

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**January 21, 2016-9:00 AM**

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

*The School Board of Santa Rosa County met in regular session at 9:00 a.m. with the following members present Mrs. Jennifer Granse, Chairperson, Mr. Scott Peden, Vice-Chairman, Dr. Diane Scott, Mrs. Carol Boston and Mr. Hugh Winkles. Also present was Timothy S. Wyrosdick, Superintendent of Schools and Secretary. Mr. Paul Green, Board Attorney was ill and unable to attend this morning.*

**B. Pledge of Allegiance**

*The Chairman called the meeting to order and Mrs. Laura Alston led us in the Pledge of Alliance to the Flag and in a moment of silence.*

**C. Approval of Minutes**

**1. School Board Meeting Minutes Dec. 8, 2015**

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

**D. Oral Written Communications**

*Mr. Wyrosdick notified the board members that Mr. Green called in and explained that he was sick and was not going to be able to attend this morning. He reported that he has reviewed all contracts and agreements that are coming before the board today and has no objection to any of them being approved by the board.*

*We will be celebrating Literacy Week January 25th - 29th. There will be many activities and invitations to schools to help celebrate.*

*The Superintendent was proud to announce that Ms. Stephanie Duffy, a math teacher from Gulf Breeze High School was chosen as the 2017 Teacher of the Year.*

**E. Recognitions/Resolutions/Proclamations**

**1. Military Volunteer Recognition Day**

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

*The board approved the resolution declaring February 25, 2016 as Military Recognition Day.*

**2. Lowe's Recognition**

*April Martin, Director of Elementary Schools came forward to recognize Lowe's for their partnership with our schools. Lowe's donated materials and built the little library on the front lawn of the Canal Street complex. Mrs. Martin shared with the board they have donated materials and labor to both Jay Elementary and Dixon Elementary school for landscaping and Mr. Mike Dwyer (Lowe's) was presented with a certificate of appreciation.*

### **3. Hobbs Middle School Celebrate Literacy Week**

*Patti Petrie announced that although it has been there for a couple of months, the Little Library officially opened this morning with the ribbon cutting. Literacy Week celebration is January 25 - 29th. She also introduced Franklin, the turtle and Clifford, the dog who will be helping us celebrate Literacy Week. One of the ways we are celebrating Literacy week is with a competition/contest titled "Literacy Changes Our World." Hobbs Middle School won the contest with their project. Students from Hobbs visited both Bagdad Elementary and Rhodes Elementary School's Pre-K, ESE Pre-K and Head Start students. They presented the students with a pack of early reader books and read to them. Ms. Petrie presented Mr. Floyd Smith (former Principal of Hobbs Middle School) with a certificate of recognition.*

### **F. Public Hearing**

#### **1. Public Hearing on revisions to 2015-2016 Student Code of Conduct**

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

*The Chairman opened the public hearing on revisions to the 2015-16 Student Code of Conduct and asked if anyone wanted to address the board. There was no response and the hearing was closed.. The board approved the Code of Student Conduct, 2015-16 as revised and amended.*

#### **2. Public Hearing on Instructional Materials - Art Adoption**

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

*The Chairman opened the public hearing and asked if anyone wanted to address the board regarding Instructional Materials - Art Adoption. There was no response and the hearing was closed. The board approved the adoption of the Art Instructional materials.*

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

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

*The board approved the request to advertise a public hearing to be held March 10, 2016 at 9:00 on updates to School Board Policy.*

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

*The Chairman opened the floor for a public forum and asked if anyone wanted to address the board regarding an item not on the agenda.*

*Mrs. Denise Ray, mother of two children attending schools in Santa Rosa County came forward to speak to the board. She explained this was the first time she has ever attended a board meeting. First she wanted to thank whoever was responsible for the little library in the front of the Canal St. building.*

*Mrs. Ray spoke a few minutes about how she would like to become more involved at the schools her children attend and felt as though she and her son aren't being utilized as volunteers. Her presentation to the board can be heard on the video of the meeting.*

## ***Administrative Agenda***

- H. Approval of Agenda- Items may be pulled from the Administrative Agenda and placed under the respective Action Agenda category by request of the Board member/Superintendent**

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

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

- 1. Human Resource items**
  - a. Human Resource Administrative Agenda**
  - b. Leaves and Out of State Temporary Duty**
  - c. 2015-2016 Annual Safety Inspections**
  
- 2. Curriculum/Instruction Items**
  - a. Student Transfer Requests**
  - b. School Volunteers**
  - c. Business Partnerships**
  
- 3. Financial Items**
  - a. Budget Amendment #15/02, Bills and Payroll, and Monthly Financial Statement for October 31, 2015**
  - b. Carr Riggs & Ingram Audit Letter**
  
- 4. Administrative Operational Items**
  - a. Facility Use Requests**
  - b. Religious Venue Request - January 2016**
  - c. Field Trip Requests**

## ***Action Agenda***

- I. Administrative/Operational Recommendations- Joey Harrell, Assistant Superintendent for Administrative Services**
- 1. Surplus 012116**

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

## **2. Escambia County School Board Communication Cabling Bid 012116**

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

## **3. Food Service Quarterly Report 012116**

*Ms. Leslie Bell, Food Service Director came forward to present the quarterly Food Service update. She thanked the board for the opportunity to address them this morning. Her presentation will center around the new Food Truck, Student Well-Being, Community and Future Events. Ms. Bell explained that the Food Truck goes to a different high school each day and the menu rotates as well. The average increase in "new" meals is between 13% - 16% per visit on the days that the truck is at each school. She showed some photos of the truck serving students at Navarre High and at Milton High.*

*Sodexo has partnered with the media students at the high schools to gather feedback, highlight programs and create promotions. She showed a short commercial created by Gulf Breeze High media students.*

*October 12-16 was National School Lunch Week. She shared multiple pictures of the decorations and the fun some of the schools had celebrating the week. Student Chef Cook-Off was held November 14, 2015. Sims Middle School Student Tyler White, his family and the Food Service team traveled to Tallahassee to support Tyler. Tyler came in 2nd place.*

*Sodexo participates in many community events, especially around the holidays. Ms. Bell showed a couple of pictures of Food Service adopting a local family in need and participating in the Nigh of Blessing community dinner.*

*Ms. Bell shared two "save the date" events coming up - National School Breakfast Week, March 7-11, 2016 and the 2016 Future Chef Culinary Competition scheduled for March 17, 2016.*

*More information about both events will be forthcoming.*

*Ms. Bell asked the board if they had any questions and again thanked the board for allowing her to make her presentation.*

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

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

*The board approved awarding the Santa Rosa Adult School - Office Addition to Larry Hall Construction as the best and lowest at \$211,000.*

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

*The Board approved the final payment for Navarre High School - Building Construction Technical Lab/Classroom Addition.  
A. E. New, Jr., Inc. - \$53,726.33*

DAG Architects - \$1,540.00

## **5. Pinder Martin Agenda Items**

*The board reviewed the status of the current Pinder Martin Associates, Inc. construction projects.*

## **6. Schmidt Consulting Agenda Items**

*The board reviewed the status of the current Schmidt Consulting construction projects.*

## **7. Berryhill Administrative Complex**

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

*Mr. Joey Harrell, Assistant Superintendent for Administration came forward to present the cost analysis that has been done on the Berryhill Administrative Complex. Mr. Harrell shared with the board the members of the committee that worked on the cost analysis. Committee members were: Joey Harrell, Assistant Superintendent Administrative Services, Tim Wyrosdick, Superintendent (non-voting), Richard Laing, Director of Building Maintenance, Rufus Phillips, Building Code Official, Maintenance Foreman II, Dr. Diane Scott, School Board Member, District 1 (non-voting), Nathan Ford, Assistant to the City Manager, Gulf Breeze, Florida, Cinnamon Holdeman, Abaca Mortgage, Navarre, Florida, Mike Lewis, Milton Historic Preservation Board Chairman, Milton, Florida, Rhonda Royals, Building Official, Santa Rosa County, FL.*

*Professional Resources who worked with the committee were: Stephen W. Leonard, PE Berube Leonard LLC, Mike Martin, Construction Manager, Pinder-Martin Associates, Inc. and David Pinder, Architect, Pinder-Martin Associates, Inc.*

*Mr. Harrell explained the Castaldi Analysis of the BAC has been completed. The task before the committee was to answer the question "what is the most feasible way to fix the BAC?" Either raze the building in it's entirely and build over or try to fix it as it stands.*

*I. Castaldi Analysis (or other cost analysis formula to support the proposed project)  
Analysis indicates that the building should be replaced.*

*II. The following five cost analysis requirement questions must be addressed:*

*1, How many years will modernization extend the useful life of the modernized building (s)? Analysis assumes 10 additional years of useful life.*

*2. Does the existing building(s) lend itself to improvement, alteration, remodeling, and expansion? If no, explain why not. No, the extent of the necessary improvements would require the entire building to become 2014 SREF compliant.*

*3. Explain how a modernized and a replacement building(s) fits into a well-conceived long-range plan of the district/community college? Based on the Castaldi Analysis, modernization of the building is not the most feasible alternative. However, replacement must be accomplished in order to house various district personnel and alternatively placed ESE students.*

4. What is the percentage derived by dividing the cost for modernization by the cost for a replacement building? 85.8%

A committee of district officials and independent citizens from outside the school attendance zone has determined that the replacement of the building(s) is financially justified and no other alternative is feasible? Yes, consensus was achieved with respect to replacing the building. No other alternative was recommended.

Mr. Harrell distributed photos and drawings of the BAC building. The drawings/photos can be seen in the attachment. The photos show extensive wood rot, beam and joist failure. It also showed where newer wood has been added in the past to try and shore up the rotting wood. The drawing of the building illustrates where the majority of the problem is and shows the offices that are affected in purple. No one is working in the purple areas of the diagram as their offices have been relocated.

Mr. Harrell explained that since this is an administrative office building, the committee had to choose rates from either elementary, middle or high school facilities. They chose to use middle school figures because it is the middle of the road. Using the middle school facilities rates it would cost the district \$3,916,011.00 to replace the BAC building, and \$4,029,606.60 to remodel (modernization) the building. Based on these figures, the BAC building should be replaced.

Mr. Harrell seeks approval of the Castaldi Analysis with the recommendation the building be replaced and send it to the Department of Education in Tallahassee. Mr. Harrell will begin working on plans to relocate personnel and move the offices to other facilities.

Mr. Winkles asked about the input the committee received from the Preservation (Historic Society). We will work with them because we want to be a good neighbor and will consider their requests, however the district has to be mindful of its solvency.

Mr. Wyrosdick mentioned one of the things brought up by the preservation committee is their desire for the district to stay in Milton. The site doesn't lend itself to the building of a school but we can use it for offices and limited ESE classes. The Superintendent stated that all our administrative facilities need to be addressed due to function, access, and safety.

#### **8. Sailwind Condominium Association of Gulf Breeze - Easement Agreement**

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

Granted an easement to city of gulf breeze for drainage prior area at GBHS that dealt with water intrusion. This has helped residents and the high school.

Sailwind condos green belt has been tore up to install. City has agreed to landscape. Irrigation has been requested - easement gives condo permission to use our property

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

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

The board approved the following change orders decreasing the projects payable below to the appropriate contractor by the amounts shown. These decreases are to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing.

\*Central School-Gym/HVAC/Locker Room  
A. E. New Jr.  
\$58,846.33

*\*Gulf Breeze High School-Chiller Ph. 11*

*A. E. New Jr.*

*\$22,272.18*

*\*Gulf Breeze High School - Chiller Ph. 111*

*A. E. New Jr.*

*\$33,998.73*

*\*Gulf Breeze Middle School - Kitchen/Cafeteria*

*A. E. New Jr.*

*\$48,005.75*

*\*Holley Navarre Middle School - Kitchen/Cafeteria*

*Jack Moore & Company*

*\$48,212.77*

*\*Navarre High School - Technology Lab*

*A. E. New Jr.*

*\$38,997.11*

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

**1. Human Resource Action Agenda**

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

*The board approved the administrative appointment of Wesley Underwood as the Principal of Hobbs Middle School, effective Jan. 22, 2016.*

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

*The board approved the following two job descriptions:*

*\*Computer Support Supervisor (Revised)*

*\*Network Support Technician (New)*

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

**1. Early Terminations**

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

*The board approved the termination of Alternative Placement of student A15-0103-44 and to rescind the early termination of Alternative Placement of student A16-0151-13.*

**2. Alternative Placements**

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

**3. Affiliation Agreement West Florida Hospital**

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

**4. Affiliation Agreement CVS Minute Clinic**

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

**5. West Navarre Intermediate School Advisory Council By-laws Revision**

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

**6. District Issued Vocational Teacher Certification**

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

**7. High School Athletic Schedules - Spring 2016**

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

**8. Class Size Reduction Compliance Plan**

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

**9. Early Head Start and Head Start Readiness Goals (RG) Assessment Outcomes (Review Only)**

*The board reviewed the Early Head Start and Head Start Readiness Goals Assessment Outcomes.*

**10. Early Head Start/Head Start Monthly Report for November and December 2015 (Review Only)**

*The Board reviewed the Early Head Start/Head Start Monthly Report for November and December 2015.*

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

*None*

**M. Items from Board Members**

*Mrs. Granse mentioned that she is celebrating Literacy Week by attending some of the activities available and reading a new book.*

**N. Items from Board Attorney**

*None*

**O. Items from Superintendent**

*The Superintendent reminded the board we will meet at 12:00 noon at the Russell Center for a*



*workshop with our County Commissioners.*

*He also shared that a lot has taken place over the last few days as far as school grades and testing information. The State Board of Education has made a decision and given some definitive information to the districts. We expect to receive our school grades on Feb. 9th. He feels good about the assessment we will be receiving about last year. We are hoping to receive the information much earlier next year, maybe even as early as June.*

*Dr. Scott thanked Mr. Wyrosdick for his efforts to help this happen. Mr. Wyrosdick has traveled to Tallahassee many times recently helping express the Superintendent's views on testing students and the school grades.*

**P. Adjournment**

*There being no further business the meeting was adjourned.*

**DONE AND ORDERED IN LEGAL SESSION BY THE SCHOOL BOARD OF SANTA ROSA COUNTY THIS 21st DAY OF JANUARY, 2016 A.D.**

**SCHOOL BOARD OF  
SANTA ROSA COUNTY**

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*Chairman*

**ATTEST:**

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*Superintendent of Schools*