

**MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
March 12, 2019-9:00 AM**

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: Mrs. Carol Boston, Chairman, Mr. Buddy Hinote, Vice-Chairman, Mrs. Jennifer Granse, Mrs. Linda Sanborn, and Mrs. Wei Ueberschaer.

Also present were 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. Dawn Alt, Director of Pre-K Programs, 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 February 21, 2019

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

2. Approval of School Board Workshop Minutes of February 26, 2019

Motion to Approve was moved by Clifton Hinote, Seconded by Wei Ueberschaer. 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 Public Hearing on School Boundary Revisions

Motion to Approve was moved by Wei Ueberschaer, Seconded by Linda

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

The Board approved the request to advertise for a Public Hearing to be held at the April 11, 2019 (6:30 P.M.) School Board meeting on School Boundary Revisions.

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

The School Board Chairman opened the floor for the Public Forum and asked if anyone would like to address the Board about an 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 Jenny Granse, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.

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

- 1. Human Resource items**
 - a. Administrative Agenda**
 - b. Leaves & TD's**
- 2. Curriculum/Instruction Items**
 - a. Student Reassignment Requests**
 - b. Suspensions**
 - c. School Volunteers**
 - d. Business Partners**
- 3. Financial Items**
 - a. Budget Amendment \$18/05, Monthly Financial Statement and Bills and Payroll for January 2019**
- 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. Surplus 031219

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

2. RFP 19-02 County Wide Door Replacement 031219

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

The Board approved the award of RFP #19-02 County Wide Door Replacement to Warren Hollow Metal Doors & Frames, Inc. as the top company to be awarded.

3. RFP 19-03 Emergency Generators Maintenance 031219

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

The Board approved the award of RFP #19-03 Emergency Generators Maintenance to PowerSecure Services as the top company to be awarded.

4. Exceed the Limit 031219

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

5. High School Unauthorized Purchase Order 031219

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

In compliance with School Board Policy 7.70, Board approval is required for disposition when products are ordered and received prior to issuance of a purchase order. Remedial training has been conducted regarding the purchase order process.

6. Pace High School Unauthorized Purchase 031219

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

In compliance with School Board Policy 7.70, Board approval is required for disposition when products are ordered and received prior to issuance of a purchase order. Remedial training has been conducted regarding the purchase order process.

7. Transportation Quarterly Report 031219

Virginia Sutler, Director of Transportation, came forward to present the quarterly report.

Items covered include:

- *Staffing report - We currently have 201 bus routes; the presentation shows five open routes but that is down to two at this time.*
- *Recruiting update - A recent job fair was not publicized so did not generate potential new hires. A post card campaign is in process; cards are being placed on vehicles and bus drivers are handing them out to parents.*
- *Safety - Mrs. Sutler spoke of the 45-hour training requirement which includes candidates accompanying drivers on field trips. They need to experience this before going out on their own. We are now testing drivers in Santa Rosa County; we currently have two third-party testers as well as a Safety Supervisor and Trainer.*
- *Employee Welfare - The STA Christmas Party was a lot of fun.*
- *Community Outreach - Food Drive in the Allentown/Chumuckla Community
Central School ESE students were unable to help with this activity this year due to a scheduling conflict so several Transportation employees stepped up to provide assistance. Thanks to Vicky Wolfe, Hannah Corbit, Shannon Cross, Claudia Williams, and George Ling for lending a hand!*
- *Employee of the Year is Michael Williams on the Maintenance team. Mr. Williams takes such ownership of the buses he is responsible for.*

8. DAG Agenda Items

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

The Board approved the award of Pace High School Softball Fieldhouse to Larry Hall Construction at a base bid and two additional bid items cost of \$723,000. Bid item #1 includes the cost of removing and replacing unsuitable soil (if any is found). Bid item #2 is for the possible cost of removing an old septic tank.

Mrs. Sanborn commented that this seems like a lot of money but she is sure that this is an appropriate price.

Superintendent Wyrosdick asked if the septic tank is servicing the old softball bathroom; Mr. Martin replied that it does service that bathroom.

The Board reviewed the status of current DAG Architects construction projects including Pace High School Softball Fieldhouse, Elkhart K8 School, and Jay Elementary Six-Classroom addition.

9. McKim & Creed Agenda Items

The Board reviewed the status of current McKim & Creed construction projects including Pace High School Tennis Courts Replacement and Woodlawn Beach Middle School Basketball Court and Drainage Repairs.

10. Reimbursement Resolution K-8 COPS

Motion to Approve was moved by Wei Ueberschaer, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.

The Board approved Reimbursement Resolution K-8 COPS (2019-01).

Assistant Superintendent for Administrative Services Joey Harrell came forward to explain that the purpose of this resolution is to meet IRS guidelines and allow the District to reimburse itself for any capital outlay expenditures related to the Elkhart K-8 School. This allows us some flexibility; it is a legal step that has to be done to meet IRS guidelines.

School Board Attorney Paul Green pointed out that this allows us to take dollars from one source and move to another without becoming an issue.

Mr. Harrell emphasized that this would be for reimbursement expenses specifically for the Elkhart K-8 school; not for other capital outlay expenses.

11. Annual Certification of Facilities Data

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

Section 1013.31(1)(d) requires that, "prior to April 1 of each year, each district shall review the Florida Inventory of School Houses (F.I.S.H.) and shall certify to the Office of Educational Facilities that the inventory is current and accurate."

Assistant Superintendent Joey Harrell stated that after reaching out to principals for this information we certify that this information is accurate effective today.

12. Direct Purchasing Change Orders

Motion to Approve was moved by Wei Ueberschaer, 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 below. These decreases are to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing. Details are printed on spreadsheets as presented.

- *Jay Elementary School - 6 Classroom Addition
A. E. New, Jr.
\$21,222.31*

- *Pace High School - Tennis Court
Larry Hall Construction
\$2,912.88*

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

1. Action Agenda

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

The Board approved the Memorandum of Understanding between Santa Rosa Professional Educators and Santa Rosa County School Board as submitted to provide language for the reimbursement of Santa Rosa County District Instructional Personnel who add the Autism Spectrum Disorder Endorsement to their Florida Teaching Certificate.

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

1. Early Terminations

Motion to Approve was moved by Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.

2. Alternative Placements

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

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

3. LASR Referral Billing

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

4. Coram Healthcare Affiliation Agreement

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

5. Unmanned Safety Institute Curriculum Licensing Agreement

Motion to Approve was moved by Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.

6. New MIP Component--Classroom Management

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

7. 2019 STEAM Summer Camp Budget Request

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

Mrs. Sanborn stated that she is in favor of the STEAM Summer Camp but would like to know why the funding is being requested now instead of back in July 2018 when the budget was submitted.

Superintendent Wyrosdick responded that if we had reached this point in the school year and could not afford the STEAM Summer Camp, we would not offer it.

As Mrs. Sanborn stated, it allows us a little "wobble room."

Mrs. Boston added that she has attended this activity; it's amazing.

8. Santa Rosa District English Language Learners Plan

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

The Board approved the Santa Rosa District English Language Learners Plan as submitted. This Plan is required by the state to define the policies and procedures required by laws, rules, regulations, and federal court orders regarding the programs and services provided to students classified as English Language Learners.

Mrs. Sanborn asked how many ELL students we currently have. Patti McKnight, Coordinator of Literacy, responded that we have 352 active in the program. We currently have 13 ESOL teachers and the majority of our teachers hold the ESOL endorsement.

9. AFJROTC Memorandum of Agreement (MOA)

*Motion to Approve was moved by Wei Ueberschaer, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.
The Board approved the AFJROTC Memorandum of Agreement as submitted.*

10. Summer Session

*Motion to Approve was moved by Clifton Hinote, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.
Superintendent Wyrosdick pointed out that this is a comprehensive plan to keep students on track (for graduation).*

11. Athletic Schedule - GBHS Flag Football

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

12. Head Start Monthly Report for January and February 2019 - Review Only

For review only

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

None

M. Items from Board Members

Mrs. Ueberschaer shared that she is loving the opportunity to go in to schools and mentor/interact with students. She also enjoyed serving breakfast at her son's school for National School Breakfast Week.

Mrs. Sanborn continues to visit schools and recently had the great privilege of attending a play at Jay High School - "The Beverly Hillbillies." The Future Chefs Competition was such a delight.

Mr. Hinote recently had surgery so has been unable to visit schools within the last few weeks.

Mrs. Boston stated that she's glad Mr. Hinote's surgery went well. She attended the Future Farmers of America land judging this past Friday - "it was wonderful." On Saturday she attended a STEAM event at Navarre High where some of the high school students taught younger students. One mother at the event mentioned to her that it was comforting to visit the school since she is nervous about her student moving to high school

next year. Mrs. Boston added that we are fortunate to have Jeff Baugus (Coordinator of Math and Science) in this county.

N. Items from Board Attorney

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

The Board approved authorizing Superintendent Wyrosdick to conclude the work on the easement referenced below.

Mr. Green stated that in conjunction with the Elkhart K8 School there is a forced main sewer easement. It is currently in the discussion phase; they're trying to determine the proper legal description; to be sure it comes in the right areas and doesn't encroach in other areas. Since this may be finished at any time, Mr. Green recommended that the Board authorize the Superintendent to accept the form of the easement that will be given and delivery of the easement when it comes. (Technically the grantee, the one receiving the easement, has to accept it for it to be complete.) Bringing it back to another Board meeting will just delay the process.

Mrs. Ueberschaer asked how the proper legal description will be determined.

Mr. Green responded that it will be determined by survey. The original survey showed that it went under a retention pond which was not a problem for the grantor but is a problem for us. We are trying to reroute which is in process.

Mrs. Sanborn requested clarification that there is no expense to the Board. Mr. Green said that is his understanding and he hopes this does not change.

O. Items from Superintendent

1. Pace Property

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

The Board approved the Superintendent's recommendation that we purchase the property and ask Mr. Green to begin work on a contract.

Superintendent Wyrosdick stated that this is a long arduous process that has been two years in the making; we first look at available property. The property has been thoroughly examined to be sure that it is appropriate for our needs - it allows for more than one egress; it allows for expansion.

School Board Attorney Paul Green noted that until the contract is signed specific purchasing information is confidential.

2. Presentation Invitation - Marjory Stoneman Douglas High School, Parkland Shooting

The Superintendent discussed the upcoming Marjory Stoneman Douglas High School Parkland Shooting Presentation to be held on March 26 at Okaloosa County which all Board members are invited to attend.

Superintendent Wyrosdick expressed appreciation to Board members for their participation in STEAM and other extracurricular activities; it means so much to our students.

He continued that he will be traveling to Tallahassee later today to meet with legislators as they begin their eighth week of the legislative session. There is nothing surprising going on - vouchers will be expanded; nothing indicates that dollars sent to local school districts will be increased. There are currently bills in the House and Senate that might almost get us out of the cost per student station issue that we've experienced over the last couple of years. We don't yet know what might be attached to it. It is important to be in touch with our local legislators.

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 12th day of March, 2019.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary