

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
September 10, 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. Michael Thorpe 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 August 16, 2018

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

D. Oral Written Communications

Superintendent Wyrosdick discussed growth. At the last meeting we were under projections by 200; we are now down only nine. Elementary growth is slow but there seems to be more growth at the middle and high school levels; we feel that we will make projections.

1. Resolution 2019-02

Motion to Approve was moved by Jenny Granse, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.
Superintendent Wyrosdick read aloud Resolution 2019-02 regarding recognizing September 2018 as Childhood Cancer Awareness Month. He then presented Isiah Mainer, a Santa Rosa student and cancer survivor, with a signed copy of the resolution.

E. Recognitions/Resolutions/Proclamations

1. Sodexo Scholarship Recipient

Leslie Bell, Child Nutrition Director, discussed the Sodexo Scholarship

Award. Each year they seek out students who have an interest in culinary arts. This year's recipient is Raymond Fupler who graduated from Jay High School in May and is being awarded a \$1,000 scholarship to be used toward his culinary arts degree.

F. Public Hearing

1. Conduct Final Public Hearing on 2018-2019 Budget

Chairman Dr. Diane Scott opened the public hearing and asked if anyone would like to address the Board regarding the 2018-19 Budget and Millage; no one came forward.

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

1. Resolution 10-03; approve Required Local Effort Millage at a total of 4.1510 Mills and raising \$42,460,320.00.

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

2. Resolution 10-03; approve Discretionary Millage at .7480 Mills raising \$7,651,246.00.

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

3. Resolution 10-03; approve Capital Outlay Millage at 1.4000 Mills raising \$14,320,513.00 (for a total millage of 6.299 Mills).

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

Recommend approval of Resolution Number 10-04 adopting the Final Budget for Fiscal Year 2018-2019.

1. Approve a total Operating Budget of \$248,400,385.60 and a total budget of all budget parts of \$363,112,144.65.

2. Financial Statement

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

Superintendent Wyrosdick asked Susan McCole, Assistant Superintendent for Finance, to come forward and present the Financial Statement. He spoke of what an arduous task this is; the weekends the Finance staff has worked in order to complete this.

Ms. McCole began by expressing appreciation to accountant Kathy Strickland, who prepared the Financial Statement, and Marilyn Brown, who assisted her with the preparation over the last few months. Before presenting the Financial Statement, Ms. McCole stated that the Financial Condition Ratio is projected to be 8.04% on June 30, 2019. She pointed out this is a change from the original budget presentation.

Unweighted FTE for 2016-2017 was 26,943 students; at the end of 2017-2018 it was at 27,451 which is an increase of 508 students. The base student allocation for 2016-17 was \$4,161; for 2017-2018 it was \$4,204 which is an increase of \$43 per student.

Ms. McCole explained that the main focus will be on Fund Balance and Financial Condition Ratio. On June 30, 2018 our total general fund balance ended at \$30,276,858. There are several different pieces that make up that fund balance: Restricted - \$6,830,380; Committed - \$4,757,904; Nonspendable - \$117,474; Assigned - \$721,781; and Unassigned - \$17,849,318. This is an increase in General Fund Balance from the prior year of \$2,130,142 including \$1,448,300 in Assigned and Unassigned Fund Balance. Our FCR on June 30, 2018 was 8.83%; the prior year it was at 8.6; this is an increase of .23 (less than one-quarter of one percent).

We experienced an increase in our FEFP funding and also interest income. Our actual expenditures were less than our budgeted expenditures in 2018-2019; due mostly to restricted/categorical projects and school based budgets having balances left at year end. We had a balance in restricted categorical projects at year end of \$6,609,083 and in school-based budgets we had a balance of \$1,596,000.

During the fiscal year we completed multiple projects in the capital assets area including classroom/lab additions, kitchen expansions/renovations, and paving/drainage improvements.

On June 30, 2018, the District had a long-term debt outstanding of \$32,260,325 including \$1.7 million bonds payable and \$30.5 million COPs. We retired debt of \$2,614,390 during the year. All our COPs payments are paid by budget transfer to capital outlay. We have three different series of Certificates of Participation; 2006, 2009, and 2014. We anticipate paying off the 2006 series during this fiscal year.

Superintendent Wyrosdick asked Ms. McCole to share why this is important. She stated that when we borrow money to build new schools the lender looks at our total debt ratio in order to determine how much we can borrow.

Ms. McCole then discussed the Required Local Effort; we are required to budget this at 96% by the state. Superintendent Wyrosdick commented that this has increased over the last few years; this year we had an increase of \$14,538. This varies from year to year and we don't know until June 30 of a given year what it will be.

She added that there's a lot of information in this report and asked if the

Board members had any questions.

Mrs. Granse commented that our statement certainly looks better than just a few years ago. Dr. Scott expressed appreciation to Ms. McCole and her staff for their hard work over the last months including weekends to complete this.

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

School Board Chairman Dr. Diane Scott reviewed the process for the Public Forum and pointed out that each speaker would be allowed approximately five minutes to address the Board. Dr. Scott called on the following person who indicated she would like to address the Board.

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

Constance Bryant came forward to address the Board regarding her concerns. Ms. Bryant has children attending Holley Navarre Intermediate and Holley Navarre Middle School. She stated that on May 2, 2018 her middle school son (who has autism) was filmed by another student (without her son's knowledge) while he was in a private bathroom stall on the school campus. Ms. Bryant said this was distributed by the other student. She feels that this was quickly "swept under the rug" and that there are other incidents of this nature occurring. She also stated that her fourth grader was one of the students left in the care of Mr. Webb.

Ms. Bryant spoke of the effect these kinds of incidents are having on our children and feels that they deserve an explanation of how our students are being protected. She reported that her son was alone in the bathroom today with the student who took the video and her son had a PTSD attack. Ms. Bryant asked what the Board and Superintendent will be doing to protect her son.

Dr. Scott pointed out that the Board can't take action during this meeting on an item that is not on the agenda but will look into this.

Superintendent Wyrosdick reported that he is familiar with this incident and is glad to provide specific details without violating anonymity. The students involved were disciplined in accordance with the Code of Student Conduct and the incident was reported to Santa Rosa Sheriff's office.

The Chairman asked if anyone else wanted to address the Board regarding an item not on the agenda. There was no response and the forum was closed.

Administrative Agenda

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

Motion to Approve was moved by Carol Boston, Seconded by Clifton Hinote. 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**
- 2. Curriculum/Instruction Items**
 - a. Suspensions**
 - b. Student Reassignment Requests**
 - c. School Volunteers**
 - d. Business Partners**
- 3. Financial Items**
 - a. Budget Amendment #17/10, Bills and Payroll, and Monthly Financial Statement for June 2018**
- 4. Administrative Operational Items**
 - a. Field Trip Requests**
 - b. Facility Use Requests**
 - c. Religious Venue Requests**

Action Agenda

- I. Administrative/Operational Recommendations- Joey Harrell, Assistant Superintendent for Administrative Services**
- 1. Escambia County School District RFP for Real Estate Services 091018**

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

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

A few months ago the Board agreed that it would be beneficial to enlist the services of a commercial realtor familiar with selling school property to market the Gulf Breeze Chamber property for us. In accordance with that discussion, it is recommended that Santa Rosa School Board use the Escambia County School district RFP for Real Estate Services. The contract has been awarded to Scoggins III, Inc. specifically to sell the Gulf Breeze Chamber property.

2. ITB SWC-711MB Cafeteria Equipment 091018

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

The Board approved the use of the School Board of Volusia County ITB SWC-711MB for the purchase of cafeteria equipment.

3. Exceed the Limit 091018

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

4. Surplus 091018

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

5. Gulf Breeze Police Department SRO Agreement

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

6. DAG Agenda Items

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

Douglas A. Dillon Administrative Center

The Board approved Deductive Change Order #10 for DAG Architects.

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

Milton High Energy Upgrades

The Board approved final payment contingent upon receipt of close out documents and completion of the punch list to A.E. New Jr., Inc. in the amount of \$85,918.70; and to DAG Architects in the amount of \$1,430.70.

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

King Middle School Energy Upgrades

The Board approved final payments contingent upon receipt of close out documents and completion of punch list to Joy Gordon Construction, LLC in the amount of \$23,769.43; and to DAG Architects in the amount of

\$800.

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

7. Jehle-Halstead Agenda Items

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

Milton High School Track Replacement

The Board approved Change Order #1 including:

Jehle-Halstead request of an additional 23 days with a revised final completion date of September 2, 2018.

Revised contract sum of \$361,425 due to additional asphalt requested by District costing \$4,155.

The Board reviewed the status of current Jehle-Halstead construction projects.

8. Schmidt Consulting Group Agenda Items

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

Milton High School

The Board approved a change order credit of \$8,535.

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

9. Growth Management Renewal

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

The Board approved renewal of the Growth Management contract with Gene Bowles providing professional assistance to develop tools and resources to meet school capacity needs while supporting robust economic growth of Santa Rosa County.

Dr. Scott spoke of the phenomenal work that Mr. Bowles has done for our district. Superintendent Wyrosdick concurred that this has helped us in convincing DOE that we need a new school.

Assistant Superintendent Joey Harrell shared that just last week Mr. Bowles notified him that since January 1, 2018, over 1,100 new home permits have been issued in Santa Rosa County. Based on projections it is anticipated that a total of 1,800 new home permits will be issued by December 31, 2018.

Mrs. Granse asked what input we (the School District) have with the Planning Board when new home permits are issued.

Mr. Harrell responded that we have to look at capacity across the entire district not in a specific area.

Superintendent Wyrosdick pointed out that eight years ago we had a clear voice; we could say that a school's capacity cannot absorb what you're going to build. That is no longer the case. He added that he would like for us to reach out to the Board of County Commissioners again since they are responsible for and control growth. It is not just schools that are over capacity; it is the entire infrastructure in our county. We cannot build schools fast enough to keep up with approved building permits; how are we going to work together to accommodate growth?

Discussion followed regarding FISH (Florida Inventory of School Houses) and COFTE (Capital Outlay Full Time Equivalent - Student Enrollment) . Mr. Harrell pointed out that we have approximately 30,000 student stations throughout the district but some of the vacant student stations may be in the far north area of the county while we are over capacity in other areas. How do we fill those student stations? Superintendent Wyrosdick noted that we are required to look at rezoning which may not always best for our kids.

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:

- Behavior Intervention Paraprofessional (revised)*
- Communities of Learning Paraprofessional (revised)*
- Job Coach Paraprofessional (revised)*
- Transportation Liaison (new)*

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 Salary Placement Schedule for 2018/2019 as submitted.

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

The Board approved the recommendation for employee administrative leave with pay.

K. Curricular and Instructions Recommendation – Bill Emerson,

Assistant Superintendent for Curriculum and Instruction

1. Master Inservice Plan 2018-2023

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

2. Professional Development System 2018-2019

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

3. 2018-2020 School Health Services Plan

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

4. High School Fall Athletic Schedules 18-19

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

5. Homecoming Early Release

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

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

None

M. Items from Board Members

1. FSBIT Board Appointment

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

The Board approved Mrs. Boston to serve as the FSBIT School Board representative.

Dr. Scott welcomed our newly elected School Board members, Linda Sanborn, District 1; and Wei Ueberschaer, District 5. Mrs. Sanborn and Mrs. Ueberschaer will take the oath of office on November 15. Dr. Scott also congratulated Mrs. Boston on her re-election and expressed appreciation to Mr. Peden for his strong service over the last eight years.

N. Items from Board Attorney

None

O. Items from Superintendent

1. Temporary Easement Request

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

P. Adjournment

*Motion to Approve was moved by Clifton Hinote, Seconded by Jenny Granse. 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 10th day of September, 2018.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary