

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**October 17, 2017-9:00 AM**

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

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

**B. Pledge of Allegiance**

*The Chairman called the meeting to order and Mrs. April Martin led us in the Pledge of Allegiance to the Flag and in a moment of silence.*

**C. Approval of Minutes**

**1. Approval of School Board Meeting Minutes of September 26, 2017**

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

**D. Oral Written Communications**

*Superintendent Wyrosdick introduced Dave Stephens, Executive Director of Florida School Boards Insurance Trust. Mr. Stephens shared that Santa Rosa is a leader within the state in providing training and a good example.*

*Dr. Scott commended Ms. Smith, Coordinator of Risk Management and Benefits, for the work she does; Mr. Stephens commented that the transition from Mrs. Retherford (to Ms. Smith) was seamless. Superintendent Wyrosdick agreed that Pam Smith does an amazing job and he appreciates the partnership we have with FSBIT.*

**E. Recognitions/Resolutions/Proclamations**

*None*

**F. Public Hearing**

*None*

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

*School Board Chairman Scott Peden reviewed the protocol for the Public Forum; presentations are limited to approximately five minutes; the Board cannot take action on requests.*

*For a complete word for word transcript of the public forum, please see the video. The following presentations to the Board have been condensed.*

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

*Kelvin Cannington came up and began with questions regarding a process to address complaints that students/parents may have against a school district employee; at what point an unbiased person may be brought in and is a resolution provided to the parent once the investigation is complete. Superintendent Wyrosdick responded that a parent may choose to go to the administrator of the school (principal/assistant principal), and it continues to move up the organization to the grade level director, assistant superintendent, and the superintendent. A student/parent may also contact Professional Practices anonymously.*

*Mr. Cannington asked about the resolution being provided to the parent; Superintendent Wyrosdick said that information would be communicated directly to the parent (excluding specific personnel action). Mr. Cannington asked again if an unbiased person is brought into an investigation; Superintendent Wyrosdick responded that depending on the nature of the offense law enforcement may be brought in as well as DCF; there are multiple avenues that a student or parent may take for recourse. Mr. Cannington said that he did not intend that the Superintendent could not be unbiased; he just wanted to know when a situation would be reviewed by an third party who does not have a working relationship within the school district. The Superintendent responded that the investigation is reviewed at every step; it is a very workable, solid process. He also added that he would be glad to meet with Mr. Cannington privately if there is a particular incident that he is concerned about.*

*Mr. Cannington continued that he would like an update on the possibility of having some Board meetings at the south end. Superintendent Wyrosdick responded that the facilities we had hoped to use are not available at the times we need them. We are considering adding that capability (specific WiFi, live streaming, and broadcasting) to an existing facility.*

*Christopher Starks then came forward and stated that he was speaking on behalf of several parents regarding concerns they have related to the Memorandum of Understanding with the Pregnancy Resource Center. Mr. Starks asked how they could get a formal agenda on the subject to ask questions they have. Superintendent Wyrosdick responded that this is the public forum to ask questions.*

*Mr. Starks feels that abstinence education (offered by the Pregnancy Resource Center) is not enough for our children and wants to know if other organizations may be able to provide alternate classes with more detailed medical-based information.*

*Superintendent Wyrosdick responded that the school system is charged to take on responsibilities that belong to parents - parents should sit down and have that discussion. We (the school district) will do what is required by law; this curriculum has been vetted, advertised, and noticed; we are always in the process of reviewing our curriculum. The Superintendent continued that if Mr. Starks has critiques of the curriculum he would be glad to put him in touch with those who can take that under advisement; we will continue to amalgamate the curriculum as needed. Mr. Starks feels that this is part of Biology; and should be taught as such; the Superintendent pointed out that we are following the law; if not satisfied with the law, work on changing it. Mr. Starks said that he would be in touch with the Superintendent for contact information on working to change the curriculum.*

*Mr. Peden asked if anyone else would like to address the Board; there being no other requests, the public forum was closed.*

### **Administrative Agenda**

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

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

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

- 1. Human Resource items**
  - a. Administrative Agenda**
  - b. Leaves and Out of State Temporary Duty**
  - c. Annual Inspections 2017-2018**

2. **Curriculum/Instruction Items**
  - a. **Suspensions**
  - b. **Student Transfers**
  - c. **School Volunteers**
3. **Financial Items**
  - a. **Monthly Financial Statement for July and August 2017, Bills and Payroll for July and August 2017**
4. **Administrative Operational Items**
  - a. **Field Trips**
  - b. **Facility Use Requests**

### ***Action Agenda***

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

##### **1. RFP 100614-CDW National Joint Powers Alliance 101717**

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

##### **2. Okaloosa County School District ITB 18-01 Paper 101717**

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

##### **3. Surplus 101717**

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

##### **4. Custodial Quarterly Report 101717**

*Steve Sport with ABM presented the ABM quarterly custodial report. The overall QC score for all grade levels is 3.25.*

*Ryan Brock then came up to provide a report on the estimated annual savings due to outsourcing custodial services; the total estimated annual savings to Santa Rosa District Schools is \$5,235,995.44.*

*Service awards were presented to the following employees who have*

completed fourteen years of service: Robert Cooke, R. C. Freeman, Tim Glasgow, Danny Gordon, Melisa Hankins, Lolita Hardy, Ron Kradel, Marie Lee, Kristin Snow, Dianne Steans, Leonisa Zonio, Leslie Tims, Jr., Shirley Green, Vicki Chism, Jesusa Bailey, and William Saterfield.

## **5. DAG Architects**

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

*The Board approved awarding Hewes & Company the Douglas A. Dillon Administrative Center as the lowest and best construction bid at \$5,965,500. This bid is under budget with all alternates included (items that could be removed if the bid came in over budget).*

*The Superintendent reminded everyone of the reason for the Douglas A. Dillon Administrative Center - the Berryhill Administrative Complex is deteriorating. He commended Assistant Superintendent Joey Harrell, Administrative Services, and DAG Architects for their work on this project. Mr. Wyrosdick pointed out that DAG's fees are related to the cost of the project so when they negotiate costs down it affects their payment.*

*Dr. Scott asked when we would see construction activity begin; Sandy with DAG Architects responded that we should begin to see activity on October 30; this is a seven-month project.*

*Mr. Harrell noted that the DOE calculation was approximately \$14.5 million for the total project but our cost will be half that amount. We've done well financially by refurbishing an existing building and it will be completed in seven months.*

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

## **6. Schmidt Consulting Group**

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

*The Board approved awarding Milton High - HVAC Renovation Phase B to Comfort Systems as the lowest and best at a bid of \$1,559,387.*

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

## **7. Architectural Selection Jay Elementary School**

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

*The Board approved awarding the architectural selection for six classroom additions and demolition of building 4 at Jay Elementary*

School to DAG Architects. The project is over \$2,000,000 and the Continuing Contract cannot be utilized. The review committee was comprised of Christy Baggett, Kelly Short, Rufus Phillips, Richard Laing, and Joey Harrell.

#### **8. Prequalified Contractor**

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

The Board approved James B. Donaghey, Inc. as a Certified Educational Facility Contractor.

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

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

The Board approved the following Direct Purchasing Change Orders **decreasing** the projects payable below to the appropriate contractor by the amounts shown. These decreases are to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing.

- Chumuckla Elementary - Classroom/Lab/Resource Room Addition  
Larry Hall Construction  
\$97,294.22
- Sims Middle - Resource Room Addition/Kitchen  
Expansion/Renovation  
Hewes & Company  
\$53,009.37

#### **10. Facilities Name Committee**

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

The Board approved naming the Press Box at Pace High School in memory of Mr. Billy Roberts, the "William Lee 'Billy' Roberts Press Box."

Mr. Billy Roberts' brother, Mr. Roy Roberts, requested at the Board meeting on September 7, 2017 that the Facilities Name Committee be convened to consider renaming the Patriot Stadium after his brother, Mr. Billy Roberts. Mr. Billy Roberts coached little league players for many years and volunteered for twenty-nine years as the play by play announcer for every Friday night football game of the Pace Patriots, without any compensation.

Assistant Superintendent Joey Harrell reported that the Facilities Name Committee met on September 26, 2017 to discuss naming Patriot Stadium or a facility on Pace High School's campus after Mr. Billy

*Roberts. After input from family members and the public, the committee unanimously recommended to name the Press Box after Mr. Billy Roberts. The Committee included Mr. Rick Carroll, SRPE Representative; Mr. Bill Emerson, Assistant Superintendent for Curriculum & Instruction; Mr. Robert Freeman, Community Representative; Mr. Joey Harrell, Assistant Superintendent for Administrative Services/Chair; and Mr. Floyd Smith, Director of Middle Schools.*

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

**1. Action Agenda**

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

*The Board approved two new job descriptions as submitted:*

- 1. Digital Media Specialist I*
- 2. Student Intervention Specialist*

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

**1. Alternative Placements**

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

*The Chairman asked if anyone wanted to address the Board regarding any of the alternative placements; no one came forward.*

*The Board approved the list of students being recommended for alternative placement as presented.*

**2. Rescinding of Early Termination**

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

*The Board approved rescinding an early termination of alternative placement that had been approved at the September 26, 2017 Board meeting.*

*Dr. Scott asked if this would start the alternative placement time period over again or if it would put the original sanctions back in place.*

*Superintendent Wyrosdick responded that it puts the original sanctions back in place.*

**3. Memorandum of Understanding Between The Board of Santa**

**Rosa County School District, Florida Department of Children  
and Families, FamiliesFirst Network**

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

**4. Title I Cooperative Agreement (Santa Rosa County and Escambia County)**

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

**5. Title IV Student Support and Academic Enrichment 2017-18**

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

**6. Uniform Assessment Calendar 1718**

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

**7. 2018-2019 & 2019-2020 School Year Calendars**

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

*Superintendent Wyrosdick thanked the Calendar Committee for their hard work. It is a tough task to build a calendar that meets the needs of Santa Rosa County; doesn't always replicate what our neighboring counties may be doing.*

*Dr. Scott noted that there is some consolidation of graduation dates which should be helpful.*

**8. Winter Athletic Schedules**

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

**9. Strategic Improvement Plan for 2017-18**

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

*Superintendent Wyrosdick pointed out that each year he works with his staff to develop a plan that is very targeted to move our school system forward.*

**10. SIPs, SACs & ByLaws**

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

*Superintendent Wyrosdick called attention to the hard work that is part of*



*this process. It includes the School Advisory Council sitting down with the school principal, staff, and grade level leaders. There is intricate data work taking place.*

#### **11. Head Start Monthly Report for August and September**

*The Board reviewed the Head Start monthly report for August and September 2017.*

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

*None*

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

##### **1. 2017-18 Salaries of School Board Members**

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

*School Board member Jennifer Granse made a motion that School Board member salary remain the same. The 2017-18 School Board member salary recommendation from the Office of Economic and Demographic Research is \$35,813; Board members voted to keep their current salary of \$32,450.*

*Superintendent Wyrosdick discussed the Legislature's Office of Economic and Demographic Research calculation of School Board member salary amounts based on Chapter 145.19, F.S. and Section 1001.395, F.S. The Superintendent shared that by law School Board salary moves to the proposed amount on July 1. School Board members have the option of reducing their salary, keeping it the same, or continuing on as already set. The Superintendent noted that the last salary increase accepted by Board members was effective July 1, 2012 in the amount of \$358.*

*School Board member Mr. Buddy Hinote shared that he visited several schools during National School Lunch Week and it was very enjoyable; the food was outstanding.*

*Mrs. Carol Boston reported that she visited Woodlawn Beach Middle and Holley Navarre Intermediate during National School Lunch Week and had a great time. She also expressed appreciation to Mrs. Alt for inviting her to tour T. R. Jackson Pre-K which she enjoyed very much.*

*Dr. Scott spoke of the All-County Chorus activity which she attended; there were many talented students performing.*

*Mr. Peden attended a STEAM event at Oriole Beach Elementary that had an amazing turnout; he thanked Pensacola Mess Hall for volunteering at the activity as well as some Junior ROTC students who helped out.*

**N. Items from Board Attorney**

*School Board Attorney Paul Green reported on the Gulf Breeze property (409 Gulf Breeze Parkway) sale that he thinks we're getting close to a solution that will be satisfactory to the buyer. The current extension goes through the end of this month. We should hear something definitive in November.*

**O. Items from Superintendent**

**1. Triumph Project - Innovation High School**

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

*Superintendent Wyrosdick requested approval for submission of a draft grant application to receive some of the dollars from the BP oil spill settlement "Triumph" Project for construction of Innovation High School. This is an opportunity to put together a project or projects that would be part of the Triumph renumeration; we have positioned ourselves for three years in anticipation of these dollars. If approved, this means that we are one step closer to making application.*

*Our proposal for Innovation High School will utilize a career themed approach to talent development which meets the needs of the students and industry within our region. Santa Rosa District Schools will partner with local industry and postsecondary education providers to provide skills training and industry certification that will result in internships and employment with regional industry partners.*

*There are a couple of requirements that must be met. We must have School Board approval for submission of the application; and the process goes to the Board of County Commissioners to review for opportunities for sharing/partnering; to drive economic growth in Northwest Florida it makes sense that we partner with other people.*

*There will be some matching involved; SRSD already owns property that could be used and there is the possibility that one of our community partners may donate land to be used. Our match will also include the salaries and benefits for staffing of the proposed high school project.*

*Superintendent Wyrosdick continued that the City of Gulf Breeze contacted him the day before this meeting regarding their submission for Triumph dollars. The Superintendent pointed out that he is not*

*requesting approval; but making the Board aware publicly that the City of Gulf Breeze master plan may include transforming land on the east side of Highway 98 (athletic facilities) into retail space. This would mean that athletic facilities be moved to another space. The Superintendent noted that he is not endorsing the plan or seeking approval just providing information.*

*Dr. Scott noted that this is a fifty-year plan; does it include the possibility of moving the schools? Superintendent Wyrosdick responded that is not in the master plan; but there has been some discussion. He stated that we would need a large check to rebuild schools. We have to stretch our imagination; as governmental bodies it is part of what we do to ensure that we are using public property appropriately.*

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

**P. Adjournment**

*Motion to Approve was moved by Carol Boston, Seconded by Diane Scott. Motion Passed by a Vote of 5 - 0.  
There being no further business the meeting was adjourned.*

*DONE AND ORDERED IN LEGAL SESSION by the School Board of Santa Rosa County this 17th day of October, 2017.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

\_\_\_\_\_  
Chairman

ATTEST:

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