5.14	\$ 3,047.45
<b>05600-00100</b>	<b>Patch and Removal</b>				
05600-00106	Remove Existing Asphalt, 3" Average Depth	593	SY	\$5.28	\$ 3,130.45
<b>06100-00100</b>	<b>Stabilization</b>				
06100-00109	Prime Coat	593	SY	\$1.18	\$ 699.61
<b>07300-00100</b>	<b>Thermoplastic Marking</b>				
07300-00101	Thermoplastic 4" Solid Stripe, White or Yellow	750	LF	\$1.05	\$ 787.50
<b>07400-00100</b>	<b>Signing</b>				
07400-00101	Relocate Poles	6	EA	\$250.00	\$ 1,500.00
<b>08100-00100</b>	<b>Curb and Gutter</b>				
08100-00110	1' Ribbon Curb, Per County Detail	300	LF	\$25.52	\$ 7,656.00
<b>13100-00100</b>	<b>Stabilization</b>				
13100-00101	Centipede Sod, Staked	189	SY	\$3.98	\$ 751.78
<b>13300-00100</b>	<b>Erosion Control</b>				
13300-00102	Silt Fence Type III	650	LF	\$3.02	\$ 1,963.00
13300-00110	Construct Stabilized Gravel Construction Entrance	30	SY	\$19.78	\$ 593.40

Contingencies & Incidentals	30	%	<b>\$ 10,661.93</b>
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**Grand Total      \$ 46,201.69**

## Santa Rosa County District Schools

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**Submitted By:** Joey Harrell, Assistant Superintendent for Administrative Services

### Administrative Action Agenda

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**Title of Item:** Center for Innovation

**Description/Introduction:** Requesting Board approval for spot survey to add the Center for Innovation as Building 2 under the Dillon Center for the leasing period.

**Recommendation/Action Requested:** Requesting Board Approval

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### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

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### REVIEWERS:

Reviewer	Action	Date
Harrell, Joey	Approved	1/28/2025 - 12:24 PM
Dobbs, Myra	Approved	1/28/2025 - 12:24 PM

### ATTACHMENTS:

Description	Upload Date	Type
Facility Inventory	1/28/2025	Cover Memo



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

ORGANIZATION: 57-SANTA ROSA COUNTY SCHOOL DISTRICT  
FACILITY: DOUGLAS A DILLON ADMINISTRATIVE CENTER  
FACILITY USE: ALL

**DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT**



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

**FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER**

Primary Use: COUNTY  
ADMINISTRATION

Grades Housed: CA - CA

DOE Validation Date:

Capital Outlay Classification: ANCILLARY RECOMMENDED FOR CONTINUED  
USE

### MASTER SCHOOL ID

MSID	Name	Status
9001	SANTA ROSA DISTRICT OFFICE	Default

### CAPITAL OUTLAY FTE

### SCHOOL CAPACITY

SCHOOL CAPACITY	YEAR ROUND CAPACITY	UTILIZATION FACTOR	PRIMARY USE
0	0	0.00	COUNTY ADMINISTRATION

### PARCEL: 45

6032 Highway 90

Milton, FL 32570

Parking: DEVELOPED	Owner: SCHOOL BOARD	Fire: 5
Athletic: NO ATHLETIC FACILITY	Water: PUBLIC	Police: CITY
Sewage: PUBLIC	Plan: NONE ON PARCEL	Drainage: ADEQUATE
Landscape: DEVELOPED	Playground: NO PARK/PUBLIC ACCESS	Acreage: 9.00
Date Acquired: 12/20/2016		Lease Expiration Date:



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

Owner: SCHOOL BOARD	Light: ADEQUATE	Cooling: COMBINATION OF 1-3
Use: COUNTY ADMINISTRATION	Mech Vent: ADEQUATE	Heat Source: ELECTRIC
Year Constructed: 2017	Artificial Lighting: COMBINATION OF 1-6	Heat Distribution: CENTRAL HOT AIR
Year Modified:	Educational TV: COMBINATION OF 1-8	Heat Capacity: ADEQUATE
Average Age NSF: 2017	Intercom: NONE	Walls: OTHER
Relocatable Units: 0	Telephone: NONE	Struct Comp: CONCRETE
Stories: 1		Corridor: DOUBLE INSIDE

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
101	308	422	MAIN LOBBY & SWITCHBOARD	0	01	OTHER	2017	SATISFACTORY	1	45	41
102	164	401	ANCILLARY CONFERENCE ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41
103	87	821	STAFF RESTROOM (BOTH SEXES)	0	01	OTHER	2017	SATISFACTORY	1	45	41
104	116	422	MAIN LOBBY & SWITCHBOARD	0	01	CARPET	2017	SATISFACTORY	1	45	41
105	120	703	ELECTRICAL ROOM	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
106	177	700	INSIDE CIRCULATION	0	01	CARPET	2017	SATISFACTORY	1	45	41
107	192	415	MAIL ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41
111	8140	700	INSIDE CIRCULATION	0	01	CARPET	2017	SATISFACTORY	1	45	41
121	216	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
122	101	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
123	117	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41





# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
124	105	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
125	104	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
126	105	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
127	466	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
128	105	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
129	104	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
130	102	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
131	105	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
132	119	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
133	188	425	ASSISTANT DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
133A	24	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
134	129	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
135	252	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
135A	23	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
136	101	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
137	102	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
138	102	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
139	101	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
140	103	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
141	103	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
142	105	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
143	118	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
144	105	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
145	102	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
146	103	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
147	102	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
148	104	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
149	177	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
150	108	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
151	115	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
200	122	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
201	284	406	ASSISTANT SUPERINTENDENTS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
201A	27	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
202	121	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
203	255	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
203A	24	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
204	121	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
205	260	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
205A	20	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
206	121	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
207	253	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
207A	21	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
208	108	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
209	121	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
210	264	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
210A	22	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
211	121	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
212	255	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
212A	24	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
213	129	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
214	255	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
214A	24	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
215	129	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
216	258	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
216A	22	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
217	127	402	SUPERINTENDENTS SECRETARY	0	01	CARPET	2017	SATISFACTORY	1	45	41
218	77	700	INSIDE CIRCULATION	0	01	CARPET	2017	SATISFACTORY	1	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
219	59	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
220	296	400	SUPERINTENDENTS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
220A	31	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
221	105	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
222	169	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
223	121	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
224	177	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
225	122	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
226	179	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
226A	49	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
227	123	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
228	180	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
229	122	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
230	180	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
230A	49	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
231	106	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
232	105	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
233	106	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
234	108	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
235	107	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
236	106	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
301	1150	408	BUSINESS OPERATIONS WORK AREA	0	01	CARPET	2017	SATISFACTORY	1	45	41
302	106	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
303	114	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
304	109	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
305	111	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
306	117	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
307	249	413	CENTRAL REPRODUCTION & COPY	0	01	CARPET	2017	SATISFACTORY	1	45	41
308	111	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
309	280	427	STAFF DEVELOPMENT/INSTRUCTION	0	01	CARPET	2017	SATISFACTORY	1	45	41
401	89	500	PROGRAMMER ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41
402	91	500	PROGRAMMER ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41
403	89	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
404	89	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
405	88	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
406	90	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
407	88	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
408	90	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
409	87	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
410	90	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
411	87	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
412	89	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
413	89	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
414	91	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
415	89	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
416	101	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
417	119	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
418	111	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
419	114	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
501	452	408	BUSINESS OPERATIONS WORK AREA	0	01	CARPET	2017	SATISFACTORY	1	45	41
502	139	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
503	179	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
504	118	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
505	104	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
602	1038	408	BUSINESS OPERATIONS WORK AREA	0	01	CARPET	2017	SATISFACTORY	1	45	41
603	103	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
604	112	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
605	114	407	ANCILLARY ADMINISTRATIVE OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
606	137	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
607	252	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
607A	21	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
608	25	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
609	139	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
610	286	406	ASSISTANT SUPERINTENDENTS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
610A	15	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
611	125	403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
612	257	424	DIRECTORS OFFICE	0	01	CARPET	2017	SATISFACTORY	1	45	41
612A	14	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
701	329	401	ANCILLARY CONFERENCE ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41
702	442	401	ANCILLARY CONFERENCE ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41
703A	1197	402	SUPERINTENDENTS SECRETARY	0	01	CARPET	2017	SATISFACTORY	1	45	41
703B	989	700	INSIDE CIRCULATION	0	01	CARPET	2017	SATISFACTORY	1	45	41
704	785	427	STAFF DEVELOPMENT/INSTRUCTION	0	01	CARPET	2017	SATISFACTORY	1	45	41
705	712	427	STAFF DEVELOPMENT/INSTRUCTION	0	01	CARPET	2017	SATISFACTORY	1	45	41
706	723	427	STAFF DEVELOPMENT/INSTRUCTION	0	01	CARPET	2017	SATISFACTORY	1	45	41
707	362	401	ANCILLARY CONFERENCE ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
708	341	401	ANCILLARY CONFERENCE ROOM	0	01	CARPET	2017	SATISFACTORY	1	45	41
801	635	421	ANCILLARY STAFF LOUNGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
802	430	421	ANCILLARY STAFF LOUNGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
803	383	413	CENTRAL REPRODUCTION & COPY	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
804	172	824	ANCILLARY RESTROOM (MALE)	0	01	OTHER	2017	SATISFACTORY	1	45	41
805	173	825	ANCILLARY RESTROOM (FEMALE)	0	01	OTHER	2017	SATISFACTORY	1	45	41
806	302	421	ANCILLARY STAFF LOUNGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
807	210	413	CENTRAL REPRODUCTION & COPY	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
808	250	824	ANCILLARY RESTROOM (MALE)	0	01	OTHER	2017	SATISFACTORY	1	45	41
809	250	825	ANCILLARY RESTROOM (FEMALE)	0	01	OTHER	2017	SATISFACTORY	1	45	41
811	278	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
812	498	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
813	457	401	ANCILLARY CONFERENCE ROOM	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
814	458	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
815	1531	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
816	457	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
817	199	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	CARPET	2017	SATISFACTORY	1	45	41
901	116	418	ANCILLARY ADMINISTRATIVE STORAGE	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
902	135	416	ANCILLARY CUSTODIAL SERVICES	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41





# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 1

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
903	289	702	MECHANICAL ROOM	0	01	CONCRETE	2017	SATISFACTORY	1	45	41
903A	306	703	ELECTRICAL ROOM	0	01	CONCRETE	2017	SATISFACTORY	1	45	41
904	137	703	ELECTRICAL ROOM	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
905	99	702	MECHANICAL ROOM	0	01	CONCRETE	2017	SATISFACTORY	1	45	41
906	594	416	ANCILLARY CUSTODIAL SERVICES	0	01	CONCRETE	2017	SATISFACTORY	1	45	41
907	67	702	MECHANICAL ROOM	0	01	CONCRETE	2017	SATISFACTORY	1	45	41
908	68	416	ANCILLARY CUSTODIAL SERVICES	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41
910	54	416	ANCILLARY CUSTODIAL SERVICES	0	01	COMPOSITION TILE	2017	SATISFACTORY	1	45	41

	Satisfactory		Unsatisfactory		Failed Standards		Scheduled For Replacement	
	Square Feet	Student Stations	Square Feet	Student Stations	Square Feet	Student Stations	Square Feet	Student Stations
Permanent	41,771	0	0	0				
TOTAL	41,771	0	0	0	0	0	0	0



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 2 - CENTER FOR INNOVATION

Owner: LEASE PURCHASE	Light: INADEQUATE	Cooling: CENTRAL
Use: COMBINATION	Mech Vent: ADEQUATE	Heat Source: ELECTRIC
Year Constructed: 2025	Artificial Lighting: SHIELDED FLORESCENT	Heat Distribution: CENTRAL HOT AIR
Year Modified:	Educational TV: NONE	Heat Capacity: ADEQUATE
Average Age NSF: 2025	Intercom: TWO WAY PARTIAL	Walls: CONCRETE
Relocatable Units: 0	Telephone: PARTIAL SYSTEM	Struct Comp: CONCRETE
Stories: 1		Corridor: NONE

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
001	282	304	RECEPTION AREA	0	01	OTHER	2025	SATISFACTORY	2	45	41
002	50	822	PUBLIC USE RESTROOM (MALE)	0	01	OTHER	2025	SATISFACTORY	2	45	41
003	359	306	CONFERENCE ROOM	0	01	OTHER	2025	SATISFACTORY	2	45	41
004	847	2	INTERMEDIATE/MIDDLE CLASSROOM (4-8)	22	01	OTHER	2025	SATISFACTORY	2	45	41
005	759	2	INTERMEDIATE/MIDDLE CLASSROOM (4-8)	22	01	OTHER	2025	SATISFACTORY	2	45	41
006	429	535	SMALL ENGINE SHOP	0	01	OTHER	2025	SATISFACTORY	2	45	41
006A	128	702	MECHANICAL ROOM	0	01	OTHER	2025	SATISFACTORY	2	45	41
007	1040	2	INTERMEDIATE/MIDDLE CLASSROOM (4-8)	22	01	OTHER	2025	SATISFACTORY	2	45	41



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

DISTRICT: 57 SANTA ROSA COUNTY SCHOOL DISTRICT

FACILITY: 41-F DOUGLAS A DILLON ADMINISTRATIVE CENTER

BUILDING: 2 - CENTER FOR INNOVATION

ROOM	NET SQ FT	DESIGN CODE	DESCRIPTION	STU STA	FLR LOC	FLOOR COVER	YEAR CONST	CONDITION	BLDG	PAR	FAC
008	608	520	CARPENTRY SHOP	0	01	OTHER	2025	SATISFACTORY	2	45	41
009	632	2	INTERMEDIATE/MIDDLE CLASSROOM (4-8)	22	01	OTHER	2025	SATISFACTORY	2	45	41
010	1693	361	MULTIPURPOSE ROOM (DINING)	0	01	OTHER	2025	SATISFACTORY	2	45	41
010A	248	362	MULTIPURPOSE ROOM CHAIR STORAGE	0	01	OTHER	2025	SATISFACTORY	2	45	41
010B	38	707	TELEPHONE EQUIPMENT/COMMUNICATION CLOSET	0	01	OTHER	2025	SATISFACTORY	2	45	41
011	224	816	STUDENT RESTROOM (FEMALE)	0	01	OTHER	2025	SATISFACTORY	2	45	41
012	222	815	STUDENT RESTROOM (MALE)	0	01	OTHER	2025	SATISFACTORY	2	45	41
013	49	821	STAFF RESTROOM (BOTH SEXES)	0	01	OTHER	2025	SATISFACTORY	2	45	41
014	49	821	STAFF RESTROOM (BOTH SEXES)	0	01	OTHER	2025	SATISFACTORY	2	45	41
015	83	702	MECHANICAL ROOM	0	01	OTHER	2025	SATISFACTORY	2	45	41
016	23	331	CUSTODIAL SERVICE CLOSET	0	01	OTHER	2025	SATISFACTORY	2	45	41
017	182	301	ASSISTANT PRINCIPAL/OTHER OFFICE	0	01	OTHER	2025	SATISFACTORY	2	45	41
018	184	300	PRINCIPAL/DIRECTOR OFFICE	0	01	OTHER	2025	SATISFACTORY	2	45	41

	Satisfactory		Unsatisfactory		Failed Standards		Scheduled For Replacement	
	Square Feet	Student Stations	Square Feet	Student Stations	Square Feet	Student Stations	Square Feet	Student Stations
Permanent	8,129	88	0	0				
TOTAL	8,129	88	0	0	0	0	0	0



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

STUDENT STATIONS BY DESIGN CODE FOR:

FACILITY: DOUGLAS A DILLON ADMINISTRATIVE CENTER

Design Code	Design Code Description	Satis Stu Sta			Unsat Stu Sta			Sat Tot	Unsat Tot	Satis Rooms			Unsatis Rooms			Fail Std Stu Sta	Repl Stu Sta	Fail Std Rooms	Repl Rooms
		Perm	Mod	Relo	Perm	Mod	Relo			Perm	Mod	Relo	Perm	Mod	Relo	Relo	Relo	Relo	Relo
00002	INTERMEDIATE/MIDDLE CLASSROOM (4-8)	88	0	0	0	0	0	88	0	4	0	0	0	0	0	0	0	0	0
00300	PRINCIPAL/DIRECTOR OFFICE	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00301	ASSISTANT PRINCIPAL/OTHER OFFICE	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00304	RECEPTION AREA	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00306	CONFERENCE ROOM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00331	CUSTODIAL SERVICE CLOSET	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00361	MULTIPURPOSE ROOM (DINING)	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00362	MULTIPURPOSE ROOM CHAIR STORAGE	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00400	SUPERINTENDENTS OFFICE	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00401	ANCILLARY CONFERENCE ROOM	0	0	0	0	0	0	0	0	6	0	0	0	0	0	0	0	0	0
00402	SUPERINTENDENTS SECRETARY	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
00403	ANCILLARY SECRETARIAL/CLERICAL OFFICE	0	0	0	0	0	0	0	0	24	0	0	0	0	0	0	0	0	0
00406	ASSISTANT SUPERINTENDENTS OFFICE	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
00407	ANCILLARY ADMINISTRATIVE OFFICE	0	0	0	0	0	0	0	0	55	0	0	0	0	0	0	0	0	0
00408	BUSINESS OPERATIONS WORK AREA	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0
00413	CENTRAL REPRODUCTION & COPY	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0
00415	MAIL ROOM	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00416	ANCILLARY CUSTODIAL SERVICES	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0
00418	ANCILLARY ADMINISTRATIVE STORAGE	0	0	0	0	0	0	0	0	33	0	0	0	0	0	0	0	0	0
00421	ANCILLARY STAFF LOUNGE	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0
00422	MAIN LOBBY & SWITCHBOARD	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
00424	DIRECTORS OFFICE	0	0	0	0	0	0	0	0	10	0	0	0	0	0	0	0	0	0
00425	ASSISTANT DIRECTORS OFFICE	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
00427	STAFF DEVELOPMENT/INSTRUCTION	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0



# FLORIDA INVENTORY OF SCHOOL HOUSES (FISH)

## FACILITY INVENTORY REPORT

STUDENT STATIONS BY DESIGN CODE FOR:

FACILITY: DOUGLAS A DILLON ADMINISTRATIVE CENTER

Design Code	Design Code Description	Satis Stu Sta			Unsat Stu Sta			Sat		Unsat			Satis Rooms			Unsatis Rooms			Fail Std Stu Sta	Repl Stu Sta	Fail Std Rooms	Repl Rooms
		Perm	Mod	Relo	Perm	Mod	Relo	Tot	Tot	Perm	Mod	Relo	Perm	Mod	Relo	Perm	Mod	Relo	Relo	Relo	Relo	Relo
00500	PROGRAMMER ROOM	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
00520	CARPENTRY SHOP	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
00535	SMALL ENGINE SHOP	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
00700	INSIDE CIRCULATION	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
00702	MECHANICAL ROOM	0	0	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0
00703	ELECTRICAL ROOM	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0
00707	TELEPHONE EQUIPMENT/COMMUNICATION CLOSET	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
00815	STUDENT RESTROOM (MALE)	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
00816	STUDENT RESTROOM (FEMALE)	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
00821	STAFF RESTROOM (BOTH SEXES)	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0
00822	PUBLIC USE RESTROOM (MALE)	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
00824	ANCILLARY RESTROOM (MALE)	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
00825	ANCILLARY RESTROOM (FEMALE)	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Totals:		88	0	0	0	0	0	88	0	192	0	0	0	0	0	0	0	0	0	0	0	0

## Santa Rosa County District Schools

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**Submitted By:** Joey Harrell, Assistant Superintendent for Administrative Services

### Administrative Action Agenda

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**Title of Item:** Direct Purchasing Change Orders

**Description/Introduction:** February 4, 2025 Board Meeting

I am requesting Board Approval of 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. Details are printed on the following spreadsheets.

- Soundside High School
  - o Morette Company
  - o \$ 536,286.00

**Recommendation/Action  
Requested:** Board Approval Requested

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### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

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**REVIEWERS:****Reviewer**

Harrell, Joey

Dobbs, Myra

**Action**

Approved

Approved

**Date**

1/28/2025 - 9:24 AM

1/28/2025 - 9:25 AM

**ATTACHMENTS:****Description**

Direct Purchasing Change Orders

**Upload Date**

1/27/2025

**Type**

Backup Material

SOUNDSIDE HIGH SCHOOL				Tax Savings Thus Far to be Deducted from Contract:				\$	1,118,521.80
							Savings per paying w/in terms:		-
							TOTAL SAVINGS:		\$ 1,118,521.80
MORETTE COMPANY									
				*** PAYMENTS PRIOR TO THE CURRENT PERIOD HAVE NOW BEEN HIDDEN ***					
Original Contract Amount								\$	102,792,900.00
OWNER-DIRECT PURCHASES									
Date of Review	Invoice Date	PO	Vendor	Invoice #	Pkt #	Amount Paid	6% Sales Tax	County & School Surtax	Discount Terms
			(PO CLOSED)						
		736006	A-1 INDUSTRIES	(PO CLOSED)		\$ 8,012.97	\$ 480.78	\$ 50.00	
			(PO CLOSED)						
		736194	ALLEYKAT CERAMICS	(PO CLOSED)		\$ 13,820.09	\$ 829.21	\$ 50.00	
							-		
		735183	AMERICAN CONCRETE			\$ 17,552.50	\$ 1,053.16	\$ 50.00	
			(PO CLOSED)				-		
		735499	ARCONIC	(PO CLOSED)		\$ 193,402.24	\$ 11,604.13	\$ 50.00	
			(PO CLOSED)				-		
		735311	ARMORTEX	(PO CLOSED)		\$ 8,399.00	\$ 437.70	\$ 50.00	
							-		
		735320	ARMOURED ONE			\$ 35,152.64	\$ 2,109.16	\$ 50.00	
			(PO CLOSED)				-		
		735324	ATKORE	(PO CLOSED)		\$ 76,135.00	\$ 4,308.12	\$ 50.00	
		735957	ATLANTA WINSUPPLY			\$ 60,129.30	\$ 3,607.76	\$ 50.00	
		736494	BAY TO BAY STONE			\$ -	\$ -	\$ -	
01/15/24	12/17/24	735456	BEACON	RF16585	28	1,346.68	80.80		
01/15/24	12/17/24	735456	BEACON	RE74691	29	417.59	25.06		
01/15/24	12/19/24	735456	BEACON	RF46604	29	874.45	52.47		
01/15/24	12/27/24	735456	BEACON	RE70842	30	16,343.04	980.58		
01/15/24	12/27/24	735456	BEACON	RE70842	NT items	400.00			
01/15/24	12/27/24	735456	BEACON	RE71056	30	14,981.12	898.87		
01/15/24	12/27/24	735456	BEACON	RE71056	NT items	400.00			
01/15/24	12/27/24	735456	BEACON	RE71154	30	14,784.49	887.07		
01/15/24	12/27/24	735456	BEACON	RE71154	NT items	400.00			
01/15/24	12/27/24	735456	BEACON	RE71608	30	14,802.37	888.14		
01/15/24	12/27/24	735456	BEACON	RE71608	NT items	400.00			
01/15/24	12/27/24	735456	BEACON	RE95638	30	2,791.05	167.46		
01/15/24	12/27/24	735456	BEACON	RE95638	NT items	125.00			
01/15/24	01/03/25	735456	BEACON	RG70238	31	436.12	26.17		
01/15/24	01/03/25	735456	BEACON	RE71800	31	19,401.98	1,164.12		
01/15/24	01/03/25	735456	BEACON	RE71800	NT items	400.00			
01/15/24	01/03/25	735456	BEACON	RE74572	31	13,871.60	832.30		
01/15/24	01/03/25	735456	BEACON	RE74572	NT items	168.85			
01/27/25	01/06/25	735456	BEACON	RE73760	32	42,133.96	2,528.04		
01/27/25	01/06/25	735456	BEACON	RE73760	NT items	400.00			
							-		
		735456	BEACON			\$ 812,060.62	\$ 47,979.85	\$ 50.00	
01/08/25	12/26/24	735325	CONKLIN METAL	3431421	68	1,107.15	66.43		
01/08/25	12/31/24	735325	CONKLIN METAL	3432405	69	693.14	41.59		
01/08/25	01/07/25	735325	CONKLIN METAL	3434860	70	2,824.17	169.45		
01/13/25	01/10/25	735325	CONKLIN METAL	3436075	71	2,377.99	142.68		
01/13/25	01/10/25	735325	CONKLIN METAL	3436076	71	279.80	16.79		
01/17/25	01/15/25	735325	CONKLIN METAL	3437611	72	21,970.26	1,318.22		
01/17/25	01/15/25	735325	CONKLIN METAL	3437616	72	733.60	44.02		
							-		
		735325	CONKLIN METAL			\$ 350,277.47	\$ 21,016.61	\$ 50.00	
		735347	CORAL INDUSTRIES			\$ 51,566.46	\$ 2,893.12	\$ 50.00	
		736155	CORE & MAIN			\$ 15,901.06	\$ 954.07	\$ 50.00	
		736247	CORE & MAIN			\$ 38,369.11	\$ 2,302.15	\$ 50.00	
							-		
		735250	DOWDY & ASSOCIATES			\$ 242,963.75	\$ 14,577.83	\$ 50.00	
			(PO CLOSED)				-		
		735251	ENERGY SYSTEMS SOUTHEAST	(PO CLOSED)		\$ 63,797.00	\$ 3,827.82	\$ 50.00	
			(PO CLOSED)				-		
		735323	EVAPCO	(PO CLOSED)		\$ 326,490.00	\$ 19,589.40	\$ 50.00	



SOUNDSIDE HIGH SCHOOL				Tax Savings Thus Far to be Deducted from Contract:					\$ 1,118,521.80		
								Savings per paying w/in terms:		-	
								TOTAL SAVINGS:		\$ 1,118,521.80	
MORETTE COMPANY											
				*** PAYMENTS PRIOR TO THE CURRENT PERIOD HAVE NOW BEEN HIDDEN ***							
Original Contract Amount									\$ 102,792,900.00		
OWNER-DIRECT PURCHASES											
Date of Review	Invoice Date	PO	Vendor	Invoice #	Pkt #	Amount Paid	6% Sales Tax	County & School Surtax	Discount Terms		
							-				
		735202	FERGUSON			\$ 320,136.57	\$ 19,208.20	\$ 50.00			
		735695	FERGUSON (MMI)			\$ 40,398.06	\$ 2,423.89	\$ 50.00			
			(PO CLOSED)								
		736260	FLORIDA SEPTIC	(PO CLOSED)		\$ 41,389.20	\$ 2,483.36	\$ 50.00			
01/08/25	12/19/24	735131	GIPSON STEEL	17187	26	12,686.00	761.16				
01/27/25	01/16/25	735131	GIPSON STEEL	17196	27	3,516.00	210.96				
							-				
		735131	GIPSON STEEL			\$ 3,963,386.00	\$ 237,803.16	\$ 50.00			
01/08/25	12/23/24	735231	GULF COAST MARINE SUPPLY	2353863-01	48	621.60	37.30				
01/08/25	12/27/24	735231	GULF COAST MARINE SUPPLY	2354168-01	48	349.52	20.97				
01/08/25	12/30/24	735231	GULF COAST MARINE SUPPLY	2353954-00	49	6,605.04	396.30				
							-	-			
		735231	GULF COAST MARINE SUPPLY			\$ 232,616.17	\$ 13,957.03	\$ 50.00			
			(PO CLOSED)								
		736005	INFINITY SOLUTIONS	(PO CLOSED)		\$ 15,982.91	\$ 958.97	\$ 50.00			
		736127	INPRO CORP.			\$ 32,166.79	\$ 1,787.22	\$ 50.00			
							-				
		735267	ISOLATEK			\$ 307,409.46	\$ 16,071.00	\$ 50.00			
01/15/25	11/26/24	736415	J J HAINES ~ UCX FLOORING	460004	1	9,088.62	545.32	50.00			
		736415	J J HAINES/UCX			\$ 9,088.62	\$ 545.32	\$ 50.00			
01/07/25	12/13/24	735326	KESCO	1077834B	2	27,028.00	1,621.68				
		735326	KESCO			\$ 75,775.00	\$ 4,546.50	\$ 50.00			
		735364	MAINSTAGE			\$ 10,700.00	\$ 642.00	\$ 50.00			
			(PO CLOSED)								
		736195	MANUFACTURERS DIST.	(PO CLOSED)		\$ 9,177.49	\$ 550.65	\$ 50.00			
			(PO CLOSED)				-	-			
		735391	MAYER ELECTRIC	(PO CLOSED)		\$ 49,912.99	\$ 2,994.79	\$ 50.00			
			(PO CLOSED)				-				
		735181	NUCOR HARRIS REBAR	(PO CLOSED)		\$ 193,050.00	\$ 11,582.99	\$ 50.00			
01/07/25	12/13/24	735312	OLDCASTLE	364663057	87	3,850.00	231.00				
01/07/25	12/13/24	735312	OLDCASTLE	364663057	NT items	1,680.00	-				
01/07/25	12/19/24	735312	OLDCASTLE	364663861	88	3,850.00	231.00				
01/07/25	12/19/24	735312	OLDCASTLE	364663861	NT items	1,680.00	-				
01/15/25	01/02/25	735312	OLDCASTLE	364669272	89	3,136.25	188.18				
01/15/25	01/02/25	735312	OLDCASTLE	364669272	NT items	315.84	-				
01/15/25	01/02/25	735312	OLDCASTLE	364669392	89 NT	(1,200.00)	-				
01/15/25	01/03/25	735312	OLDCASTLE	364669961	90	3,052.37	183.14				
01/15/25	01/03/25	735312	OLDCASTLE	364669961	NT items	346.20	-				
01/15/25	01/03/25	735312	OLDCASTLE	364669964	90	3,052.37	183.14				
01/15/25	01/03/25	735312	OLDCASTLE	364669964	NT items	376.20	-				
01/15/25	01/06/25	735312	OLDCASTLE	364670823	91	3,052.37	183.14				
01/15/25	01/06/25	735312	OLDCASTLE	364670823	NT items	346.20	-				
01/15/25	11/22/24	735312	OLDCASTLE	364649653	92	3,850.00	231.00				
01/15/25	11/22/24	735312	OLDCASTLE	364649653	NT items	1,680.00	-				
01/15/25	11/22/24	735312	OLDCASTLE	364649866	92	2,441.90	146.51				
01/15/25	11/22/24	735312	OLDCASTLE	364649866	NT items	312.96	-				
01/15/25	11/22/24	735312	OLDCASTLE	364650215	92 NT	(1,200.00)	-				
01/15/25	12/23/24	735312	OLDCASTLE	364665674	92	3,075.00	184.50				
01/15/25	12/23/24	735312	OLDCASTLE	364665674	NT items	405.00	-				
01/15/25	12/23/24	735312	OLDCASTLE	364665675	92	2,420.00	145.20				
01/15/25	12/23/24	735312	OLDCASTLE	364665675	NT items	297.00	-				
01/15/25	12/23/24	735312	OLDCASTLE	364665720	92	3,582.98	214.98				
01/15/25	12/23/24	735312	OLDCASTLE	364665720	NT items	331.70	-				
01/15/25	01/07/25	735312	OLDCASTLE	364671725	93	4,116.43	246.99				
01/15/25	01/07/25	735312	OLDCASTLE	364671725	NT items	378.72	-				

SOUNDSIDE HIGH SCHOOL				Tax Savings Thus Far to be Deducted from Contract:				\$	1,118,521.80
							Savings per paying w/in terms:		-
							TOTAL SAVINGS:	\$	1,118,521.80
MORETTE COMPANY									
				*** PAYMENTS PRIOR TO THE CURRENT PERIOD HAVE NOW BEEN HIDDEN ***					
Original Contract Amount								\$	102,792,900.00
OWNER-DIRECT PURCHASES									
Date of Review	Invoice Date	PO	Vendor	Invoice #	Pkt #	Amount Paid	6% Sales Tax	County & School Surtax	Discount Terms
01/15/25	01/07/25	735312	OLDCASTLE	364671726	93	3,052.37	183.14		
01/15/25	01/07/25	735312	OLDCASTLE	364671726	NT items	376.20	-		
01/15/25	01/08/25	735312	OLDCASTLE	364672516	93	3,052.37	183.14		
01/15/25	01/08/25	735312	OLDCASTLE	364672516	NT items	376.20	-		
01/15/25	01/08/25	735312	OLDCASTLE	364672518	93	3,052.37	183.14		
01/15/25	01/08/25	735312	OLDCASTLE	364672518	NT items	376.20	-		
01/15/25	01/09/25	735312	OLDCASTLE	364673210	93	2,441.90	146.51		
01/15/25	01/09/25	735312	OLDCASTLE	364673210	NT items	312.96	-		
01/27/25	01/14/25	735312	OLDCASTLE	364675779	94	2,441.90	146.51		
01/27/25	01/14/25	735312	OLDCASTLE	364675779	NT items	312.96	-		
01/27/25	01/14/25	735312	OLDCASTLE	364675780	94	2,441.90	146.51		
01/27/25	01/14/25	735312	OLDCASTLE	364675780	NT items	312.96	-		
01/27/25	01/14/25	735312	OLDCASTLE	364675781	94	2,441.90	146.51		
01/27/25	01/14/25	735312	OLDCASTLE	364675781	NT items	312.96	-		
01/27/25	01/15/25	735312	OLDCASTLE	364676638	95	2,441.90	146.51		
01/27/25	01/15/25	735312	OLDCASTLE	364676638	NT items	312.96	-		
01/27/25	01/15/25	735312	OLDCASTLE	364676639	95	2,441.90	146.51		
01/27/25	01/15/25	735312	OLDCASTLE	364676639	NT items	312.96	-		
01/27/25	01/15/25	735312	OLDCASTLE	364676640	95	2,645.39	158.72		
01/27/25	01/15/25	735312	OLDCASTLE	364676640	NT items	334.04	-		
01/27/25	01/17/25	735312	OLDCASTLE	364678326	96	3,080.00	184.80		
01/27/25	01/17/25	735312	OLDCASTLE	364678326	NT items	378.00	-		
01/27/25	01/20/25	735312	OLDCASTLE	364679113	97	3,075.00	184.50		
01/27/25	01/20/25	735312	OLDCASTLE	364679113	NT items	405.00	-		
01/27/25	01/20/25	735312	OLDCASTLE	364679475	NT items	(1,200.00)	-		
01/27/25	01/20/25	735312	OLDCASTLE	364679481	NT items	(320.00)	-		
01/27/25	01/20/25	735312	OLDCASTLE	364679483	NT items	(600.00)	-		
							-		
		735312	OLDCASTLE			\$ 756,470.68	\$ 42,093.72	\$ 50.00	
			(PO CLOSED)						
		735782	PRO AUDIO VIDEO	(PO CLOSED)		\$ 93,503.05	\$ 5,422.74	\$ 50.00	
01/13/25	01/08/25	735230	READY MIX (Bayside)	9451237171	84	29,621.00	1,777.26		
01/17/25	01/14/25	735230	READY MIX (Bayside)	9451262416	85	14,759.50	885.57		
01/27/25	01/16/25	735230	READY MIX (Bayside)	9451274521	86	784.35	47.06		
		735230	READY MIX (Bayside)			\$ 1,088,230.31	\$ 65,293.83	\$ 50.00	
01/08/25	10/23/24	735310	READY MIX (Bradley Masonry)	9450894856	62	1,572.35	94.34		
01/13/25	01/06/25	735310	READY MIX (Bradley Masonry)	9451227405	63	2,568.70	154.12		
							-		
		735310	READY MIX (Bradley Masonry)			\$ 216,597.27	\$ 12,995.77	\$ 50.00	
							-		
		735237	REW MATERIALS			\$ 617,307.62	\$ 37,038.47	\$ 50.00	
							-		
		735186	RINKER MATERIALS			\$ 95,950.21	\$ 5,757.02	\$ 50.00	
			(PO CLOSED)				-		
		735235	ROVANCO	(PO CLOSED)		\$ 17,908.00	\$ 1,074.48	\$ 50.00	
							-		
		735243	SEQUEL ELECTRICAL			\$ 115,629.05	\$ 6,937.74	\$ 50.00	
							-		
		735249	SEQUEL (Gear Pkg.)			\$ 810,207.26	\$ 48,612.46	\$ 50.00	
01/17/25	01/15/25	735457	SEQUEL (Lighting Pkg.)	S3920995.039	14	5,834.58	350.07		
01/17/25	01/15/25	735457	SEQUEL (Lighting Pkg.)	S3920995.041	14	8,907.41	534.44		
							-		
		735457	SEQUEL (Lighting Pkg.)			\$ 539,401.72	\$ 32,364.10	\$ 50.00	
		735892	SEQUEL (Sports Pkg.)			\$ 4,664.99	\$ 279.90	\$ 46.65	
		735409/736473	SHERWIN WILLIAMS			\$ 26,611.50	\$ 1,596.70	\$ 50.00	
		735236	SLONE DOORS			\$ 1,154,638.00	\$ 69,278.28	\$ 50.00	



<b>SOUNDSIDE HIGH SCHOOL</b>				Tax Savings Thus Far to be Deducted from Contract:				\$	1,118,521.80
							Savings per paying w/in terms:		-
							<b>TOTAL SAVINGS:</b>	\$	1,118,521.80
<b>MORETTE COMPANY</b>									
				*** PAYMENTS PRIOR TO THE CURRENT PERIOD HAVE NOW BEEN HIDDEN ***					
Original Contract Amount								\$	102,792,900.00
<b>OWNER-DIRECT PURCHASES</b>									
Date of Review	Invoice Date	PO	Vendor	Invoice #	Pkt #	Amount Paid	6% Sales Tax	County & School Surtax	Discount Terms
			\$ 19,838,176.55						(19,838,176.55)
				\$ 1,118,521.80					
	<b>Changes in Scope of Work (excluding Direct Purchases)</b>								
	<b>Change Order #1</b> - Site equipment charges due to "stop work" for relocation of gopher tortoises - BOARD APPROVED 01/16/2024					\$ 17,760.00			
	<b>Change Order #5</b> - Credit for Low Voltage 4/11/25					(53,007.00)			
	<b>Change Order #8</b> - Credits for door glazing, gravel, drip edge, access controls, & sports lighting; Adds for addtl sealant, electrical RFI's 82 & 83 & coordination 07/23/2024					(20,829.68)			
	<b>Change Order #12</b> - Electrical Rev. & Masonry Credit 10/01/24					(240.39)			
	<b>Change Order #17</b> - FDOT Civil Revisions					144,455.01			
						\$ 88,137.94	0.09%		88,137.94
<b>Contract Amount Including All Change Orders</b>								\$	83,042,861.39

# Santa Rosa County District Schools

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**Submitted By:** Liz West, Assistant Superintendent for Human Resources

## Human Resources Action Agenda

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**Title of Item:** Action Agenda  
**Description/Introduction:** Action Agenda  
**Recommendation/Action Requested:** School Board Approval

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### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

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### REVIEWERS:

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
West, Elizabeth	Approved	1/27/2025 - 6:32 PM
Dobbs, Myra	Approved	1/28/2025 - 8:55 AM

### ATTACHMENTS:

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Action Agenda	1/27/2025	Cover Memo
Action Addendum	2/3/2025	Cover Memo
Out of Field Report February 2025	2/3/2025	Cover Memo
ESOL Out of Field February 2025	2/3/2025	Cover Memo



Liz West  
Asst. Superintendent/Human Resources  
6032 Highway 90 Milton, Florida 32570-6706  
Phone: 850/400-7400 ext. 1019  
Facsimile: 850/665-0843  
E-mail: WestE@santarosa.k12.fl.us

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## **ACTION AGENDA**

February 4, 2025

### **MEMORANDUM**

**TO:** Dr. Karen Barber, Superintendent of Schools  
**FROM:** Liz West, Assistant Superintendent for Human Resources  
**RE:** Human Resource Items for Action Agenda of School Board

The following personnel items are submitted for your recommendation and the approval of the School Board of Santa Rosa County:

**I. ADMINISTRATIVE APPOINTMENTS**  
**NONE**

**II. DISCIPLINARY ACTIONS**

**A. UNAPPROVED LEAVES**  
**NONE**

**B. OTHER DISCIPLINARY ACTIONS**  
**NONE**

**III. OTHER ADMINISTRATIVE ACTIONS**  
**NONE**

**IV. JOB DESCRIPTIONS**  
**NONE**

**V. OTHER ITEMS**  
**NONE**



Liz West  
Asst. Superintendent/Human Resources  
6032 Highway 90 Milton, Florida 32570-6706  
Phone: 850/400-7400 ext. 1019  
Facsimile: 850/665-0843  
E-mail: WestE@santarosa.k12.fl.us

## **ACTION AGENDA ADDENDUM**

February 4, 2025

### **MEMORANDUM**

**TO:** Dr. Karen Barber, Superintendent of Schools  
**FROM:** Liz West, Assistant Superintendent for Human Resources  
**RE:** Human Resource Items for Action Agenda of School Board

The following personnel items are submitted for your recommendation and the approval of the School Board of Santa Rosa County:

#### **I. ADMINISTRATIVE APPOINTMENTS** **NONE**

#### **II. DISCIPLINARY ACTIONS**

##### **A. UNAPPROVED LEAVES** **NONE**

##### **B. OTHER DISCIPLINARY ACTIONS**

1. Case# 04 – 02042025, recommend termination of employment, effective 01-17-2025

#### **III. OTHER ADMINISTRATIVE ACTIONS** **NONE**

#### **IV. JOB DESCRIPTIONS** **NONE**

#### **V. OTHER ITEMS**

1. Out of Field Report February 2025
2. ESOL Out of Field Report February 2025

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
Elizabeth Hewey

DISTRICT 3  
Carol Boston

DISTRICT 4  
Charles Elliott

DISTRICT 5  
Scott Peden

Out-of-Field 2024-2025

February 04, 2025

Site	Name		Certification Area	Out-of-Field Assignment
Avalon Middle School				
	Konczal	Matthew	Business Ed 6-12, Marketing K-12	MG General Science
	Secord	Stacy	ESE K-12	Earth-Space Science 6-12
Bagdad Elementary School	Taylor	Danielle	Prek/Primary Ed. PK-3, Reading End., ESE K-12	Elem Ed K-6
Bennett C. Russell	Carter	Kari	ESOL End, PreK/Primary Ed. PK-3, Reading End.	Elem. Ed. K-6
	McDonald	Megan	ESE K-12	Elem. Ed. K-6
	Waller	Cassidy	Elem. Ed. K-6, ESE K-12	Guidance and Counseling PK-12
Berryhill Elementary	Alcairo	Shannon	English 6-12, ESE K-12, Ed. Leadership, Elem. Ed. K-6, ESOL & Reading End.	Guidance and Counseling PK-12
Camelot Academy (High Road Academy)	Bennett Goromo	Charlinda	Social Science 6-12	ESE K-12
	Hill	Hayley	Social Science 6-12, Reading End.	English 6-12
	Hooks	Amanda	Elem Ed. K-6	ESE K-12
	McGee	Paula	Math 6-12	ESE K-12
	Richardson	Jordan	MG General Science	Biology 6-12, ESE K-12
	Scott	Devin	Elem Ed K-6, Reading Endorsement	ESE K-12
	Watts	Jala		English 6-12
	Williams	Shelby	ESE K-12	Elem Ed K-6
Central School	Elder	Lindsey	ESE K-12, Elem Ed K-6, ESOL & Reading End.	Guidance and Counseling PK-12
Chumuckla Elementary School	Strickland	Jessica	Elem. Ed. K-6, ESOL End., Reading End.	Guidance and Counseling PK-12
Coastal Connections Academy	Wilson	Danielle	Elem Ed, Ed Leadership, MG Math, ESE, ESOL, Reading & Gifted End	Art K-12
ESE Development Center	None			
East Bay Elem.	Alsid	Baylen	PreK/Primary Ed. PK-3, ESE K-12, ESOL & Reading Endorsement	Elem. Ed. K-6
	Breitling	Mandy	Elem. Ed. K-6	Middle Grade Math
East Milton Elem.	Anderson	Myra	Elem. Ed. K-6, ESOL & Reading Endorsement	ESE K-12
	Clark	Shelbey	ESE	Elem. Ed. K-6
Gulf Breeze Elementary School	None			
Gulf Breeze High School	Bush	Amelia	Business Ed 6-12, ESE	Art K-12, Elem Ed K-6
	Dunn	Emma	ESE K-12, English 6-12, ESOL End.	Elem Ed K-6
	Kent	Kevin	ESE K-12, Elem Ed K-6 & MG Social Science	Social Science 6-12
	Norris	Avery	MG Math, ESE	Math 6-12
Gulf Breeze Middle School	None			
Hobbs Middle School	Bentley	Priscilla	Biology 6-12, MGIC, Ed Leadership, Reading End.	Gifted Endorsement
	Dixon	Christopher	Social Science 6-12	Guidance and Counseling PK-12
	Morris	Gloria		Long-Term Substitute Teacher



Out-of-Field 2024-2025

February 04, 2025

Holley Navarre Intermediate	None			
Holley-Navarre Middle School	Gonzalez	Lindsey	Math 6-12, ESE K-12	MG Social Science, MG General Science
	Wells	Betina	Biology 6-12, Elem Ed K-6, ESOL K-12	MG Math
Holley-Navarre Primary School	None			
Jay Elementary School	McGehee	Melisaa	ESE K-12	Elem. Ed. K-6
	Peterson	Jessica	Elem. Ed. K-6, Reading End.	Pre-K/Primary Ed. PK-3
	Smith	Brittany	Elem. Ed. K-6, ESE K-12, Reading End.	Guidance and Counseling PK-12
Jay High School	Kersey	Melvin	History 6-12, P. E. K-12	Social Science 6-12
Learning Academy Of Santa Rosa	Bellamy	Tristan	Social Science 6-12	Math 6-12
	Henderson	Kayla	PreK/Primary Ed., ESOL End., Reading End.	English 6-12
	Whitehouse	Cheryl	Biology 6-12	MG General Science, English 6-12,
Martin Luther King Middle School	Figueroa	Kelly	English 6-12	Art K-12
	Rezac	John	ESE K-12, Soc Sci 6-12, Earth/Space Sci., ESOL K-12	MG English
Milton High School	Ruffin	Alexandra	English 6-12, Soc Science 6-12, ESE, Reading End.	Guidance & Counseling PK-12
Navarre High School	Brown	Ashley	MG Math	Guidance and Counseling PK-12
	Holland	Phillip	Business Ed. 6-12	Math 6-12
	Jones	Lee	Business Ed. 6-12	Elem Ed K-6, ESE K-12
Oriole Beach Elementary School	None			
Pace High School	Bentley	Michaela	Elem Ed K-6	Biology 6-12
	Smith	Kent	Bus Ed, PE, MG Math, Coor Coop Ed & Driver Ed End.	Earth-Space Science 6-12
	Smith	Vance	Social Science 6-12	P. E. K-12
Pea Ridge Elementary School	Perry	Jennifer	Elem. Ed. K-6, ESE K-12, ESOL & Reading Endorsemen	Guidance and Counseling PK-12
PK/12+ PDC				
Locklin Technical College	NONE			
S. S. Dixon Intermediate	Daw	Hannah	Social Science 6-12	Elem. Ed. K-6
	Frobenius	Ashley	Elem. Ed. K-6, ESE K-12	Guidance and Counseling PK-12
	Slichter	Jennifer	Elem. Ed. K-6	ESE K-12
	Tisdale	Taylor	English 5-9, English 6-12	Elem. Ed. K-6
S. S. Dixon Primary School	Harrison	Sarah	Elem. Ed. K-6, Reading & ESOL End.,	Guidance and Counseling PK-12
Santa Rosa Adult School	None			
Santa Rosa High School	None			
Santa Rosa Online Virtual Instruction Prog	None			
Thomas L. Sims Middle	Ueberroth	Jennifer	Chemistry, Biology, Health, P.E., Ed Leadership	MG Math
T. R Jackson Pre-K	None			
Wallace Lake K-8	Bryant	Kristin	ESE K-12, Elem. Ed. K-6, General Science 5-9	Computer Science
	Cannon	Traycie	Elem. Ed. K-6, ESE K-12, ESOL & Reading End.,	Guidance and Counseling PK-12

Out-of-Field 2024-2025

February 04, 2025

	Hancock	Derek	ESE K-12	MG Math 5-9, MG English 5-9, MG Gen. Science 5-9, MG Soc. Science 5-9
	Shoemaker	Megan	Social Science	Elem. Ed. K-6
	Wolfe	Meredith	Elem. Ed. K-6, Reading & ESOL End.,	Guidance and Counseling PK-12
West Navarre Intermediate	None			
West Navarre Primary School	Arias	Hannah	ESE K-12, Reading End.	Guidance and Counseling PK-12
	Lubben	Heather	Elem. Ed. K-6, ESOL End.	ESE K-12
	Sasser	Amy	Physical Education K-12	Elem. Ed. K-6
W.H. Rhodes Elementary	Riecks	Laura	Elem. Ed. K-6	Music K-12
Woodlawn Beach	Arnold	Devin	Earth-Space Science 6-12	MG General Science

02/04/2025

## ESOL Out of Field List

The following teachers are considered out of field. They are not certified or endorsed in their area of teaching assignment for ESOL.

### **Teacher**

Jessica Brehm  
Danita Johnson  
Jessica Eldridge  
Elaina Schmersey  
Susan Crawford  
Kathleen Joy  
Keristen Wright  
Heather Flanagan  
Sherrie Odum  
Marcie Talley  
Chloe Hendricks  
Torie Fowler  
Sara Frederickson  
Abigail Newton  
Shelli Schuetz  
Jonathan Specht  
Alexandria Nash  
Janet Ridgeway  
Jennifer Garbrick  
Jacob Hobson  
Tracy Crawford  
Mallory Davenport  
Jesse Galvan  
Regina Tudlong  
Alain Duarte  
Tammie Moya  
Frank Byers  
John Rezac  
Katie Cranford

### **School**

Avalon Middle School  
Avalon Middle School  
Bagdad Elementary School  
Bennett Russell Elementary School  
Central School  
Central School  
Central School  
East Milton Elementary School  
East Milton Elementary School  
East Milton Elementary School  
Gulf Breeze Elementary School  
Gulf Breeze High School  
Gulf Breeze High School  
Gulf Breeze High School  
Gulf Breeze Middle School  
Gulf Breeze Middle School  
Hobbs Middle School  
Hobbs Middle School  
Holley-Navarre Middle School  
Holley-Navarre Middle School  
Holley-Navarre Primary School  
Holley-Navarre Primary School  
Holley-Navarre Primary School  
Holley-Navarre Primary School  
Jay Elementary School  
Jay Elementary School  
King Middle School  
King Middle School  
Milton High School

Dixon Ewing	Milton High School
Andrew Mathews	Milton High School
Lori Shaffer	Milton High School
Cheryl McCray	Pace High School
Jennifer Walsh	Pace High School
Laurie Evans	Navarre High School
Kimberlee Hendriks	Navarre High School
<del>Kailyn Williams</del>	<del>Thomas Sims Middle School</del>
Brittany Jones	W. H. Rhodes Elementary School
Jennifer Resmondo	W. H. Rhodes Elementary School
Michaela Bush	Wallace Lake K-8 School
Jennifer Callan	Wallace Lake K-8 School
Ashley Long	Wallace Lake K-8 School
Danielle Hitchcock	West Navarre Primary School

## Santa Rosa County District Schools

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**Submitted By:** Alexandra Timmons, Director of Risk Management

### Human Resources Action Agenda

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**Title of Item:** Self-Funded Insurance Update

**Description/Introduction:** Mark Johnson, Kristy Sheffer, and the MarshMcLennan Agency team will provide an analysis of our plan and provide industry and actuarial data.

**Recommendation/Action Requested:** For information.

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#### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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#### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

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#### REVIEWERS:

Reviewer	Action	Date
Timmons, Alexandra	Approved	1/28/2025 - 11:26 AM
West, Elizabeth	Approved	1/28/2025 - 2:47 PM

#### ATTACHMENTS:

Description	Upload Date	Type
December 2024 Reporting Package	1/28/2025	Cover Memo
Health Management Consulting	1/29/2025	Cover Memo



Marsh McLennan  
Agency

## **December Monthly Reporting Package - PY2024**

Santa Rosa County School District

1/27/2025

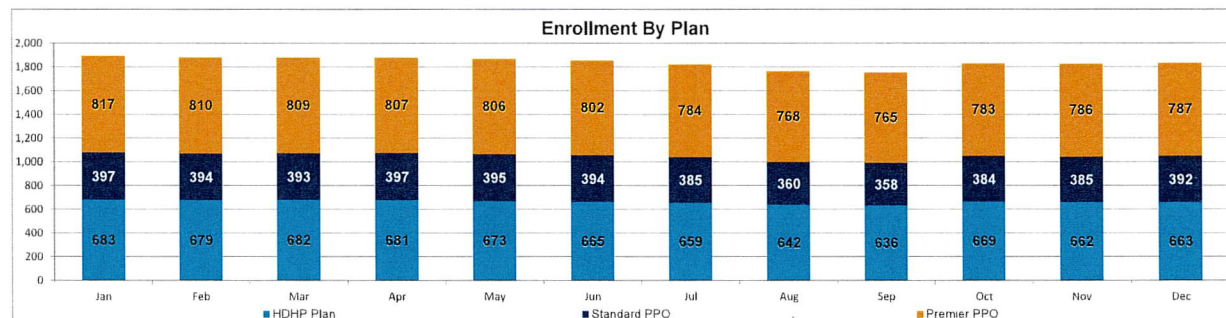
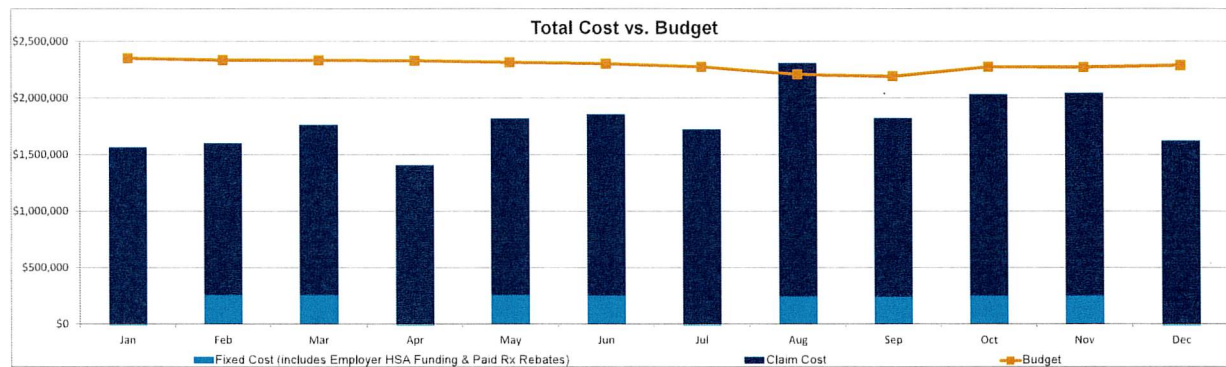
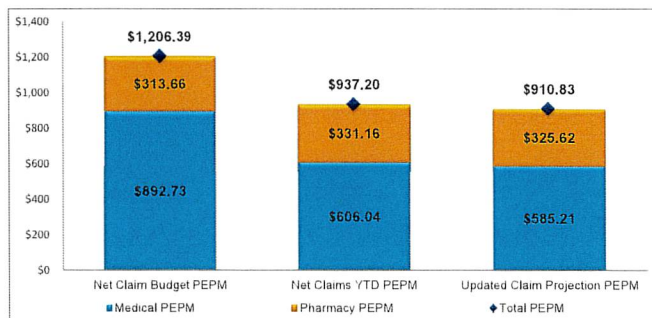
## Dashboard

Group: Santa Rosa County School District  
 Plan Year: 1/1/2024  
 Current Period: Dec

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

	Dec	YTD
Total Enrollment	1,842	22,152
Medical & Pharmacy Claims	\$2,074,040	\$21,483,245
Stop Loss Claim Credits	(\$151,772)	(\$722,430)
Total Claims Net of Stop Loss Credits	\$1,922,268	\$20,760,815
Medical Administration	\$61,633	\$741,206
Stop Loss Premium	\$146,835	\$1,761,866
Consulting Fee	\$9,210	\$110,760
ACA Fees	\$878	\$10,488
Paid Rx Rebates	(\$551,784)	(\$2,258,447)
Employer HSA Funding	\$37,500	\$453,365
<b>Total Claims &amp; Fixed Costs</b>	<b>\$1,626,541</b>	<b>\$21,580,054</b>
Total Budget	\$2,292,423	\$27,500,494
Over / (Under) Total Budget	(\$665,882)	(\$5,920,440)
<b>Percent Over / (Under) Budget</b>	<b>(29.0%)</b>	<b>(21.5%)</b>



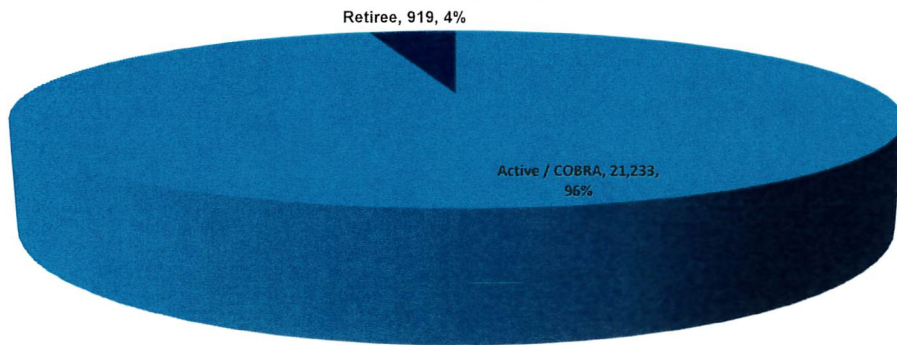


## Dashboard (2)

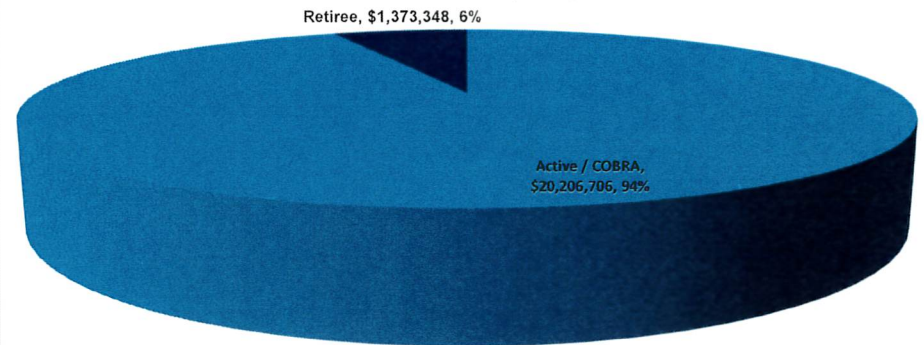
Group: Santa Rosa County School District  
 Plan Year: 1/1/2024  
 Current Period: Dec

Stop Loss Terms:			
Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

Enrollment by Group



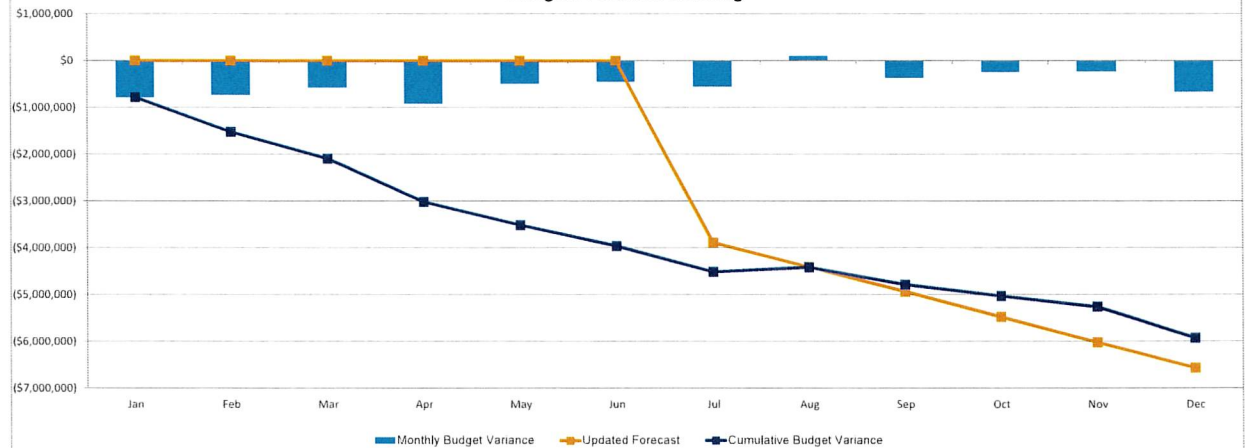
Total Gross Cost by Group



### MMA Commentary

- 1) December Claims Budget Breakdown:
- a) Medical claims ran 19.3% (~\$318k) under expected claims budget
  - b) Pharmacy claims ran 3.1% (~\$18k) over expected claims budget
  - c) Combined Medical & Pharmacy claims ran 13.5% (~\$300k) under expected claims budget
- (note that this is based on PEPM claims budget, not on enrollment adjusted PER budget)
- 2) Members in the High Cost Claimants report were responsible for up to \$954,554 of total net claims in December
- a) This corresponds to up to 49.7% of total net claims this period
  - b) 30 members hit 50% of the ISL this period, an increase of 9 from the previous period
  - c) 7 members hit the ISL this period, no change from the previous period

Budget / Forecast Tracking





## High Cost Claimants

Group: **Santa Rosa County School District**  
 Plan Year: 1/1/2024  
 Current Period: Dec

### Stop Loss Terms:

Specific Coverage \$175,000 12/24 Med-Rx  
 Aggregate Coverage 120% 24/12 Med-Rx

PY2024 Stop Loss Contract			
Diagnosis	Highest Month *	Current Month	Total Claims
Malignant Neoplasm of L4-5 Disc	Jun   \$157,187	\$51,028	\$441,948
	Jun   \$143,046	\$33,862	\$356,523
	Jul   \$113,063	\$34,374	\$262,065
	Jun   \$109,675	\$16,108	\$261,000
	Jun   \$88,423	(\$18)	\$210,741
	Jun   \$93,127	\$16,044	\$209,758
	Jul   \$91,528	\$374	\$205,394
	Jun   \$167,046	\$0	\$167,947
	Oct   \$145,410	\$6,032	\$158,357
	Dec   \$155,272	\$155,272	\$155,272
	Oct   \$106,638	\$5,081	\$154,178
	Jun   \$92,998	\$4,441	\$149,905
	Sep   \$114,455	\$933	\$130,851
	Sep   \$89,014	\$10,221	\$128,679
	Nov   \$126,098	\$820	\$126,918
	Sep   \$104,417	\$0	\$125,565
	Oct   \$94,619	\$233	\$122,417
	Oct   \$89,013	\$23,183	\$112,264
	Dec   \$104,086	\$104,086	\$104,086
	Jun   \$92,110	\$1,547	\$102,926
	Jun   \$96,042	\$2,000	\$100,456
	Nov   \$100,131	\$245	\$100,376
	Dec   \$97,051	\$97,051	\$97,051
	Dec   \$96,269	\$96,269	\$96,269
	Dec   \$90,961	\$90,961	\$90,961
	Nov   \$88,795	\$2,154	\$90,949
	Dec   \$89,561	\$89,561	\$89,561
	Dec   \$88,872	\$88,872	\$88,872
	Dec   \$88,062	\$88,062	\$88,062
	Dec   \$87,532	\$87,532	\$87,532
Paid Claims Subtotal for Claimants >= \$175,000			\$1,947,430
All Other Paid Claims for Claimants < \$175,000			\$19,535,815
Total Paid Claims			\$21,483,245
Stop Loss Claims Credits			\$722,430
Total Claims Net of Stop Loss Credits			\$20,760,815
% of All Paid Claims			3.4%

\* Is equivalent to first month on high cost claimant report if a subsequent month is not higher

^ Member has a laser of \$375,000

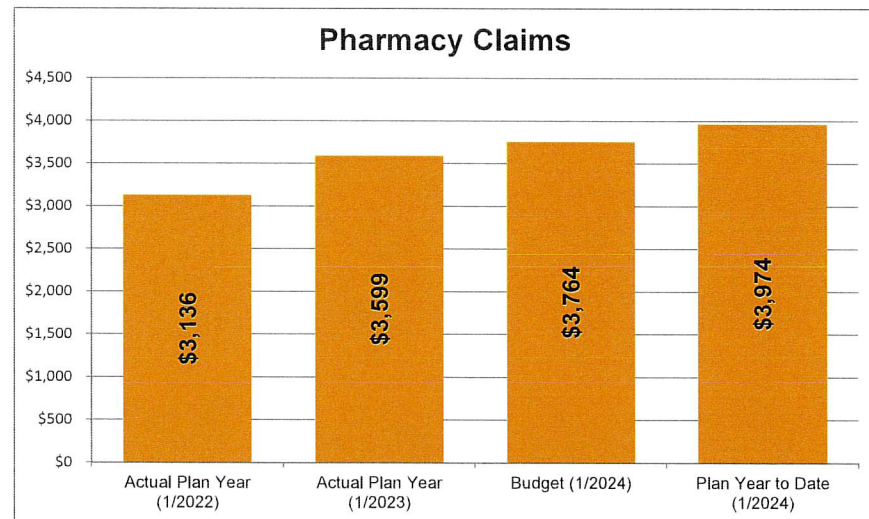
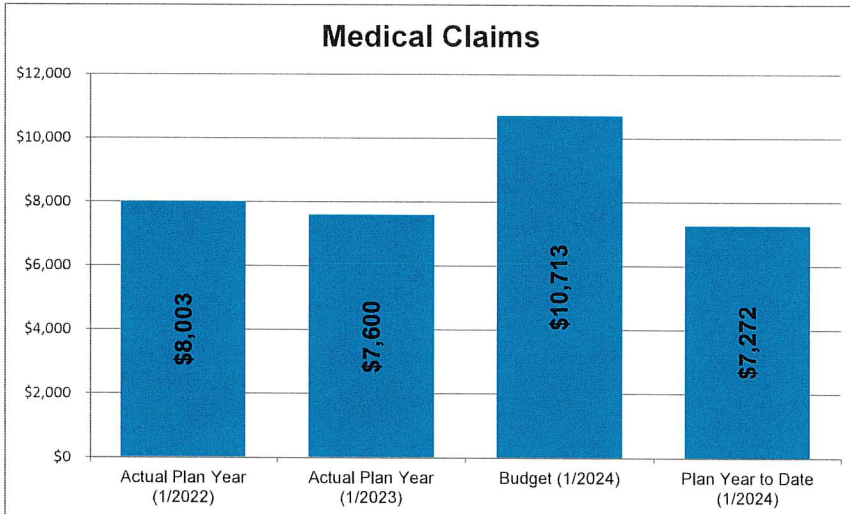
CALCULATIONS SHOWN ARE ESTIMATES AND ARE NOT A GUARANTEE OF REIMBURSEMENT. OTHER FACTORS MAY NEED TO BE CONSIDERED AND CAN INFLUENCE THE FINAL ELIGIBLE CLAIMS UNDER THE CONTRACT. FORMAL REIMBURSEMENT CALCULATIONS MAY VARY AND COME FROM THE STOP LOSS CARRIER.

## Plan Cost History

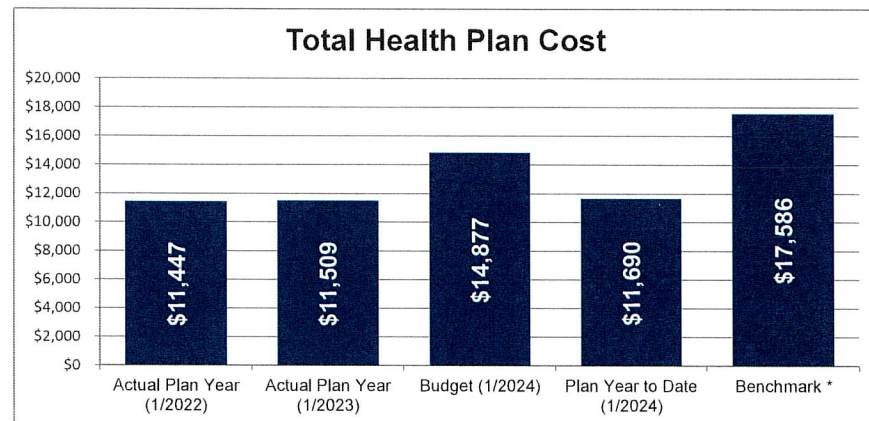
Group: **Santa Rosa County School District**  
 Plan Year: **1/1/2024**  
 Current Period: **Dec**

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx



Per Employee Per Year	Medical Claims	Pharmacy Claims	Total Health Plan Cost
Actual Plan Year (1/2022)	\$8,003	\$3,136	\$11,447
Actual Plan Year (1/2023)	\$7,600	\$3,599	\$11,509
Budget (1/2024)	\$10,713	\$3,764	\$14,877
Plan Year to Date (1/2024)	\$7,272	\$3,974	\$11,690
Benchmark *			\$17,586



\*2023 Mercer survey, School Boards, Other Inst.



## Claim Cost Details - by Plan

Group: **Santa Rosa County School District**  
 Plan Year: 1/1/2024  
 Current Period: Dec

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

HDHP Plan	Employee Only	Employee + Spouse	Employee + Child(ren)	Employee + Family	2-Employee Family	Total Enrollment	Total Members	Medical Claims	Pharmacy Claims	Stop Loss Claim Credits	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	425	35	60	163	0	683	1,337	\$156,302	\$85,627	\$0	\$241,929	\$85,100	\$327,029
Feb-24	422	36	59	162	0	679	1,327	\$122,962	\$97,018	\$0	\$219,980	\$84,631	\$304,611
Mar-24	425	36	60	161	0	682	1,329	\$263,729	\$69,259	\$0	\$332,988	\$84,858	\$417,846
Apr-24	428	35	59	159	0	681	1,320	\$315,227	\$150,831	\$0	\$466,058	\$84,482	\$550,541
May-24	424	34	57	158	0	673	1,307	\$120,656	\$86,645	\$0	\$207,302	\$83,498	\$290,799
Jun-24	416	35	56	158	0	665	1,300	\$294,103	\$107,871	\$0	\$401,974	\$82,744	\$484,718
Jul-24	410	34	56	159	0	659	1,295	\$319,450	\$126,404	\$0	\$445,854	\$82,219	\$528,073
Aug-24	404	30	54	154	0	642	1,258	\$364,486	\$102,381	\$0	\$466,867	\$79,840	\$546,707
Sep-24	401	28	55	152	0	636	1,244	\$254,834	\$153,525	\$0	\$408,359	\$79,012	\$487,371
Oct-24	428	28	59	154	0	669	1,292	\$256,852	\$87,393	\$0	\$344,245	\$82,513	\$426,757
Nov-24	423	29	60	150	0	662	1,277	\$386,253	\$107,410	\$0	\$493,663	\$81,541	\$575,203
Dec-24	419	30	60	154	0	663	1,292	\$391,841	\$63,296	\$0	\$455,137	\$82,073	\$537,210
YTD	5,025	390	695	1,884	0	7,994	15,578	\$3,246,693	\$1,237,662	\$0	\$4,484,354	\$992,510	\$5,476,864
PEPM	419	33	58	157	0	666	1,298	\$406.14	\$154.82	\$0.00	\$560.96	\$124.16	\$685.12
PEPY	419	33	58	157	0	666	1,298	\$4,874	\$1,858	\$0	\$6,732	\$1,490	\$8,221

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Standard PPO	Employee Only	Employee + Spouse	Employee + Child(ren)	Employee + Family	2-Employee Family	Total Enrollment	Total Members	Medical Claims	Pharmacy Claims	Stop Loss Claim Credits	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	321	14	26	36	0	397	569	\$422,640	\$73,187	\$0	\$495,827	\$43,118	\$538,945
Feb-24	317	14	27	36	0	394	569	\$159,387	\$50,555	\$0	\$209,941	\$42,869	\$252,810
Mar-24	317	14	27	35	0	393	565	\$225,132	\$45,164	\$0	\$270,296	\$42,676	\$312,972
Apr-24	318	15	29	35	0	397	572	\$147,320	\$51,818	\$0	\$199,138	\$43,181	\$242,319
May-24	316	14	30	35	0	395	570	\$166,354	\$64,334	\$0	\$230,688	\$42,979	\$273,667
Jun-24	314	14	30	36	0	394	571	\$135,825	\$57,987	\$0	\$193,812	\$42,980	\$236,792
Jul-24	304	14	30	37	0	385	564	\$297,371	\$72,715	(\$6,723)	\$363,363	\$42,216	\$405,579
Aug-24	280	14	28	38	0	360	539	\$186,103	\$74,949	(\$20,844)	\$240,208	\$39,847	\$280,056
Sep-24	279	13	28	38	0	358	536	\$140,113	\$62,609	(\$1,055)	\$201,668	\$39,608	\$241,275
Oct-24	296	16	31	41	0	384	579	\$156,729	\$58,287	(\$707)	\$214,309	\$42,643	\$256,952
Nov-24	296	16	32	41	0	385	583	\$122,986	\$62,506	(\$692)	\$184,799	\$42,776	\$227,576
Dec-24	304	16	31	41	0	392	589	\$188,786	\$40,138	(\$374)	\$228,550	\$43,409	\$271,959
YTD	3,662	174	349	449	0	4,634	6,806	\$2,348,745	\$714,250	(\$30,394)	\$3,032,602	\$508,300	\$3,540,902
PEPM	305	15	29	37	0	386	567	\$506.85	\$154.13	(\$8.55)	\$654.42	\$109.69	\$764.11
PEPY	305	15	29	37	0	386	567	\$6,082	\$1,850	(\$79)	\$7,853	\$1,316	\$9,169

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

## Claim Cost Details - by Plan (2)

Group: **Santa Rosa County School District**  
 Plan Year: 1/1/2024  
 Current Period: Dec

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

Premier PPO	Employee Only	Employee + Spouse	Employee + Child(ren)	Employee + Family	2-Employee Family	Total Enrollment	Total Members	Medical Claims	Pharmacy Claims	Stop Loss Claim Credits	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	524	76	111	106	0	817	1,427	\$789,166	\$384,262	\$0	\$1,173,429	\$96,263	\$1,269,691
Feb-24	520	75	110	105	0	810	1,413	\$543,881	\$367,338	\$0	\$911,219	\$95,410	\$1,006,629
Mar-24	518	77	109	105	0	809	1,413	\$549,860	\$347,431	\$0	\$897,291	\$95,374	\$992,665
Apr-24	519	76	107	105	0	807	1,407	\$634,469	\$415,227	\$0	\$1,049,695	\$95,060	\$1,144,755
May-24	518	76	107	105	0	806	1,408	\$615,943	\$508,543	\$0	\$1,124,485	\$94,965	\$1,219,450
Jun-24	518	70	107	107	0	802	1,401	\$583,699	\$421,125	\$0	\$1,004,824	\$94,486	\$1,099,310
Jul-24	501	71	107	105	0	784	1,379	\$775,906	\$438,048	(\$25,016)	\$1,188,938	\$92,619	\$1,281,556
Aug-24	491	69	105	103	0	768	1,352	\$864,886	\$558,530	(\$68,461)	\$1,354,954	\$90,723	\$1,445,677
Sep-24	488	69	106	102	0	765	1,348	\$713,144	\$385,184	(\$131,015)	\$967,313	\$90,376	\$1,057,689
Oct-24	504	71	104	104	0	783	1,378	\$846,526	\$502,231	(\$127,518)	\$1,221,239	\$92,316	\$1,313,555
Nov-24	505	70	104	107	0	786	1,386	\$736,574	\$563,945	(\$188,629)	\$1,111,891	\$92,845	\$1,204,736
Dec-24	503	72	105	107	0	787	1,390	\$897,835	\$492,145	(\$151,398)	\$1,238,581	\$93,074	\$1,331,655
YTD	6,109	872	1,282	1,261	0	9,524	16,702	\$8,551,888	\$5,384,008	(\$692,036)	\$13,243,859	\$1,123,510	\$14,367,369
PEPM	509	73	107	105	0	794	1,392	\$897.93	\$565.31	(\$72.66)	\$1,390.58	\$117.97	\$1,508.54
PEPY	509	73	107	105	0	794	1,392	\$10,775	\$6,784	(\$972)	\$16,687	\$1,416	\$18,103

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Total	Employee Only	Employee + Spouse	Employee + Child(ren)	Employee + Family	2-Employee Family	Total Enrollment	Total Members	Medical Claims	Pharmacy Claims	Stop Loss Claim Credits	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	1,270	125	197	305	0	1,897	3,333	\$1,368,108	\$543,076	\$0	\$1,911,185	\$224,481	\$2,135,665
Feb-24	1,259	125	196	303	0	1,883	3,309	\$826,230	\$514,911	\$0	\$1,341,141	\$222,909	\$1,564,050
Mar-24	1,260	127	196	301	0	1,884	3,307	\$1,038,721	\$461,854	\$0	\$1,500,575	\$222,907	\$1,723,483
Apr-24	1,265	126	195	299	0	1,885	3,299	\$1,097,016	\$617,876	\$0	\$1,714,892	\$222,723	\$1,937,615
May-24	1,258	124	194	298	0	1,874	3,285	\$902,953	\$659,522	\$0	\$1,562,475	\$221,441	\$1,783,916
Jun-24	1,248	119	193	301	0	1,861	3,272	\$1,013,627	\$586,983	\$0	\$1,600,610	\$220,210	\$1,820,820
Jul-24	1,215	119	193	301	0	1,828	3,238	\$1,392,726	\$637,167	(\$31,738)	\$1,998,155	\$217,053	\$2,215,208
Aug-24	1,175	113	187	295	0	1,770	3,149	\$1,415,474	\$735,860	(\$89,305)	\$2,062,029	\$210,410	\$2,272,439
Sep-24	1,168	110	189	292	0	1,759	3,128	\$1,108,091	\$601,318	(\$132,070)	\$1,577,339	\$208,996	\$1,786,335
Oct-24	1,228	115	194	299	0	1,836	3,249	\$1,260,106	\$647,911	(\$128,225)	\$1,779,793	\$217,471	\$1,997,264
Nov-24	1,224	115	196	298	0	1,833	3,246	\$1,245,813	\$733,861	(\$189,320)	\$1,790,353	\$217,162	\$2,007,515
Dec-24	1,226	118	196	302	0	1,842	3,271	\$1,478,461	\$595,579	(\$151,772)	\$1,922,268	\$218,556	\$2,140,825
YTD	14,796	1,436	2,326	3,594	0	22,152	39,086	\$14,147,326	\$7,335,919	(\$722,430)	\$20,760,815	\$2,624,320	\$23,385,136
PEPM	1,233	120	194	300	0	1,846	3,257	\$638.65	\$331.16	(\$92.61)	\$937.20	\$118.47	\$1,055.67
PEPY	1,233	120	194	300	0	1,846	3,257	\$7,664	\$3,974	(\$391)	\$11,246	\$1,422	\$12,668

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year



## Fixed Cost Details - by Plan

Group: **Santa Rosa County School District**  
 Plan Year: **1/1/2024**  
 Current Period: **Dec**

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

HDHP Plan	Total Enrollment	Total Members	Medical Administration	Specific Stop Loss Premium	Aggregate Stop Loss Premium	Consulting Fee	ACA Fees	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	683	1,337	\$22,853	\$56,738	\$1,735	\$3,415	\$359	\$85,100	\$327,029
Feb-24	679	1,327	\$22,719	\$56,435	\$1,725	\$3,395	\$356	\$84,631	\$304,611
Mar-24	682	1,329	\$22,820	\$56,539	\$1,732	\$3,410	\$357	\$84,858	\$417,846
Apr-24	681	1,320	\$22,786	\$56,207	\$1,730	\$3,405	\$354	\$84,482	\$550,541
May-24	673	1,307	\$22,519	\$55,554	\$1,709	\$3,365	\$351	\$83,498	\$290,799
Jun-24	665	1,300	\$22,251	\$55,130	\$1,689	\$3,325	\$349	\$82,744	\$484,718
Jul-24	659	1,295	\$22,050	\$54,852	\$1,674	\$3,295	\$347	\$82,219	\$528,073
Aug-24	642	1,258	\$21,481	\$53,180	\$1,631	\$3,210	\$338	\$79,840	\$546,707
Sep-24	636	1,244	\$21,281	\$52,602	\$1,615	\$3,180	\$334	\$79,012	\$487,371
Oct-24	669	1,292	\$22,385	\$54,737	\$1,699	\$3,345	\$347	\$82,513	\$426,757
Nov-24	662	1,277	\$22,151	\$54,056	\$1,681	\$3,310	\$343	\$81,541	\$575,203
Dec-24	663	1,292	\$22,184	\$54,544	\$1,684	\$3,315	\$347	\$82,073	\$537,210
YTD	7,994	15,578	\$267,479	\$660,576	\$20,305	\$39,970	\$4,180	\$992,510	\$5,476,864
PEPM	666	1,298	\$33.46	\$82.63	\$2.54	\$5.00	\$0.52	\$124.16	\$685.12
PEPY	666	1,298	\$402	\$992	\$30	\$60	\$6	\$1,490	\$8,221

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Standard PPO	Total Enrollment	Total Members	Medical Administration	Specific Stop Loss Premium	Aggregate Stop Loss Premium	Consulting Fee	ACA Fees	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	397	569	\$13,284	\$26,688	\$1,008	\$1,985	\$153	\$43,118	\$538,945
Feb-24	394	569	\$13,183	\$26,562	\$1,001	\$1,970	\$153	\$42,869	\$252,810
Mar-24	393	565	\$13,150	\$26,411	\$998	\$1,965	\$152	\$42,676	\$312,972
Apr-24	397	572	\$13,284	\$26,751	\$1,008	\$1,985	\$153	\$43,181	\$242,319
May-24	395	570	\$13,217	\$26,631	\$1,003	\$1,975	\$153	\$42,979	\$273,667
Jun-24	394	571	\$13,183	\$26,673	\$1,001	\$1,970	\$153	\$42,980	\$236,792
Jul-24	385	564	\$12,882	\$26,280	\$978	\$1,925	\$151	\$42,216	\$405,579
Aug-24	360	539	\$12,046	\$24,943	\$914	\$1,800	\$145	\$39,847	\$280,056
Sep-24	358	536	\$11,979	\$24,786	\$909	\$1,790	\$144	\$39,608	\$241,275
Oct-24	384	579	\$12,849	\$26,743	\$975	\$1,920	\$155	\$42,643	\$256,952
Nov-24	385	583	\$12,882	\$26,835	\$978	\$1,925	\$156	\$42,776	\$227,576
Dec-24	392	589	\$13,116	\$27,178	\$996	\$1,960	\$158	\$43,409	\$271,959
YTD	4,634	6,806	\$155,054	\$316,480	\$11,770	\$23,170	\$1,826	\$508,300	\$3,540,902
PEPM	386	567	\$33.46	\$68.30	\$2.54	\$5.00	\$0.39	\$109.69	\$764.11
PEPY	386	567	\$402	\$820	\$30	\$60	\$5	\$1,316	\$9,169

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

## Fixed Cost Details - by Plan (2)

Group: **Santa Rosa County School District**  
 Plan Year: **1/1/2024**  
 Current Period: **Dec**

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

Premier PPO	Total Enrollment	Total Members	Medical Administration	Specific Stop Loss Premium	Aggregate Stop Loss Premium	Consulting Fee	ACA Fees	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	817	1,427	\$27,337	\$62,383	\$2,075	\$4,085	\$383	\$96,263	\$1,269,691
Feb-24	810	1,413	\$27,103	\$61,821	\$2,057	\$4,050	\$379	\$95,410	\$1,006,629
Mar-24	809	1,413	\$27,069	\$61,826	\$2,055	\$4,045	\$379	\$95,374	\$992,665
Apr-24	807	1,407	\$27,002	\$61,595	\$2,050	\$4,035	\$378	\$95,060	\$1,144,755
May-24	806	1,408	\$26,969	\$61,541	\$2,047	\$4,030	\$378	\$94,965	\$1,219,450
Jun-24	802	1,401	\$26,835	\$61,228	\$2,037	\$4,010	\$376	\$94,486	\$1,099,310
Jul-24	784	1,379	\$26,233	\$60,105	\$1,991	\$3,920	\$370	\$92,619	\$1,281,556
Aug-24	768	1,352	\$25,697	\$58,872	\$1,951	\$3,840	\$363	\$90,723	\$1,445,677
Sep-24	765	1,348	\$25,597	\$58,649	\$1,943	\$3,825	\$362	\$90,376	\$1,057,689
Oct-24	783	1,378	\$26,199	\$59,843	\$1,989	\$3,915	\$370	\$92,316	\$1,313,555
Nov-24	786	1,386	\$26,300	\$60,247	\$1,996	\$3,930	\$372	\$92,845	\$1,204,736
Dec-24	787	1,390	\$26,333	\$60,435	\$1,999	\$3,935	\$373	\$93,074	\$1,331,656
YTD	9,524	16,702	\$318,673	\$728,544	\$24,191	\$47,620	\$4,482	\$1,123,510	\$14,367,369
PEPM	794	1,392	\$33.46	\$76.50	\$2.54	\$5.00	\$0.47	\$117.97	\$1,508.54
PEPY	794	1,392	\$402	\$918	\$30	\$60	\$6	\$1,416	\$18,103

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Total	Total Enrollment	Total Members	Medical Administration	Specific Stop Loss Premium	Aggregate Stop Loss Premium	Consulting Fee	ACA Fees	Total Fixed Costs	Total Claims & Fixed Costs
Jan-24	1,897	3,333	\$63,474	\$145,809	\$4,818	\$9,485	\$894	\$224,481	\$2,135,665
Feb-24	1,883	3,309	\$63,005	\$144,818	\$4,783	\$9,415	\$888	\$222,909	\$1,564,050
Mar-24	1,884	3,307	\$63,039	\$144,776	\$4,785	\$9,420	\$887	\$222,907	\$1,723,483
Apr-24	1,885	3,299	\$63,072	\$144,553	\$4,788	\$9,425	\$885	\$222,723	\$1,937,615
May-24	1,874	3,285	\$62,704	\$143,726	\$4,760	\$9,370	\$881	\$221,441	\$1,783,916
Jun-24	1,861	3,272	\$62,269	\$143,031	\$4,727	\$9,305	\$878	\$220,210	\$1,820,820
Jul-24	1,828	3,238	\$61,165	\$141,236	\$4,643	\$9,140	\$869	\$217,053	\$2,215,208
Aug-24	1,770	3,149	\$59,224	\$136,995	\$4,496	\$8,850	\$845	\$210,410	\$2,272,439
Sep-24	1,759	3,128	\$58,856	\$136,038	\$4,468	\$8,795	\$839	\$208,996	\$1,786,335
Oct-24	1,836	3,249	\$61,433	\$141,324	\$4,663	\$9,180	\$872	\$217,471	\$1,997,264
Nov-24	1,833	3,246	\$61,332	\$141,138	\$4,656	\$9,165	\$871	\$217,162	\$2,007,515
Dec-24	1,842	3,271	\$61,633	\$142,157	\$4,679	\$9,210	\$878	\$218,556	\$2,140,825
YTD	22,152	39,086	\$741,206	\$1,705,600	\$56,266	\$110,760	\$10,488	\$2,624,320	\$23,385,136
PEPM	1,846	3,257	\$33.46	\$77.00	\$2.54	\$5.00	\$0.47	\$118.47	\$1,055.67
PEPY	1,846	3,257	\$402	\$924	\$30	\$60	\$6	\$1,422	\$12,668

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year



## Health Plan Cost Details - by Plan

Group: **Santa Rosa County School District**  
 Plan Year: **1/1/2024**  
 Current Period: **Dec**

**Stop Loss Terms:**

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

HDHP Plan	Total Enrollment	Total Members	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs	Paid Rx Rebates	Employer HSA Funding	Total Budget	Over / (Under) Total Budget	Employee Contributions	Net Employer Cost
Jan-24	683	1,337	\$241,929	\$85,100	\$327,029	(\$96,176)	\$38,930	\$895,872	(\$626,089)	(\$195,041)	\$74,741
Feb-24	679	1,327	\$219,980	\$84,631	\$304,611	\$0	\$38,725	\$891,300	(\$547,965)	(\$168,275)	\$175,061
Mar-24	682	1,329	\$332,988	\$84,858	\$417,846	\$0	\$38,845	\$892,824	(\$436,133)	(\$230,890)	\$225,801
Apr-24	681	1,320	\$466,058	\$84,482	\$550,541	(\$138,375)	\$38,625	\$887,146	(\$436,355)	(\$96,563)	\$354,228
May-24	673	1,307	\$207,302	\$83,498	\$290,799	\$0	\$38,125	\$876,665	(\$547,741)	(\$162,572)	\$166,352
Jun-24	665	1,300	\$401,974	\$82,744	\$484,718	\$0	\$37,805	\$870,419	(\$347,896)	(\$641,030)	(\$118,507)
Jul-24	659	1,295	\$445,854	\$82,219	\$528,073	(\$105,111)	\$37,565	\$866,124	(\$405,597)	(\$44,952)	\$415,575
Aug-24	642	1,258	\$466,867	\$79,840	\$546,707	\$0	\$36,390	\$838,906	(\$255,809)	(\$43,008)	\$540,088
Sep-24	636	1,244	\$408,359	\$79,012	\$487,371	\$0	\$36,015	\$829,486	(\$306,100)	(\$180,539)	\$342,847
Oct-24	669	1,292	\$344,245	\$82,513	\$426,757	\$0	\$37,605	\$862,421	(\$398,059)	(\$183,352)	\$281,011
Nov-24	662	1,277	\$493,663	\$81,541	\$575,203	\$0	\$37,235	\$851,915	(\$239,477)	(\$196,442)	\$415,997
Dec-24	663	1,292	\$455,137	\$82,073	\$537,210	(\$58,642)	\$37,500	\$860,133	(\$344,065)	(\$162,411)	\$353,657
YTD	7,994	15,578	\$4,484,354	\$992,510	\$5,476,864	(\$398,303)	\$453,365	\$10,423,211	(\$4,891,285)	(\$2,305,074)	\$3,226,852
PEPM	666	1,298	\$560.96	\$124.16	\$685.12	(\$49.83)	\$56.71	\$1,303.88	(\$611.87)	(\$288.35)	\$403.66
PEPY	666	1,298	\$6,732	\$1,490	\$8,221	(\$589)	\$681	\$15,647	(\$7,342)	(\$3,460)	\$4,844

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Employee Contributions are based on the Insurance Spreadsheet provided by Santa Rosa County Public Schools. Contributions by plan are estimated based on enrollment.

Standard PPO	Total Enrollment	Total Members	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs	Paid Rx Rebates	Employer HSA Funding	Total Budget	Over / (Under) Total Budget	Employee Contributions	Net Employer Cost
Jan-24	397	569	\$495,827	\$43,118	\$538,945	(\$82,203)	\$0	\$420,219	\$36,523	(\$98,220)	\$358,522
Feb-24	394	569	\$209,941	\$42,869	\$252,810	\$0	\$0	\$418,394	(\$165,584)	(\$85,156)	\$167,654
Mar-24	393	565	\$270,296	\$42,676	\$312,972	\$0	\$0	\$415,906	(\$102,934)	(\$115,827)	\$197,144
Apr-24	397	572	\$199,138	\$43,181	\$242,319	(\$47,539)	\$0	\$421,546	(\$226,766)	(\$50,050)	\$144,731
May-24	395	570	\$230,688	\$42,979	\$273,667	\$0	\$0	\$419,556	(\$145,889)	(\$85,046)	\$188,621
Jun-24	394	571	\$193,812	\$42,980	\$236,792	\$0	\$0	\$420,385	(\$183,593)	(\$338,149)	(\$101,357)
Jul-24	385	564	\$363,363	\$42,216	\$405,579	(\$60,466)	\$0	\$414,579	(\$69,466)	(\$23,649)	\$321,464
Aug-24	360	539	\$240,208	\$39,847	\$280,056	\$0	\$0	\$394,173	(\$114,117)	(\$22,802)	\$257,254
Sep-24	358	536	\$201,668	\$39,608	\$241,275	\$0	\$0	\$391,519	(\$150,244)	(\$96,165)	\$145,110
Oct-24	384	579	\$214,309	\$42,643	\$256,952	\$0	\$0	\$423,039	(\$166,087)	(\$103,889)	\$153,063
Nov-24	385	583	\$184,799	\$42,776	\$227,576	\$0	\$0	\$424,532	(\$196,957)	(\$113,339)	\$114,237
Dec-24	392	589	\$228,550	\$43,409	\$271,959	(\$37,187)	\$0	\$429,675	(\$194,903)	(\$92,291)	\$142,482
YTD	4,634	6,806	\$3,032,602	\$508,300	\$3,540,902	(\$227,395)	\$0	\$4,993,523	(\$1,680,016)	(\$1,224,582)	\$2,088,925
PEPM	386	567	\$654.42	\$109.69	\$764.11	(\$49.07)	\$0.00	\$1,077.58	(\$362.54)	(\$264.26)	\$450.78
PEPY	386	567	\$7,853	\$1,316	\$9,169	(\$589)	\$0	\$12,931	(\$4,350)	(\$3,171)	\$5,409

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Employee Contributions are based on the Insurance Spreadsheet provided by Santa Rosa County Public Schools. Contributions by plan are estimated based on enrollment.



## Health Plan Cost Details - by Plan (2)

Group: **Santa Rosa County School District**  
 Plan Year: 1/1/2024  
 Current Period: Dec

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

Premier PPO	Total Enrollment	Total Members	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs	Paid Rx Rebates	Employer HSA Funding	Total Budget	Over / (Under) Total Budget	Employee Contributions	Net Employer Cost
Jan-24	817	1,427	\$1,173,429	\$96,263	\$1,269,691	(\$431,602)	\$0	\$1,034,797	(\$196,707)	(\$317,445)	\$520,645
Feb-24	810	1,413	\$911,219	\$95,410	\$1,006,629	\$0	\$0	\$1,025,382	(\$18,753)	(\$272,417)	\$734,212
Mar-24	809	1,413	\$897,291	\$95,374	\$992,665	\$0	\$0	\$1,025,896	(\$33,231)	(\$374,752)	\$617,913
Apr-24	807	1,407	\$1,049,695	\$95,060	\$1,144,755	(\$380,935)	\$0	\$1,021,787	(\$257,968)	(\$157,868)	\$605,952
May-24	806	1,408	\$1,124,485	\$94,965	\$1,219,450	\$0	\$0	\$1,020,931	\$198,519	(\$269,121)	\$950,329
Jun-24	802	1,401	\$1,004,824	\$94,486	\$1,099,310	\$0	\$0	\$1,014,769	\$84,541	(\$1,054,447)	\$44,863
Jul-24	784	1,379	\$1,188,938	\$92,619	\$1,281,556	(\$364,256)	\$0	\$996,966	(\$79,666)	(\$72,974)	\$844,326
Aug-24	768	1,352	\$1,354,954	\$90,723	\$1,445,677	\$0	\$0	\$976,424	\$469,253	(\$71,167)	\$1,374,510
Sep-24	765	1,348	\$967,313	\$90,376	\$1,057,689	\$0	\$0	\$972,829	\$84,860	(\$301,795)	\$755,894
Oct-24	783	1,378	\$1,221,239	\$92,316	\$1,313,555	\$0	\$0	\$992,344	\$321,211	(\$303,713)	\$1,009,842
Nov-24	786	1,386	\$1,111,891	\$92,845	\$1,204,736	\$0	\$0	\$999,020	\$205,716	(\$332,184)	\$872,553
Dec-24	787	1,390	\$1,238,581	\$93,074	\$1,331,656	(\$455,955)	\$0	\$1,002,615	(\$126,915)	(\$270,908)	\$604,793
YTD	9,524	16,702	\$13,243,859	\$1,123,510	\$14,367,369	(\$1,632,749)	\$0	\$12,083,760	\$650,861	(\$3,798,789)	\$8,935,831
PEPM	794	1,392	\$1,390.58	\$117.97	\$1,508.54	(\$171.44)	\$0.00	\$1,268.77	\$68.34	(\$398.86)	\$938.24
PEPY	794	1,392	\$16,687	\$1,416	\$18,103	(\$2,067)	\$0	\$15,225	\$820	(\$4,786)	\$11,259

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Employee Contributions are based on the Insurance Spreadsheet provided by Santa Rosa County Public Schools. Contributions by plan are estimated based on enrollment.

Total	Total Enrollment	Total Members	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs	Paid Rx Rebates	Employer HSA Funding	Total Budget	Over / (Under) Total Budget	Employee Contributions	Net Employer Cost
Jan-24	1,897	3,333	\$1,911,185	\$224,481	\$2,135,665	(\$609,981)	\$38,930	\$2,350,888	(\$786,274)	(\$610,706)	\$953,908
Feb-24	1,883	3,309	\$1,341,141	\$222,909	\$1,564,050	\$0	\$38,725	\$2,335,077	(\$732,302)	(\$525,847)	\$1,076,928
Mar-24	1,884	3,307	\$1,500,575	\$222,907	\$1,723,483	\$0	\$38,845	\$2,334,625	(\$572,298)	(\$721,469)	\$1,040,858
Apr-24	1,885	3,299	\$1,714,892	\$222,723	\$1,937,615	(\$566,849)	\$38,625	\$2,330,479	(\$921,088)	(\$304,480)	\$1,104,911
May-24	1,874	3,285	\$1,562,475	\$221,441	\$1,783,916	\$0	\$38,125	\$2,317,152	(\$495,111)	(\$516,739)	\$1,305,302
Jun-24	1,861	3,272	\$1,600,610	\$220,210	\$1,820,820	\$0	\$37,805	\$2,305,573	(\$446,947)	(\$2,033,626)	(\$175,001)
Jul-24	1,828	3,238	\$1,998,155	\$217,053	\$2,215,208	(\$529,833)	\$37,565	\$2,277,669	(\$554,728)	(\$141,575)	\$1,581,365
Aug-24	1,770	3,149	\$2,062,029	\$210,410	\$2,272,439	\$0	\$36,390	\$2,209,503	\$99,327	(\$136,977)	\$2,171,852
Sep-24	1,759	3,128	\$1,577,339	\$208,996	\$1,786,335	\$0	\$36,015	\$2,193,833	(\$371,483)	(\$578,499)	\$1,243,851
Oct-24	1,836	3,249	\$1,779,793	\$217,471	\$1,997,264	\$0	\$37,605	\$2,277,805	(\$242,936)	(\$590,953)	\$1,443,916
Nov-24	1,833	3,246	\$1,790,353	\$217,162	\$2,007,515	\$0	\$37,235	\$2,275,467	(\$230,717)	(\$641,964)	\$1,402,786
Dec-24	1,842	3,271	\$1,922,268	\$218,556	\$2,140,825	(\$551,784)	\$37,500	\$2,292,423	(\$665,882)	(\$525,609)	\$1,100,931
YTD	22,152	39,086	\$20,760,815	\$2,624,320	\$23,385,136	(\$2,258,447)	\$453,365	\$27,500,494	(\$5,920,440)	(\$7,328,445)	\$14,251,609
PEPM	1,846	3,257	\$937.20	\$118.47	\$1,055.67	(\$101.95)	\$20.47	\$1,241.45	(\$267.26)	(\$330.83)	\$643.36
PEPY	1,846	3,257	\$11,246	\$1,422	\$12,668	(\$1,223)	\$246	\$14,897	(\$3,207)	(\$3,970)	\$7,720

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Employee Contributions are based on the Insurance Spreadsheet provided by Santa Rosa County Public Schools. Contributions by plan are estimated based on enrollment.



## Health Plan Cost Details - by Group

Group: Santa Rosa County School District  
Plan Year: 1/1/2024  
Current Period: Dec

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

Active / COBRA	Total Enrollment	Total Members	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs	Paid Rx Rebates	Employer HSA Funding	Total Budget	Over / (Under) Total Budget	Employee Contributions	Net Employer Cost
Jan-24	1,818	3,245	\$1,804,129	\$216,549	\$2,020,679	(\$538,629)	\$38,410	\$2,276,369	(\$755,910)	(\$527,340)	\$993,119
Feb-24	1,803	3,220	\$1,233,240	\$214,882	\$1,448,122	\$0	\$38,205	\$2,259,649	(\$773,322)	(\$525,847)	\$960,480
Mar-24	1,805	3,219	\$1,244,041	\$214,976	\$1,459,017	\$0	\$38,325	\$2,260,053	(\$762,711)	(\$525,546)	\$971,797
Apr-24	1,807	3,211	\$1,593,561	\$214,839	\$1,808,400	(\$534,676)	\$38,060	\$2,255,756	(\$943,972)	\$0	\$1,311,784
May-24	1,799	3,200	\$1,435,331	\$213,844	\$1,649,175	\$0	\$37,560	\$2,244,996	(\$558,262)	(\$516,739)	\$1,169,995
Jun-24	1,787	3,188	\$1,539,573	\$212,708	\$1,752,281	\$0	\$37,240	\$2,234,273	(\$444,752)	(\$1,884,868)	(\$95,347)
Jul-24	1,753	3,154	\$1,782,837	\$209,504	\$1,992,341	(\$480,191)	\$37,045	\$2,206,494	(\$657,299)	(\$67,034)	\$1,482,161
Aug-24	1,695	3,085	\$1,931,335	\$202,861	\$2,134,196	\$0	\$35,870	\$2,138,328	\$31,738	(\$71,259)	\$2,098,807
Sep-24	1,686	3,046	\$1,475,428	\$201,638	\$1,677,067	\$0	\$35,495	\$2,124,370	(\$411,809)	(\$517,906)	\$1,194,655
Oct-24	1,757	3,159	\$1,651,909	\$209,444	\$1,861,352	\$0	\$37,045	\$2,201,299	(\$302,902)	(\$512,529)	\$1,385,868
Nov-24	1,757	3,159	\$1,713,367	\$209,421	\$1,922,788	\$0	\$36,675	\$2,201,529	(\$242,066)	(\$519,970)	\$1,439,493
Dec-24	1,766	3,184	\$1,900,746	\$210,815	\$2,111,562	(\$523,647)	\$36,940	\$2,218,485	(\$593,631)	(\$460,885)	\$1,163,969
YTD	21,233	38,050	\$19,305,496	\$2,531,483	\$21,836,979	(\$2,077,144)	\$446,870	\$26,621,602	(\$6,414,896)	(\$6,129,924)	\$14,076,781
PEPM	1,769	3,171	\$909.22	\$119.22	\$1,028.45	(\$07.83)	\$21.05	\$1,253.78	(\$302.12)	(\$208.70)	\$662.97
PEPY	1,769	3,171	\$10,911	\$1,431	\$12,341	(\$1,174)	\$253	\$15,045	(\$3,025)	(\$3,404)	\$7,956

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Employee Contributions are based on the Insurance Spreadsheet provided by Santa Rosa County Public Schools.

Retiree	Total Enrollment	Total Members	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs	Paid Rx Rebates	Employer HSA Funding	Total Budget	Over / (Under) Total Budget	Employee Contributions	Net Employer Cost
Jan-24	79	88	\$107,055	\$7,931	\$114,987	(\$71,352)	\$520	\$74,519	(\$30,364)	(\$83,366)	(\$39,211)
Feb-24	80	89	\$107,901	\$8,027	\$115,928	\$0	\$520	\$75,428	\$41,020	\$0	\$116,448
Mar-24	79	88	\$256,534	\$7,931	\$264,465	\$0	\$520	\$74,572	\$190,413	(\$195,924)	\$69,062
Apr-24	78	88	\$121,331	\$7,884	\$129,215	(\$32,173)	\$565	\$74,723	\$22,884	(\$304,480)	(\$206,873)
May-24	75	85	\$127,144	\$7,597	\$134,742	\$0	\$565	\$72,156	\$63,151	\$0	\$135,307
Jun-24	74	84	\$61,038	\$7,501	\$68,539	\$0	\$565	\$71,300	(\$2,196)	(\$148,758)	(\$79,654)
Jul-24	75	84	\$215,318	\$7,549	\$222,867	(\$49,642)	\$520	\$71,175	\$102,570	(\$74,541)	\$99,204
Aug-24	75	84	\$130,694	\$7,549	\$138,243	\$0	\$520	\$71,175	\$67,588	(\$65,718)	\$73,046
Sep-24	73	82	\$101,911	\$7,358	\$109,268	\$0	\$520	\$69,463	\$40,325	(\$80,592)	\$49,196
Oct-24	79	90	\$127,884	\$8,028	\$135,912	\$0	\$560	\$76,506	\$59,966	(\$78,424)	\$58,048
Nov-24	76	87	\$76,986	\$7,741	\$84,727	\$0	\$560	\$73,938	\$11,349	(\$121,995)	(\$36,707)
Dec-24	76	87	\$21,522	\$7,741	\$29,263	(\$28,137)	\$560	\$73,938	(\$72,251)	(\$64,724)	(\$63,037)
YTD	919	1,036	\$1,455,319	\$92,837	\$1,548,156	(\$181,303)	\$6,495	\$878,892	\$494,456	(\$1,198,521)	\$174,828
PEPM	77	86	\$1,583.59	\$101.02	\$1,684.61	(\$167.28)	\$7.07	\$966.36	\$538.04	(\$1,304.16)	\$190.24
PEPY	77	86	\$19,003	\$1,212	\$20,215	(\$2,367)	\$85	\$11,476	\$6,456	(\$15,650)	\$2,283

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Employee Contributions are based on the Insurance Spreadsheet provided by Santa Rosa County Public Schools.

Total	Total Enrollment	Total Members	Total Claims Net of Stop Loss Credits	Total Fixed Costs	Total Claims & Fixed Costs	Paid Rx Rebates	Employer HSA Funding	Total Budget	Over / (Under) Total Budget	Employee Contributions	Net Employer Cost
Jan-24	1,897	3,333	\$1,911,185	\$224,481	\$2,135,665	(\$609,981)	\$38,930	\$2,350,888	(\$786,274)	(\$610,706)	\$953,908
Feb-24	1,883	3,309	\$1,341,141	\$222,909	\$1,564,050	\$0	\$38,725	\$2,335,077	(\$732,302)	(\$525,847)	\$1,076,928
Mar-24	1,884	3,307	\$1,500,575	\$222,907	\$1,723,483	\$0	\$38,845	\$2,334,625	(\$572,298)	(\$721,469)	\$1,040,858
Apr-24	1,885	3,299	\$1,714,892	\$222,723	\$1,937,615	(\$566,849)	\$38,625	\$2,330,479	(\$921,088)	(\$304,480)	\$1,104,911
May-24	1,874	3,285	\$1,562,475	\$221,441	\$1,783,916	\$0	\$38,125	\$2,317,152	(\$495,111)	(\$516,739)	\$1,305,302
Jun-24	1,861	3,272	\$1,600,610	\$220,210	\$1,820,820	\$0	\$37,805	\$2,305,573	(\$446,947)	(\$2,033,626)	(\$175,001)
Jul-24	1,828	3,238	\$1,998,155	\$217,053	\$2,215,208	(\$529,833)	\$37,565	\$2,277,669	(\$554,728)	(\$141,575)	\$1,581,365
Aug-24	1,770	3,149	\$2,062,029	\$210,410	\$2,272,439	\$0	\$36,390	\$2,209,503	\$99,327	(\$136,977)	\$2,171,852
Sep-24	1,759	3,128	\$1,577,339	\$208,996	\$1,786,335	\$0	\$36,015	\$2,193,833	(\$371,483)	(\$578,499)	\$1,243,851
Oct-24	1,836	3,249	\$1,779,793	\$217,471	\$1,997,264	\$0	\$37,605	\$2,277,805	(\$242,936)	(\$590,953)	\$1,443,916
Nov-24	1,833	3,246	\$1,790,353	\$217,162	\$2,007,515	\$0	\$37,235	\$2,275,467	(\$230,717)	(\$641,964)	\$1,402,786
Dec-24	1,842	3,271	\$1,922,268	\$218,556	\$2,140,825	(\$551,784)	\$37,500	\$2,292,423	(\$665,882)	(\$525,609)	\$1,100,931
YTD	22,152	39,086	\$20,760,815	\$2,624,320	\$23,385,136	(\$2,258,447)	\$453,365	\$27,500,494	(\$6,920,440)	(\$7,328,445)	\$14,251,609
PEPM	1,846	3,257	\$937.20	\$118.47	\$1,055.67	(\$101.95)	\$20.47	\$1,241.45	(\$217.29)	(\$210.03)	\$643.36
PEPY	1,846	3,257	\$11,246	\$1,422	\$12,668	(\$1,225)	\$246	\$14,897	(\$3,207)	(\$3,070)	\$7,720

PEPM = Per Enrolled Employee Per Month

PEPY = Per Enrolled Employee Per Year

Employee Contributions are based on the Insurance Spreadsheet provided by Santa Rosa County Public Schools.

## Aggregate Stop Loss Tracking

Group: **Santa Rosa County School District**  
 Plan Year: 1/1/2024  
 Current Period: Dec

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

Total	Aggregate Factors	Total Claims Net of Stop Loss Credits	Percent of Aggregate Factors
Jan-24	\$2,085,847	\$1,910,170	91.58%
Feb-24	\$2,071,776	\$1,347,887	65.06%
Mar-24	\$2,071,025	\$1,484,983	71.70%
Apr-24	\$2,067,468	\$1,712,176	82.82%
May-24	\$2,055,654	\$1,569,601	76.36%
Jun-24	\$2,046,086	\$1,588,446	77.63%
Jul-24	\$2,021,316	\$1,979,090	97.91%
Aug-24	\$1,960,905	\$2,072,815	105.71%
Sep-24	\$1,947,075	\$1,569,315	80.60%
Oct-24	\$2,021,925	\$1,787,561	88.41%
Nov-24	\$2,019,323	\$1,806,178	89.44%
Dec-24	\$2,034,293	\$1,925,118	94.63%
YTD	<b>\$24,402,694</b>	<b>\$20,753,341</b>	<b>85.05%</b>
PEPM	<b>\$1,101.60</b>	<b>\$936.86</b>	
PEPY	<b>\$13,219</b>	<b>\$11,242</b>	

Aggregate Factors	Employee Only	Employee + Spouse	Employee + Child(ren)	Employee + Family
Med-Rx	\$750.61	\$1,495.22	\$1,323.31	\$2,245.83

Minimum Attachment Point: \$26,877,123

*CALCULATIONS SHOWN ARE ESTIMATES AND ARE NOT A GUARANTEE OF REIMBURSEMENT. OTHER FACTORS MAY NEED TO BE CONSIDERED, SUCH AS FINAL PHARMACY REBATES, AGGREGATING SPECIFIC DEDUCTIBLES, ADDITIONAL LASER LIABILITY, ETC. WHICH CAN INFLUENCE THE FINAL ELIGIBLE CLAIMS UNDER THE CONTRACT. FORMAL REIMBURSEMENT CALCULATIONS MAY VARY AND COME FROM THE STOP LOSS CARRIER.*



## Fixed Costs & Budgets

Group: **Santa Rosa County School District**  
 Plan Year: **1/1/2024**  
 Current Period: **Dec**

### Stop Loss Terms:

Specific Coverage	\$175,000	12/24	Med-Rx
Aggregate Coverage	120%	24/12	Med-Rx

Premium Equivalent Rates - Monthly	Employee Only	Employee + Spouse	Employee + Child(ren)	Employee + Family	2-Employee Family
HDHP Plan	\$779.75	\$1,715.45	\$1,403.55	\$2,339.23	\$2,339.23
Standard PPO	\$829.49	\$1,824.87	\$1,493.08	\$2,488.46	\$2,488.46
Premier PPO	\$855.91	\$1,883.01	\$1,540.64	\$2,567.74	\$2,567.74
Employer HSA Funding	\$40.00	\$85.00	\$85.00	\$85.00	\$85.00

Employee Contributions - Monthly	Employee Only	Employee + Spouse	Employee + Child(ren)	Employee + Family	2-Employee Family
HDHP Plan	\$43.82	\$562.30	\$460.07	\$766.78	\$187.14
Standard PPO	\$121.50	\$677.18	\$554.06	\$923.43	\$625.00
Premier PPO	\$167.06	\$716.70	\$586.39	\$977.32	\$700.00

Fixed Costs	PEPM
Medical Administration	\$33.46
Composite SSL Premium	\$79.05
EE Only SSL Premium	\$54.38
EE+Spouse SSL Premium	\$102.36
EE+Child(ren) SSL Premium	\$91.28
EE+Family SSL Premium	\$150.72
Aggregate Stop Loss Premium	\$2.54
Consulting Fee	\$5.00

PY2024 Budget	PEPM	Annual Total
Total Enrollment	22,764	22,764
Average Enrollment	1,897	1,897
Medical Claims	\$892.73	\$20,322,064
Pharmacy Claims	\$313.66	\$7,140,185
Fixed Costs	\$120.05	\$2,732,805
ACA Fees	\$0.47	\$10,732
Estimated Paid Rx Rebates	(\$107.69)	(\$2,451,555)
Employer HSA Funding	\$20.52	\$467,160
Total Gross Plan Cost	\$1,239.74	\$28,221,390
Employee Contributions	(\$315.09)	(\$7,172,619)
Net Employer Plan Cost	\$924.65	\$21,048,771

\*Note ACA Fees and Employer HSA Funding amounts are not included in plan assets



#### **Disclaimer**

This report contains data provided to Marsh & McLennan Agency by carriers and other third-party sources. The information in this report should be compared to any information you may receive directly from a carrier or third-party data source. Marsh & McLennan Agency and its affiliated entities disclaim all responsibility for the use, content, accuracy, timeliness, and completeness of the carriers or third-party's information. Marsh & McLennan Agency shall not be responsible or otherwise liable for any damages or losses, whether direct, indirect, incidental, special, consequential, or exemplary, that arise from the use of this report.



A blurred background image showing a business meeting. In the foreground, a person's hand holds a silver pen. In the background, another person's hand holds a tablet. The scene is set in an office environment with a striped tie visible on the right.

# Health Management Consulting

# Your Health Management Consulting Team



**Sarah Shanahan, MS, RDN, LD**  
*Regional Director of Health Management Consulting*

- Over 20 years of experience in individual and population health management
- Bachelor of Science, Nursing from Medical College of Georgia
- Registered Dietitian Nutritionist; Master of Science, Nutrition Education from Columbia University



**Kelsey Heeren, CHES**  
*Health Management Consultant*

- Over 10 years of corporate well-being experience with medical carrier and insurance brokerage
- Certified Health Education Specialist
- Bachelor of Science, Health Promotion from University of Georgia
- Sits in Atlanta office



**Mason Koski, CHES**  
*Health Management Associate*

- Supports Health Management Consulting team
- Certified Health Education Specialist
- Bachelor of Science, Health Promotion from University of Georgia with a minor in Global Health
- Sits in Atlanta office

# Health Management Consulting service overview



## Program development

- Strategic advice for workplace policies and programs to support healthy behavior and lifestyle change
- Wellness incentive structure and design

## Multi-year strategy design

- Assistance with development of strategic and data-driven well-being plans
- Alignment with corporate goals and objectives

## Vendor selection

- Third-party vendor solutions based on relevant data
- MMA Vendor Innovation Council

## Evaluation

- Identify metrics to support company objectives
- Monitor and track program progress
- Provide recommendations for continuous program evolution

## Employee engagement

- Employee communication and education
- Workplace wellness committee support
- Custom employee well-being surveys

## Additional offerings

- Wellness program compliance review backed by MMA's Compliance Center of Excellence
- Worksite Clinic support
- Planning and Analytics for Total Health (PATH)
- Workforce well-being classes and training

# Our population health data-driven strategy





# Vendor Innovation Council

Council reviews clinically-based, outcome-driven third-party vendor solutions to tackle chronic conditions affecting our clients' workforce.

## Family planning & support



## Musculoskeletal



## Mental health



## Total Well-being



## Worksite clinics & occupational health



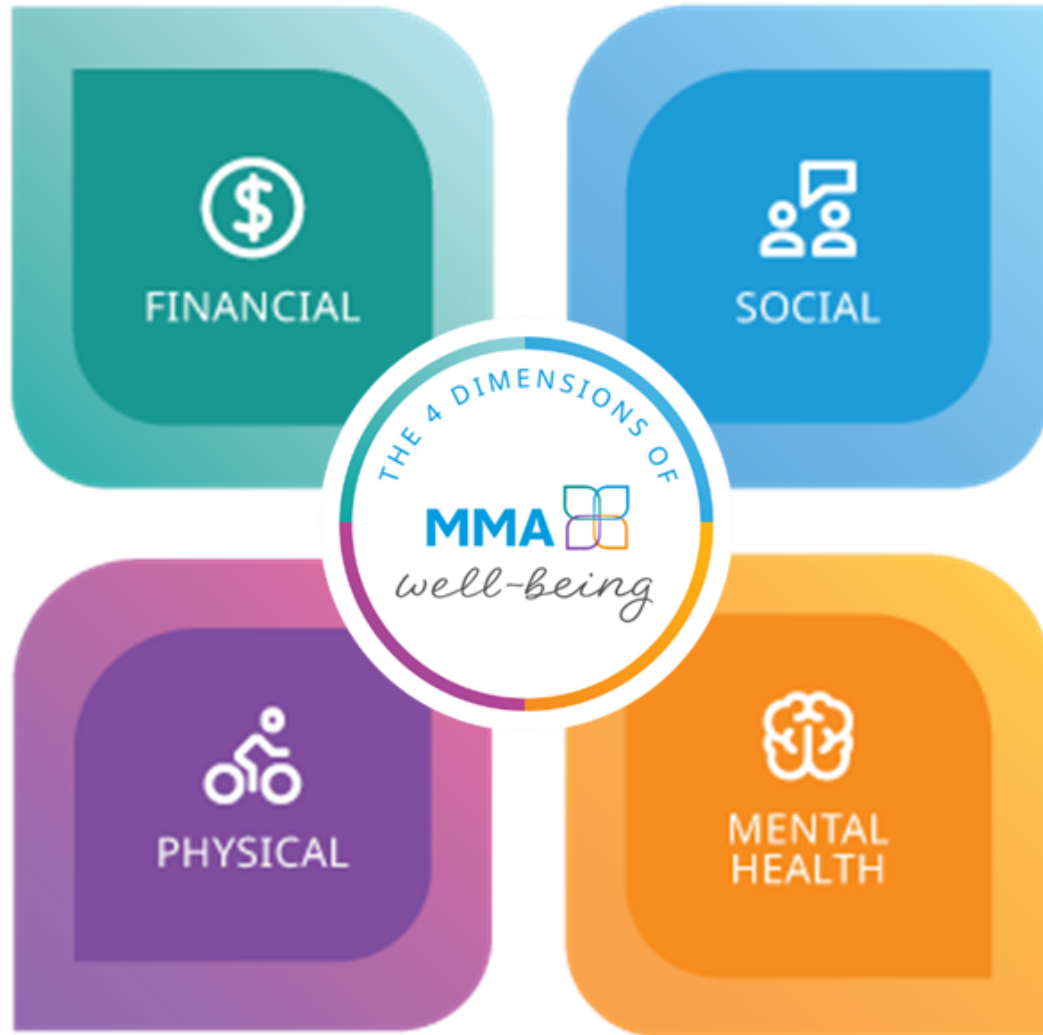
## Prediabetes/diabetes



## Weight management



# The Four Dimensions



MMA takes a holistic approach to well-being which includes four dimensions:

**Physical** well-being is about caring for one's body through proper movement, nutrition, and regular visits to the doctor.

**Financial** well-being is about creating security with one's finances to reduce the stress of financial challenges.

**Social** well-being is about feeling connected to others. It is sustained by building a healthy, diverse, supportive community within the organization.

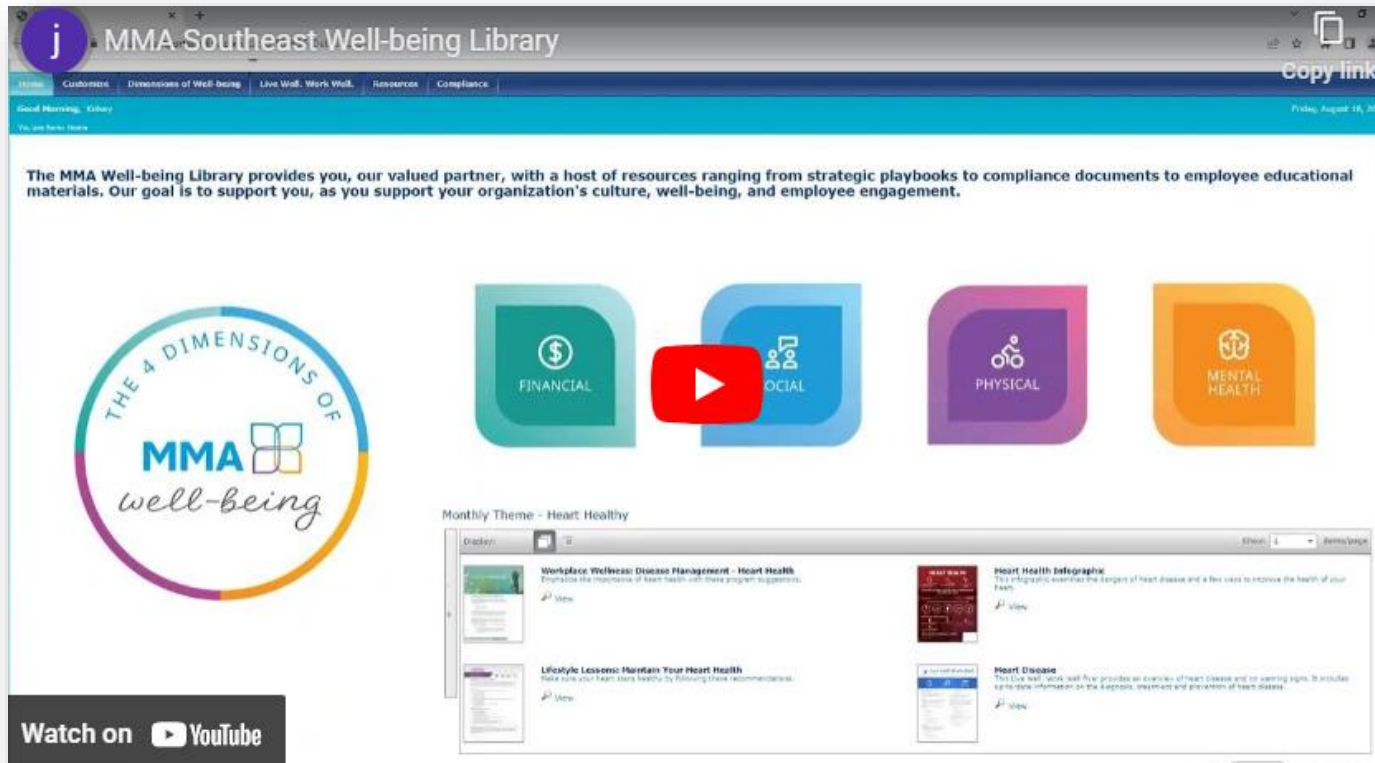
**Mental** well-being is about feeling able to cope with the challenges of life. It is sustained by building an environment free from stigma around behavioral health concerns.

# MMA Well-being Library

Employer Facing

This is your employer resource for well-being program information, compliance, and employee educational materials on a variety of topics

[Learn how to navigate the Library in this video](#)



**Visit:**

<https://mmaatl.clientportalonline.com/>

**Login:**

WellbeingWithMMA@zywave.com

**Password:**

Workpl@ceWe!!being

*Login information will change periodically and will be communicated in the monthly emails*

# Turnkey Resources

Employer Facing

Find all resources in the [MMA Well-being Library](#)

Live Well Work Well

Dimensions of  
Well-being Playbooks

Well-being Ambassador  
Program Toolkit

Well-being  
Communications Toolkit

Diabetes Toolkit

Hypertension Toolkit

Mental Health Toolkit

Mental Health  
Resources one-pager

Know Where To Go for  
Mental Health

Know Where To Go

Monthly Well-being  
Materials

Using A Wellness Fund  
one-pager

Developing a Well-being  
Committee one-pager

Well-being Survey  
Template

Non-Tobacco User  
Attestation

Wellness Reimagined  
Whitepaper

Taxability of Wellness  
Program Rewards

Wellness Program  
Compliance

Sample Health and  
Welfare Benefits Annual  
Notices\*

Tobacco Surcharges –  
Legal Rules

\*Found in the ADA Language and Reasonable Alternative Standard Sample  
Marsh & McLennan Agency LLC



# Well-being Resource Hub

A one-stop location to support well-being at the workplace

## Well-being Toolkits

Practical tools for your team



Mental Health Toolkit



Well-being Communications Toolkit



Diabetes Toolkit



Well-being Ambassador Program Toolkit



Hypertension Toolkit

## On-demand Well-being Learning

Your one-stop shop for all our well-being events



On demand | What can employers do to address mental health in the...

## Well-being Blogs

Explore more well-being articles



What you need to know about employee well-being

06/12/2024



Why is mental health such a concern for the construction industry?

05/01/2024



Nourishing employee productivity and fueling success

04/23/2024

## Well-being Playbooks

Build your own strategy



Mental Health Playbook



Social Well-being Playbook



Financial Well-being Playbook



Well-being Playbook



Well-being Foundations Playbook



Social Determinants of Health

## Santa Rosa County District Schools

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**Submitted By:** Floyd Smith, on behalf of Grade Level Directors

### Curriculum/ Instruction Action Agenda

---

**Title of Item:** Alternative Placements

**Description/Introduction:** Students who were found to be in violation of the Code of Student Conduct and attended a Disciplinary Hearing

**Recommendation/Action Requested:** Board Approval as submitted

---

### Financial Impact:

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### Legal Review

**Does item require legal review?** No

**If Yes, Approval Date**

---

### REVIEWERS:

Reviewer	Action	Date
Smith, Floyd	Approved	1/28/2025 - 11:36 AM
Thorpe, Mike	Approved	1/28/2025 - 12:33 PM

### ATTACHMENTS:

Description	Upload Date	Type
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## Santa Rosa County District Schools

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**Submitted By:** Brian Noack, Director of High Schools

### Curriculum/ Instruction Action Agenda

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**Title of Item:** School Calendar Revision 24/25  
**Description/Introduction:** Revised 24/25 SY Calendar  
**Recommendation/Action Requested:** Request approval

---

### Financial Impact:

**A-Funds required from School Board?** No  
**B-Amount required**  
**C-Grant/Project Synopsis attached?** No  
**D-Date Grant/Project Reviewed/Approved by Accountant:**

---

### Legal Review

**Does item require legal review?** No  
**If Yes, Approval Date**

---

### REVIEWERS:

Reviewer	Action	Date
Dobbs, Myra	Approved	1/29/2025 - 2:56 PM

### ATTACHMENTS:

Description	Upload Date	Type
School Calendar Revision 24-25 SY	1/30/2025	Cover Memo



# SANTA ROSA COUNTY SCHOOL BOARD

## 2024-25 CALENDAR

PRE-PLANNING ..... August 5-9, 2024  
 POST-PLANNING..... May 30 – June 2, 2025  
 STUDENTS BEGIN ..... August 12, 2024  
 STUDENTS LAST DAY ..... May 29, 2025

### 9 Weeks

Aug. 12 – Oct. 11 (~~44~~ 43 days)  
 Oct. 15 – Dec. 20 (43 days)  
 Jan. 7 – Mar. 14 (~~47~~ 43 days)  
 Mar. ~~25~~ 24 – May 29 (~~46~~ 47 days)

### Report Cards

October 25  
 January 17  
 April 4  
 May 29 (Elementary)  
 June 13 (Middle/High)

### Mid-Term Reports

September 11  
 November 14  
 February ~~10~~ 12  
 April 24

### Early Release & Holidays

September 2	Labor Day
October 14	Planning Day (No school for students/workday for teachers)
November 11	Veterans Day
November 25-29	Fall/Thanksgiving Break
December 20	Early Release for all students – Semester Exams Middle/High Schools
Dec. 23 – Jan. 3	Winter/Christmas Break
January 6	Planning Day (No school for students/workday for teachers)
January 20	Martin Luther King Jr. Day
February 17	Presidents Day
March 17-21	Spring Break
<del>March 24</del>	<del>Planning Day (No school for students/workday for teachers)</del>
March 24	Early Release for all students/Teacher Planning Day
April 18	Good Friday
May 26	Memorial Day
<del>May 27-28</del>	<del>Semester Exams – Early Release for Middle/High Schools</del>
May 27-28	Semester Exams Middle/High Schools (Full Days for all students)
May 29	Early Release, Last day of school for all students–Semester Exams Middle/High Schools

### HIGH SCHOOL GRADUATION DATES

May 20 – Blended Academy	5:00 P.M.
May 20 – Locklin Tech.	7:00 P.M.
May 21 – Santa Rosa High/Adult	7:30 P.M.
May 22 – Milton High	7:00 P.M.
May 29 – Jay High	5:00 P.M.
May 29 – Central High	7:30 P.M.
May 30 – Navarre High	11:00 A.M.
May 30 – Gulf Breeze High	2:30 P.M.
May 30 – Pace High	6:00 P.M.

### Semester Exams

1<sup>st</sup> Semester  
 December 18, 19, 20  
  
 2<sup>nd</sup> Semester  
 May 27, 28, 29

### Senior Final Exams

May ~~19, 20, 21,~~ 22, 23, 27

### Storm Days (if needed)

2<sup>nd</sup> Semester: ~~March 24,~~ May 30

\*Dates/Times subject to change

## Santa Rosa County District Schools

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**Submitted By:** Dr. Karen Barber, Superintendent of Schools

### **Superintendent Action Agenda**

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**Title of Item:** Request to Change Date for March 6, 2025 Board Meeting

**Description/Introduction:** Request to change the date for March 6, 2025 Board Meeting to March 11, 2025. Time and location is the same, 5:30 pm at Woodlawn Beach Middle School.

**Recommendation/Action Requested:** Request approval

---

### **Financial Impact:**

**A-Funds required from School Board?** No

**B-Amount required**

**C-Grant/Project Synopsis attached?** No

**D-Date Grant/Project Reviewed/Approved by Accountant:**

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### **Legal Review**

**Does item require legal review?** No

**If Yes, Approval Date**

---

### **REVIEWERS:**

<b>Reviewer</b>	<b>Action</b>	<b>Date</b>
Dobbs, Myra	Approved	1/28/2025 - 2:32 PM

### **ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
School Board Meeting Schedule	1/28/2025	Cover Memo



*Mission: "To love, educate, and prepare all students for graduation and a successful future"*

### **2025 School Board Meeting/Workshop Dates**

Date	Description	
December 10, 2024 (Tues)	Meeting (Canal St)	05:30 pm
January 16, 2025 (Thurs)	Meeting (Canal St)	05:30 pm
February 4, 2025 (Tues)**	Meeting (Canal St)	05:30 pm
<del>March 6, 2025 (Thurs)</del> <del>March 11, 2025 (Tues)</del>	Meeting (WBMS)	05:30 pm
April 10, 2025 (Thurs)	Meeting (Canal St)	05:30 pm
May 1, 2025 (Thurs)	Meeting (Canal St)	05:30 pm
May 15, 2025 (Thurs)	Meeting (Canal St)	05:30 pm
June 10, 2025 (Tues)	Meeting (Central)	09:00 am
July 22, 2025 (Tues)*	Workshop - 2025/26 Budget Presentation (Canal St)	09:00 am
	Meeting (Canal St)	10:00 am
July 29, 2025 (Tues)*	Meeting – 1st Public Hearing/Budget (WBMS)	05:30 pm
August 7, 2025 (Thurs)	Meeting (Canal St)	09:00 am
Sept. 9, 2025 (Tues)*	Meeting – Final Public Hearing/Budget (Central)	05:30 pm
Oct. 9, 2025 (Thurs)**	Meeting (WBMS)	05:30 pm
Nov. 18, 2025 (Tues)*	Reorganization/Meeting (Canal St)	09:00 am

\*Required Dates

\*\*Out-of-Field

Additional meetings/workshops scheduled as needed.

Updated 2/04/2025

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
Elizabeth Hewey

DISTRICT 3  
Carol Boston

DISTRICT 4  
Charles Elliott

DISTRICT 5  
Scott Peden