

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**October 16, 2018-9:00 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: Dr. Diane Scott, Chairman, Mr. Buddy Hinote, and Mr. Scott Peden. Mrs. Carol Boston and Mrs. Jennifer Granse were unable to attend. 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. Joey Harrell 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 27, 2018**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

**D. Oral Written Communications**

*Superintendent Wyrosdick talked about several items starting with our internet service. We are working through issues related to our internet connection and the aftermath of Hurricane Michael. Our internet service provider is from the state contract; when this is over we will review our options.*

*Dr. Scott commented that we appreciate employees' efforts in working through this inconvenience.*

*Superintendent Wyrosdick then spoke of the hurricane relief efforts that our county is working on to provide assistance to our neighboring districts. This began the day after Hurricane Michael; some of our schools reached out directly to other schools to offer/provide assistance. We will continue to look for ways we can provide support to districts in need.*

**E. Recognitions/Resolutions/Proclamations**

**1. Kids Tag Art Program**

*Superintendent Wyrosdick introduced Tax Collector Stan Colie Nichols. Mr. Nichols came forward to present the award memo to Santa Rosa School District and share a brief history of the Kids' Tag Art Program. Every fifth grader designs art work which parents have the opportunity to purchase (as a souvenir tag) with the proceeds going back to our art teachers. Since the Program's inception in 2013 over \$53,000 has been collected; this year we've collected over \$6,000 to return to the art program. Superintendent Wyrosdick pointed out that this is a great partnership and we appreciate it.*

## **2. Santa Rosa Healthy School District Award**

*Sherry Smith, Director of Student Services, came forward to talk about the Santa Rosa Healthy School District Award. This award involves the work of several departments and employees within Santa Rosa School District. Mrs. Smith asked Pam Smith, Coordinator of Risk Management; Jud Crane, Director of Purchasing and Contract Management; and Leslie Bell, Sodexo Child Nutrition Director; to come forward. She shared that other departments including the Florida Department of Health and Federal Programs also contribute to the award.*

*Mrs. Smith requested Rachel Terrin of the Florida Partnership for Healthy Schools to join the group at the podium to present the Healthy School District Silver Flag Award. Ms. Terrin explained the Florida Partnership for Healthy Schools includes members of prestigious organizations such as the Florida Action for Healthy Kids, the American Heart Association, the American Cancer Society, and the Florida Association of District School Superintendents. The award provides recognition for establishing a culture and climate in which students and staff can reach their personal potential and continue to serve as a leader in the state for reducing barriers to learning resulting in increased academic performance. Ms. Terrin expressed appreciation for the partnership and noted that Santa Rosa has been designated a Florida Healthy School District since 2012. The following are areas that Santa Rosa excelled in: infrastructure, health services, nutrition services and instruction, healthy school environment, and family and community involvement. Ms. Terrin then presented the Silver Flag Award to Board Chairman Dr. Diane Scott and Superintendent Wyrosdick.*

### **F. Public Hearing**

*None*

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

*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. There was no response; 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 Scott Peden, Seconded by Clifton Hinate. Motion Passed by a Vote of 3 - 0.*

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

- 1. Human Resource items**
  - a. Administrative Agenda**
  - b. Leave and Out of State Temporary Duty**
  - c. Private Instructional Provider Requests**
  - d. 18-19 Annual Fire and Safety Inspections**
- 2. Curriculum/Instruction Items**
  - a. Student Reassignment Requests**
  - b. Suspensions**
  - c. Volunteers**
  - d. Business Partnerships**
- 3. Financial Items**
  - a. Bills/Payroll and Monthly Financial Statement for July 2018**
  - b. Bills/Payroll and Monthly Financial Statement for August 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. Exceed the Limit 101618**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

##### **2. Surplus 101618**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

##### **3. RFP 18-01 Transportation Management Services Bilateral Modification 101618**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

*The Board approved an amendment to the contract with Student Transportation of America resulting from RFP 18-01, Transportation Management Services, with a bilateral modification allowing for the purchase of used buses.*

##### **4. Custodial Quarterly Report 101618**

*Steve Sport with ABM came forward to provide the Custodial Quarterly Report.*

*Mr. Sport began by recognizing Diane Brown, night custodian at Locklin Technical College. Ms. Brown found a money clip with cash and identification cards and returned it to the owner (who was very pleased to get it back).*

*Mr. Sport shared a note from a Jay Elementary employee who received an umbrella from Mike Spicer, custodian at Jay Elementary.*

*The custodial crew at Bagdad Elementary has done an awesome job working to improve the school environment and received many notes of appreciation from the school staff.*

*Mr. Sport talked about grounds maintenance; this has been a rough year but they will continue to work on it. ABM also has a new supervisor over filter maintenance which should be helpful.*

*We currently have approximately 160 custodians, one project manager,*

*one operations manager, and three area managers.*

*ABM is working to instill a culture of safety by talking about safe practices on a daily basis. A front line manager "playbook" has been implemented and site walk-throughs are emphasized.*

*Dr. Scott asked if we are losing custodial employees to neighboring districts (due to hurricane clean-up jobs paying better). Mr. Sport responded that we haven't lost employees at this time.*

## **5. DAG Agenda Items**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

*The Board approved final construction payments for the Douglas A. Dillon Administrative Center to Hewes & Company, LLC (\$371,111.92) and DAG Architects (\$11,942.62) pending completion of punch list.*

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

*The Board approved Phase I of the Pace High School softball field house.*

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

*Navarre High School north concession stand building arrived on Monday; the anticipated completion date is early December.*

*Elkhart K8 School - DAG is preparing a list of cost reduction items for the School Board Workshop on October 30.*

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

*The Board approved award of Jay Elementary School Six Classroom Addition to A.E. New Jr., Inc. as the lowest bidder for a total contract price of \$2,311,000.*

*Superintendent Wyrosdick pointed out that the bids were very tight; none of the bids were below \$245 per square foot. He noted these costs will increase and we need to consider how we may be affected over the next decade. (He will be requesting a Board workshop under his agenda items to discuss the new "Elkhart" school costs.)*

## **6. Jehle-Halstead Agenda Items**

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

## **J. Human Resource Recommendation- Conni Carnley, Assistant**

## **Superintendent for Human Resources**

### **1. Action Agenda**

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

*The Board approved the following job descriptions.*

- *Computer Support Technician (revised)*
- *Data Communication Cabling Installer (new)*

### **2. Medicare Master Agreement 2019**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

*The Board approved the Florida Blue Medicare annual agreement and rates for 2019 as submitted.*

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

### **1. Early Terminations**

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

### **2. MOU with SR Education Foundation**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

*The Board approved the Memorandum of Understanding between the School Board of Santa Rosa County and the Santa Rosa Education Foundation as submitted.*

*Superintendent Wyrosdick spoke of how fortunate we are to have such wonderful partners who work as hard as they do - all to put resources in the classroom.*

*Cathy Purdon, Executive Director of the Santa Rosa Ed Foundation, came forward to talk about the Memorandum of Understanding. Santa Rosa Education Foundation is a member of the Consortium of Florida Education Foundations which includes sixty-nine education foundations. The Florida Education Foundation is working on quality standards so that local foundations know what needs to be done to become highly effective or remain highly effective. One of the tools is to have a memorandum of understanding between the local school district and local education foundation to show what the partnership looks like.*

### **3. NBMSS Grant**

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

**4. PACT License Agreement**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

**5. 2018-2019 School Improvement Plans, SAC Rosters & By Laws**

*This item was tabled due to internet issues within the last week making it inaccessible to Board members for preview.*

**6. Homecoming Early Release - Jay Elementary**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

**7. Homecoming Early Release - Jay High/Pace High**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

**8. PHS Afterschool Bell Schedule**

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

**9. Head Start Transportation Waiver Request**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

**10. Head Start Monthly Report for August & September 2018-  
Review Only**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

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

*None*

**M. Items from Board Members**

*Dr. Scott pointed out that she will be traveling to the FSBIT Conference on October 24-26 as will Mrs. Boston. This has been publicly noticed.*

## **N. Items from Board Attorney**

*None*

## **O. Items from Superintendent**

### **1. Request to Schedule Board Workshop on October 30, 2018 Re: Elkhart School**

*Motion to Approve was moved by Clifton Hinote, Seconded by Scott Peden. Motion Passed by a Vote of 3 - 0.*

*Superintendent Wyrosdick requested a Board Workshop to be held on October 30 starting at 9:00 a.m. to discuss the cost of the Elkhart School (this is not the name of the school - it is the road it's on).*

### **2. 2019 Legislative Platform**

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

*The Board approved the 2018/19 legislative platform as submitted. Superintendent Wyrosdick pointed out the platform is established by the Florida School Boards Association and the Florida Association of District School Superintendents.*

### **3. Impact Fee Proposal**

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

*The Board approved the Impact Fee Proposal (study) as submitted.*

*Superintendent Wyrosdick stated that this is a first step in consideration of impact fees as a way to supplement the capital funds available to provide school capacity to accommodate residential growth. He stated that COPs loans and the financing associated with the loans takes away from dollars in the classroom.*

*Building Livable Communities, Inc. will be retained to provide advice and consultation to the Santa Rosa County School Board, local governments and the community regarding school impact fees. In addition, they will develop the studies, ordinances and agreements required to apply and administer a school impact fee program. James C. Nicholas, PhD, a recognized authority in the application of school impact fees in Florida, will serve in an advisory capacity.*

*Mr. Hinote asked how long it will take for the needed information to come back once the study is approved. Superintendent Wyrosdick responded that he feels the study could be completed within a month and presented to the School Board. It would then be submitted to the Board of County*

*Commissioners for approval.*

*Dr. Scott commented that constituents have asked her why impact fees have not already been implemented.*

**4. Request Field Trip/Travel Approval**

*Motion to Approve was moved by Scott Peden, Seconded by Clifton Hinote. Motion Passed by a Vote of 3 - 0.*

*The Board approved the field trip request for travel to Gainesville for three students and two teacher chaperones to attend the North Regional Honor Choir competition.*

*Superintendent Wyrosdick requested the Board hold an executive session after the workshop on October 30.*

*Since this is Mr. Peden's last Board meeting, the Superintendent expressed appreciation to him for his years of service and leadership. Mr. Peden received a standing ovation from the Superintendent, fellow Board members, and audience.*

**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 16th day of October, 2018.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairman*

ATTEST:

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*Superintendent and Secretary*