

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
June 21, 2018-6:30 PM

A. Call to Order and Roll Call

The School Board of Santa Rosa County met in regular session at 6:30 p.m. with the following members present: Dr. Diane Scott, Chairman, Mrs. Carol Boston, Vice-Chairman, Mr. Buddy Hinote, Mrs. Jennifer Granse, and Mr. Scott Peden. Also present was Timothy S. Wyrosdick, Superintendent of Schools and Secretary and Paul R. Green, Board Attorney.

B. Pledge of Allegiance

The Chairman called the meeting to order and Mr. Victor Lowrimore 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 June 7, 2018

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

D. Oral Written Communications

None

E. Recognitions/Resolutions/Proclamations

None

F. Public Hearing

1. Request to Advertise for Public Hearing on the 2018-2019 Code of Student Conduct

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

The Board approved advertising for a public hearing on the 2018-2019 Code of Student Conduct to be held at the School Board meeting on August 2, 2018 at 6:30 P.M.

2. Request to Advertise for the 2018-2019 Student Progression Plan

Motion to Approve was moved by Carol Boston, Seconded by Scott

Peden. Motion Passed by a Vote of 5 - 0.

The Board approved advertising for a public hearing on the 2018-2019 Student Progression Plan to be held at the School Board meeting on August 2, 2018 at 6:30 P.M.

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

Chairman Dr. Diane Scott opened the floor for the public forum and asked if anyone wanted to address the Board regarding any item not on the agenda. Dr. Scott explained that the Board cannot take action during the Public Forum on an item that is not on the agenda.

Mr. Joseph A. Wilson came forward to address the Board regarding the denial of his daughter's reassignment request to Milton High. Although he lives in Escambia County at this time his family has roots and many connections to Santa Rosa County School District. Superintendent Wyrosdick explained that at this time almost every school in our district is projected to be either at or over capacity. We can monitor enrollment over the summer with the possibility of reaching back to Mr. Wilson.

Dr. Scott noted that due to the desirability of our school district we have many requests and can't approve all of them; she suggested that Mr. Wilson consider resubmitting the request at a later date since enrollment numbers may change.

Administrative Agenda

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

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

The Board approved all Administrative Agenda items H. 1, 2, 3 as submitted below.

- 1. Human Resource items**
 - a. Administrative Agenda**
 - b. Leaves and Out of State Temporary Duty**
 - c. 2017 2018 Annual Fire and Life Safety Inspections**
- 2. Curriculum/Instruction Items**
 - a. Student Reassignment Requests**

- b. **Suspensions**
 - c. **School Volunteers**
- 3. Administrative Operational Items**
- a. **Field Trip Requests**

Action Agenda

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

1. RFP 18-09 Flex Account Administration 062118

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

The Board approved the Superintendent's recommendation for RFP 18-09 Flex Account Administration, to be awarded to American Benefit Administrators as the top company to be awarded. The selection committee consisted of Pam Smith, Coordinator of Risk Management; Joey Harrell, Assistant Superintendent for Administrative Services; Jon Thrush, Surplus Manager; Michelle Ingram, Senior Computer Program Systems Analyst; and Marie Bodi, Teacher.

2. RFP 18-08 Software Application Certification 062118

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

The Board approved the Superintendent's recommendation for RFP 18-08 Software Application Certification, to be awarded to Certiport, a business of NCS Pearson Inc., as the top company to be awarded. The selection committee consisted of Charlin Knight, Director of Workforce Education; Kimi Gillis, Online Curriculum and Marketing Coordinator; Jan Weaver, Milton High Vocational Ed Teacher; Chastity Mitchell, Secretary, Workforce Education; and Linnie Hamel, Internal Funds Bookkeeper, Locklin Technical Center.

3. SafeStop Amendment to STA contract 062118

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

The Board approved the Superintendent's recommendation to amend the STA Contract resulting from RFP 18-01 Transportation Management Services, to include this bus tracker app which allows authorized users with credentials to track the location of their children's buses. The agreement is for July 1, 2018 through June 30, 2019 and will automatically renew each year thereafter for the life of the contract.

4. Exceed the Limit 062118

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

5. Surplus 062118

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

6. Custodial Quarterly Report 062118

Steve Sport came forward to present the Custodial Quarterly Report.

Mr. Sport shared some of the training information that the cleaning crews have completed this summer including floor preparation, bathroom cleaning, and carpet cleaning.

Cleaning crews are in the midst of the summer deep cleaning process at school sites.

7. DAG 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 Phase 1 Six-Classroom Addition for Jay Elementary School including classroom addition cost of \$1,996,890; site work \$300,000; and A/E fees \$170,663 for a total project cost of \$2,467,553.

Owen Gipson provided a status report of current DAG Architects construction projects.

8. Jehle-Halstead Agenda Items

Patrick Jehle presented a review of current Jehle-Halstead construction projects.

9. Schmidt Consulting Group Agenda Items

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

10. Direct Purchasing Change Orders

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

The Board approved 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.

- *Douglas Dillon Administrative Center
Hewes & Company
\$143,431.63*
- *King Middle School - Energy Upgrades
Joy Gordon Construction
\$64,449.24*
- *Milton High School - Chiller Phase B
Comfort Systems
\$12,489.12*
- *Milton High School - Energy Upgrades Phase B
A. E. New, Jr., Inc.
\$25,050.10*

Superintendent Wyrosdick brought to the Board's attention that Santa Rosa School District will be part of a survey group that use ODPs (Owner Direct Purchases). This is a good thing; a reflection of our accuracy in using the process. It can be tedious but has saved us millions of dollars. The Superintendent expressed appreciation to Mr. Harrell and staff - particularly Jennifer Northrop - for managing this.

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

1. Action Agenda

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

The Board approved the following job descriptions as submitted:

- *Computer Programmer/System Analyst I (revised)*
- *Computer Programmer/System Analyst II (revised)*
- *Coordinator of Mental Health (new)*
- *ESE Program Facilitator for Specialized Curriculum, Instruction, and Interventions (new)*
- *Student Intervention Specialist (revised)*

Superintendent Wyrosdick discussed the job description for Coordinator of Mental Health. This is a new position and a daunting one - dealing with the mental health of over 30,000 students. The position will be funded through a grant and also mental health dollars from the state.

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

The Board approved the Administrative Personnel Recommendations for 2018-2019 as submitted.

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

The Board approved the revised Administrative Salary Placement Schedule for 2018-2019 pending revision after the contract is settled.

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

The Board approved the administrative appointment of Melissa Baxley as Assistant Principal of Santa Rosa Adult School effective July 2, 2018.

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

The Board approved the administrative appointment of Mary Grace White as Assistant Principal of Pea Ridge Elementary School effective July 2, 2018.

2. 2019 Dental RFP Award

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

The Board approved the Superintendent's recommendation (per the RFP committee's recommendation) for award United Healthcare (UHC) for Dental Benefits Provider. The committee consisted of Pam Smith, Risk Manager; Jon Thrush, Textbook and Surplus Manager; Marie Bodi, Teacher; Michelle Ingram, Senior Computer Programmer/Analyst; and Joey Harrell, Assistant Superintendent for Administrative Services.

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

1. Alternative Placements/Expulsions

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

2. Learning Academy of Santa Rosa Referral Billing

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

3. Bigs Inspiring Scholastic Success Grant Interagency Agreement

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

4. Title I, Part A Grant for Disadvantaged Children and Youth 2018-2019

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

5. Section VIII A: Medication Policy Changes

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

6. Grant Synopsis for Title III ESOL

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

7. Synopsis for Title III Immigrant Grant

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

8. 4th Quarter SAC Minutes - For Review Only

This item was presented for review only.

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

None

M. Items from Board Members

Mr. Scott Peden expressed appreciation for those who worked on the meeting location - Mr. Lowrimore, Principal of Woodlawn Beach Middle School, and PDC staff. "It's great to have a meeting at the south end; we look forward to doing more in the future."

Mrs. Jennifer Granse shared that she recently attended the Florida School Boards Association meeting in Tampa where she served on the insurance committee.

Mr. Buddy Hinote also expressed appreciation to Mr. Lowrimore and the PDC staff for their work on setting up this meeting (at the south end). Mr. Hinote also noted the recent good news related to student performance assessments; this can be attributed to the hard work of students, parents, teachers, and administrators.

Mr. Bill Emerson, Assistant Superintendent for Curriculum and Instruction, shared that when scores are released we start working

immediately on anything less than complete improvement. Our school district scored #1 on eighth grade math; #2 on tenth grade English/language arts. It's a tough job to have continuous improvement; specific things have to do with MTSS. All of that is stuffed into a school day; into that teacher's job; he's proud of the job we do in Santa Rosa County.

Mr. Emerson pointed out that more and more students are taking alternate assessment; this will create a new normal as we transition over the next few years.

Mrs. Carol Boston thanked Mr. Emerson for his part in the assessment process; we are proud of our students. Mrs. Boston reiterated that it's exciting to have a meeting at the south end and also thanked Mr. Thorpe and Mr. Archangel for their part in tonight's meeting setup.

Dr. Diane Scott, Mr. Scott Peden, and Mrs. Jennifer Granse mentioned the FSBA meeting they recently attended. Dr. Scott brought back some information on the ESSA (Every Student Succeeds Act) for all Board members and the Superintendent. She shared that the state is developing a plan and it includes meeting with stakeholder groups. She requested the ESSA be placed on the agenda in a future meeting.

N. Items from Board Attorney

1. School Board - BOCC Interlocal Shelter Agreement

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

The Board approved the Interlocal Agreement for Emergency Shelters in Santa Rosa County as submitted by Mr. Paul Green, Board Attorney.

Mr. Brad Baker, Emergency Management Director with Santa Rosa County, came forward to discuss the Interlocal Agreement between the School District and the Board of County Commissioners to provide shelter in the event of a declared local emergency.

Mr. Baker noted that if the county requests a shelter to be opened they will reimburse for that shelter. He added that we do not want a shelter in the south end since there are too many avenues to be cut off.

Board Attorney Mr. Paul Green also noted that the real estate transaction approved at a previous Board meeting (Munson property) has closed.

O. Items from Superintendent

1. Rutledge-Ecenia Contract Renewal

Motion to Approve was moved by Scott Peden, Seconded by Carol

*Boston. Motion Passed by a Vote of 5 - 0.
The Board approved the Rutledge-Ecenia contract renewal for 2018-2019.*

2. School Safety - SRO Contract

The governor has directed that we have a School Resource Officer on every campus; the Sheriff has indicated that we can't accomplish this in a short amount of time. Our Sheriff has a passion for schools and is trying to help us reach the goal in a number of ways. We've had individuals return from retirement; come from other states and police departments; and use off-duty officers.

Superintendent Wyrosdick explained that we need to make some amendments to the School Resource Officer contract; we'll be submitting it at a future Board meeting to allow time for Board review and revision as needed.

The Superintendent shared that we continue to have discussion on the Tiger Point property - our needs and their desires. We want to get to the point where we can agree; we're creative in our offers.

In closing, Mr. Wyrosdick also expressed appreciation to Mike Thorpe, Lisa Dahlgren, and Chris Archangel for their work in providing the audio-visual for tonight's meeting.

P. Adjournment

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 5 - 0.
DONE AND ORDERED IN LEGAL SESSION by the School Board of Santa Rosa County this 21st Day of June, 2018 A.D.*

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent of Schools