

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
September 10, 2019-6:30 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: Mrs. Carol Boston, Chairman, Mr. Buddy Hinote, Vice-Chairman, Mrs. Jennifer Granse, Mrs. Linda Sanborn, and Mrs. Wei Ueberschaer. 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. Floyd Smith 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 13, 2019

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

D. Oral Written Communications

1. Resolution 2020-01

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

Superintendent Wyrosdick read Resolution 2020-01 aloud and the Board approved the Resolution proclaiming September 2019 as Childhood Cancer Awareness Month.

Sarah Poland, Events & Community Engagement Manager for the Rally Foundation, came forward and introduced the following Rally Kids: Keelen Buckhalter, Autumn Shaw, and Kohlton James.

Rally Pensacola is an extension of Rally Foundation for Childhood Cancer Research. Rally Pensacola works to raise awareness, support families with kids fighting cancer and raise funds for childhood cancer research.

2. Groundbreaking Ceremony - Elkhart K8 School

Motion to Approve was moved by Clifton Hinote, Seconded by Jenny

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

The Board approved the recommendation for the Groundbreaking Ceremony for the Elkhart K8 School to be held on Thursday, September 26, at 5:00 p.m.

E. Recognitions/Resolutions/Proclamations

None

F. Public Hearing

1. Conduct Final Public Hearing on 2019-2020 Budget

Chairman Mrs. Carol Boston opened the public hearing and asked if anyone would like to address the Board regarding the 2019-20 Budget and Millage; no one came forward.

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

1. Resolution 10-03; approve Required Local Effort Millage at a total of 3.9430 Mills and raising \$43,778,269.00.

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

2. Resolution 10-03; approve Discretionary Millage at .7480 Mills raising \$8,304,881.

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

3. Resolution 10-03; approve Capital Outlay Millage at 1.4000 Mills raising \$15,543,895.00 (for a total Millage of 6.091 Mills).

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

Recommend approval of Resolution Number 10-04 adopting the Final Budget for Fiscal Year 2019-20.

1. Approve a total Operating Budget of \$257,489,991.33 and a total budget of all budget parts of \$375,932,428.12.

2. Financial Statement

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

The Annual Financial Report for July 1, 2018 - June 30, 2019 was approved as submitted.

3. Public Hearing on SB Policy Updates

Mrs. Boston opened the Public Hearing on School Board Policy updates.

Mr. Kelvin Cannington came forward to speak on this item. He pointed out that he was not clear on what the changes are; there is nothing to denote what has been changed. He also feels that there are inconsistencies. Mr. Cannington specifically mentioned Policy 5.32 Zero Tolerance for Crimes and Victimization; he had questions regarding reporting. Assistant Superintendent Bill Emerson explained that the policy refers to two different scenarios; one addresses a campus violation and the other breaking the law off campus.

Mr. Cannington pointed out that in Policy 3.80 School Volunteers he could not find information on expiration of volunteer forms; he stated that he's been told they are valid for one year but can't find that in writing. Superintendent Wyrosdick responded that the forms must be completed every year. Assistant Superintendent Joey Harrell added that this goes back to Florida Statute or policy; we are required to do a background check every year. (Mr. Harrell met with Mr. Cannington after the meeting to provide more information.)

Mr. Cannington asked what kind of oversight will be in place to ensure compliance with new policies and procedures. Mrs. Boston responded that we have a presentation later in the meeting regarding (coaching) supplements. Superintendent Wyrosdick added that we have committees in place regarding supplements and volunteers; we will be seeing more specific oversight at the school and district levels.

*Motion to Approve was moved by Linda Sanborn, Seconded by Clifton Hinote. Motion Passed by a Vote of 5 - 0.
The Board approved School Board Policy updates as presented.*

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

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

School Board Chairman Mrs. Carol Boston opened the Public Forum and called on the following individual who had completed a form indicating he would like to address the Board.

Mr. Demetrius Crisco came forward on behalf of Orville Crisco to express his concern regarding a bus/transportation issue. Mr. Crisco stated that

four elementary school students must walk 3/4 of a mile to the bus stop because the bus does not come down their road. Mr. Crisco stated that they have contacted Transportation and Safety; the issue has not been addressed to his satisfaction. He continued that excuses include low tree branches, dump trucks, traffic, and approval from the county. Superintendent Wyrosdick thanked him for coming to the meeting and shared that while it has already been looked at he will readdress it and see if there's something that can be done.

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 below.

- 1. Human Resource items**
 - a. Administrative Agenda**
 - b. Leave and Temporary Duty**
 - c. 2019-2020 Annual Inspections**
- 2. Curriculum/Instruction Items**
 - a. Suspensions**
 - b. Student Reassignment Requests**
 - c. School Volunteers**
 - d. Business Partners**
- 3. Financial Items**
 - a. Budget Amendment #18/10, Bills/Payroll and Monthly Financial Statement for June 2019**
 - b. Monthly Financial Statement for July 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. Exceed the Limit 091019

This item is submitted for information only.

2. Surplus 091019

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

3. Pasco County School District RFP 17-003-SS Uniform and Athletic Apparel 091019

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

4. DAG Agenda Items

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

The Board approved Change Order #5. Mike Martin with DAG Architects pointed out an error on the Change Order and provided clarification as noted below.

Change Order #5 - Pace High School Softball Fieldhouse

- *Credit Change Order for removal and replacement of unknown quantities of septic tank related material (\$2,999.96)*
- *Credit Change Order for removal of unsuitable uncompactable material beneath Fieldhouse (\$11,882)*
- *Total Credit Change Order = \$14,881.96*
- *13-Day extension of time relating to discovery of unsuitable material and adverse weather*

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

5. McKim & Creed Agenda Items

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

The Board approved Change Order Request #1 - Woodlawn Beach

Middle School.

Change Order Request #1 - Deduct \$18,606.35

- *\$13,918.85 is being deducted from the contract for Owner Direct Purchases.*
- *\$4,687.50 is being deducted from the contract for the unused unsuitable materials allowance.*

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

The Board approved final payment for Elkhart K8 Limited Early Release Site Package in the amount of \$125,377.24 to J. Miller Construction.

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

Woodlawn Beach Middle School - The Board approved the recommendation for final payment in the amount of \$22,928.62 with the condition that Patrick Jehle approve the payment (as there have been concerns with the sod).

The Board reviewed current McKim & Creed construction projects.

6. Request Tentative Approval of Agreement to Purchase 63.6 Acre Parcel for Future Educational Facilities

Superintendent Wyrosdick stressed that we are always looking to purchase property for the growth that we have; this piece of property is 63.6 acres and is enough property for two school sites. It would allow for opportunity in the future.

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

The Board approved the following recommendations:

- 1. Grant tentative approval of the agreement as submitted*
- 2. Authorize a public meeting on October 10, 2019, to consider final approval of the agreement*
- 3. Ratify publication of notice of the public meeting*

7. Direct Purchasing Change Orders

Motion to Approve was moved by Clifton Hinote, Seconded by Linda Sanborn. 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.

- *Jay Elementary School - 6 Classroom Addition*
A. E. New, Jr.
\$70,017.25
- *King Middle School - HVAC Renovation Phase B*
A. E. New, Jr.
\$5,569.85
- *Pace High School - Softball Fieldhouse*
Larry Hall Construction
\$10,612.11
- *Woodlawn Beach Middle School - Basketball Court*
B&W Utilities
\$13,918.85

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

1. Action Agenda

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

The Board approved the following disciplinary actions on the action agenda.

- *Paula Bumgardner, unpaid suspension effective September 19, 2019*
- *Mary Grace Keller, unpaid suspension effective September 19, 2019*
- *Tim Short, unpaid suspension, effective September 16-27, 2019*
- *Benji West, unpaid suspension, effective September 11-13, 2019*

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

The Board approved the following administrative action on the action agenda.

- *Clint Martin, temporary reassignment to Administrative Services effective August 21, 2019*

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

The Board approved other administrative actions on the action addendum.

- *Lenora Baldwin, administrative leave with pay effective August 30;*

and temporary reassignment to the Office of Professional Learning, effective September 4, 2019

Mrs. Sanborn had questions/concerns regarding the new job description for Assistant Superintendent for Information Technology Services. She stated that she hears out in the community that the school district is "top heavy" and that she's had conversation with one County Commissioner that he will not support impact fees because there are "too many people at the top."

Mrs. Boston replied that the person is already in the position; it is simply a job title change. She shared that she has researched and went to the Florida DOE website; we are clearly not top heavy in Santa Rosa County. We need to look at facts; just because false information is presented often doesn't make it true.

Superintendent Wyrosdick stated that we are reorganizing to most efficiently represent the individuals we have; the additional division is just a reorganization. We're not adding a new level; this is required. The Assistant Superintendent position allows for great synthesis between other Assistant Superintendents; having those individuals at the same table at the same time makes a better product. The Superintendent continued that the comment ("too many people at the top") came from an individual who doesn't know and hasn't experienced our business.

Mrs. Ueberschaer added that this is not a unique position; one of our neighboring counties has an Assistant Superintendent for Informational Technology.

The Superintendent concluded that this is the fastest growing piece of instructional development.

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

The Board approved the following job descriptions as presented.

- Assistant Superintendent, Information Technology Services (new)*
- Enterprise Network Administrator (new)*
- Operations Analyst I (revised)*
- Operations Analyst II (revised)*
- Operations Analyst III (revised)*
- Operations Integration Specialist I (revised)*
- Operations Support Specialist I (revised)*
- Senior Enterprise Network Administrator (revised)*
- Senior Operations Supervisor (revised)*
- Technical Support Manager (revised)*

2. Employee Health and Benefit Renewals

Pam Smith, Coordinator of Risk Management and Benefits, came forward to introduce Mike Carraway with Fisher Brown Bottrell.

Mr. Carraway came forward with some good news to share with the Board and Superintendent. Every year claims are monitored; starting last year things began to turn around. Through Healthiest You (and other communication tools) our health care costs were reduced by \$1 million.

- Total renewal cost for 2020 is \$22,225,878.*
- The total number of contracts (employees on health coverage) are estimated at 2,030.*
- Maximum funding level percentage recommended is 92% which will set an estimated \$20,343,407.64 in premium collections (from Santa Rosa School District and employees).*
- Administrative services fees to Florida Blue will not increase for 2020.*
- Stop Loss Premiums increased by 2.49% (and the specific stop loss level moved from \$150,000 to \$175,000).*
- Expected medical claims and aggregate claims costs increased by 3.08% (\$18,613,751 to \$19,187,733).*
- With a recommendation of a \$0 increase and funding to 92%, the outstanding 8% potential cost to the plan if the plan exceeds a loss ratio of 100%, would be \$1,537,518.64. The current non-reoccurring fund balance (minus reserves) as of July, 2019 is \$6,014,543.04.*
- The total recommended School Board cost for our medical plan, including HSA contributions, is \$17,534,604.52 (86% of the total cost of our health care benefits).*
- The committee also recommended continuing with our current Pharmacy Benefit Management company Express Scripts. There is a \$0 cost increase for this benefit for 2020.*

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

The Board approved the recommendation for \$0 increase in health premiums for this plan year.

Superintendent Wyrosdick stated that we have waited five years for this day; this is very good news.

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

The Board approved the recommendation of Pharmacy Benefit Management company Express Scripts and \$0 premium increases for this year's renewals of all group products including the following.

- *Dental (United Health Care)*
- *Flexible Spending Plans*
- *Vision (Davis Vision)*
- *Basic Life and Supplemental Life Insurance (VOYA)*
- *Long Term Disability Plan - VLTD (Florida Combined Life)*
- *Healthiest You Telemedicine Program*

Additional benefits from our partner providers includes Florida Blue continuing to provide \$100,000 in wellness dollars to our Self-Insured Health Fund. These dollars are being used to fund our Healthiest You Telemedicine Program.

United Health Care provides for an added \$35,000 this year as part of the dental plan rebates.

Superintendent Wyrosdick and Board members expressed appreciation to the committee for a job well done.

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

1. Alternative Placements

Motion to Approve was moved by Jenny Granse, 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 alternative placements; there was no response.

2. Bigs Inspiring Scholastic Success Grant Interagency Agreement

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

3. Locklin Tech Student Financial Aid 2019-20

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

4. Adult Ed & Family Literacy, Adult General Ed Grant 2019-2020

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

5. Adult Ed & Family Literacy, English Literacy/Civics Ed Grant 2019-20

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

6. Adult Education & Family Literacy, Corrections Ed Grant 2019-20

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

7. Cherry's Heating and Air Affiliation Agreement

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

8. Murphy Cassidy Diesel Affiliation Agreement

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

9. MOU Magellan (MFLC Counselors)

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

10. Strategic Resources, Inc. MOU

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

11. Communicable Disease Manual Update

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

12. Instructional Leadership and Faculty Development Grant

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

13. Professional Development System 2019-2020

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

14. Library Media Handbook Update 2019-2020

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

15. High School Athletic/Band/NJROTC Schedules

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

16. Early Release Homecoming - PHS

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

Mrs. Boston asked if the early release requests take into account the required instructional minutes; Superintendent Wyrosdick responded that it does.

17. Homecoming Early Release - Jay Elementary

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

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

1. Internal Funds Check Signer Woodlawn Beach Middle

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

2. Capstone Audit Report

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

M. Items from Board Members

Mrs. Ueberschaer will be attending the Active Threat Training this weekend and is looking forward to it.

Mrs. Sanborn shared that she will be leaving in the morning to travel to Kissimmee as the Santa Rosa School Board representative working on the FSBA legislative platform.

Mrs. Sanborn continued that she would like for the School Board to schedule a workshop regarding the seven-period day. She wants to revisit the conversation for the 2021 school year.

Superintendent Wyrosdick suggested that we need a workshop on curriculum issues/virtual learning/digital pieces; he asked if we could combine the two. He continued that we have a meeting at 9:00 A.M. on October 24. We could adjourn the Board meeting, have brunch, and reconvene for the combined workshop.

Mrs. Granse noted that she will not be available to attend the October 24 meeting/workshop.

Mrs. Boston noted that there are several "good news" items on the agenda. Navarre High instructor Mrs. Rodriguez is taking some students to Harvard; the ROTC instructors at Navarre High are doing a great job. She recently visited Holley Navarre Middle and was very impressed with the Anchored for Life Program which is funded by the Air Force.

N. Items from Board Attorney

None

O. Items from Superintendent

Superintendent Wyrosdick noted that he has been meeting with our local legislative delegation presenting a draft platform from FADSS. Items that affect us include the SRO/safety program (it should be fully funded); providing local flexibility with regarding to building schools; increasing the base student allocation to 3%; and Best & Brightest. We can't pay every teacher who is deserving of those dollars; it's time to ask our legislators to step up. The Superintendent encouraged everyone to reach out and contact legislators regarding these needs.

1. Information Technology Services (ITS) Reorganization

*To view the entire presentation, go
to <http://santarosacountysdfl.swagit.com/play/09102019-1863>*

Superintendent Wyrosdick introduced David Hicks, Data Processing Manager. The Superintendent shared that the reorganization will accomplish many things. Mr. Hicks has the ability to look at an organization and see how it can become much more efficient and stable - he sees the big picture. We have experienced having one person to do one critical job (and how we're affected when the person is unavailable). The other piece is security; we live in a world where our network is constantly being attacked.

Mr. Hicks came forward to discuss the proposed Data Processing/Finance reorganization. We have been making things work (finding a way) but we want to get out of that mode and find the most efficient way. For example, we should be able to order a device and when it arrives on our desk it is ready to be used. In the past these devices had to first go through the TSA for prep. Some of our departments have special software; we want to improve the process and efficiency for having devices ready.

The department name would change to "Information Technology" and would no longer come under the supervision of Finance. He continued that there will be workgroups which include job title and duty changes

within a department. He has found that we have been covering so many areas that we couldn't develop strong skills in a specific area. Narrowing down and creating workgroups will improve efficiency and support for our administrators, teachers, and students.

The proposed new organizational chart showed workgroups. The presentation also included the 2018-19 position titles/job descriptions as well as the title of the proposed job descriptions (either updated or not changed). Mr. Hicks pointed out that if these changes are approved we will experience a -4.6% change in operational costs.

Mr. Hicks spoke of the four major projects we are currently working on and the associated cost savings. We have an "aggressive schedule for implementing these programs but it's what we need to do."

Mrs. Granse asked about the system replacing 3270; Mr. Hicks stated that Focus ERP and Focus SIS will replace 3270.

Mrs. Ueberschaer asked Mr. Hicks if he anticipates needing infrastructure upgrades within the department to manage the new programs. He responded that we will need three hyperconverged servers and this is already budgeted.

Mrs. Sanborn asked if the -4.6% savings shown include salary, benefits, equipment, etc.; it includes salary only.

Superintendent Wyrosdick shared that he is excited about what this will mean for our classrooms. He recommended approval of the Information Technology Services (ITS) reorganization.

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

2. Coaching Supplement Task Force Report

Superintendent Wyrosdick spoke of the Coaching Supplement Task Force. This committee has done quality work and there is a need for them to develop a staffing plan for our coaches. He asked the committee to continue their work.

There are several issues to be addressed.

- Providing flexibility that coaches need to address sports and serve students.*
- Adequate and proper supervision - in a coaching/staff what does that look like?*

- *What does a coach/support coach/head coach/assistant coach do?*

Superintendent Wyrosdick requested the Board hold an executive session after the Board meeting tonight.

P. Adjournment

*Motion to Approve was moved by Clifton Hinote, Seconded by Wei Ueberschaer. 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, 2019.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary