

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**September 26, 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. Bill Emerson 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 10, 2019**

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

**D. Oral Written Communications**

*None*

**E. Recognitions/Resolutions/Proclamations**

*None*

**F. Public Hearing**

*None*

**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*

she would like to address the Board.

Ms. Brenda Shropshire came forward to talk about her transportation concerns. She stated that her five-year old daughter (who is an ESE student) had bruises on one occasion when she arrived home and in a separate incident had been drawn on. When she requested to see the transportation video she could see that her daughter was not in her seat and not wearing her safety belt. She feels that students are not receiving proper training on the bus safety/seat belt harness (how to tighten the straps). She also stated that Mr. Crane has not always responded to her e-mails/phone calls.

Ms. Shropshire requested the School Board view the video from the bus and consider funding monitors on the buses for younger students as well as training for students on how to use the safety/seat belt. She shared that implementing preventive safety measures now may divert a tragedy later.

Superintendent Wyrosdick thanked her for being here tonight and suggested that she have conversation with Mr. Jud Crane (who was at the meeting).

### **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 Linda Sanborn, Seconded by Wei Ueberschaer. Motion Passed by a Vote of 5 - 0.*

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

- 1. Human Resource items**
  - a. Administrative Agenda**
  - b. Leave and Temporary Duty**
  - c. 19-20 Annual Inspections**
- 2. Curriculum/Instruction Items**
  - a. Business Partners**
  - b. Suspensions**
  - c. Student Reassignment Requests**

- d. **School Volunteers**
3. **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. Property Control Inventory Audit 092619**

*This item was submitted for information only.*

##### **2. Exceed the Limit 092619**

*This item was submitted for information only.*

##### **3. Surplus 092619**

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

##### **4. Food Service Quarterly Report Sept 2019**

*Leslie Bell came forward to present the Food Service quarterly report.*

*Ms. Bell began by introducing two new staff members: Jason Vance, Chef/Operations Manager; and Mary Gilliard, Operations Manager.*

*The following items were covered in the presentation.*

- *Summer Food Program - There were fewer lunches provided due to a new regulation on mobile sites.*
- *Student Well Being - Taste 4 was previously introduced at Pace High and Gulf Breeze High; this year it will be introduced at Milton High. Highlights include new menu items and decor. Ms. Bell also pointed out that white pizza crust is now allowed which is more*

*appealing to students than wheat crust.*

- *Staff Development - This summer included professional development areas conflict resolution, mentoring employees, motivating your team, and team building.*
- *Future Events - Healthy High School Challenge (promoting healthy eating in high schools); National School Lunch Week (October 15-18); and Military Appreciation Day (October 17)*

## **5. Notification Apps for Students**

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

*The Board approved as presented anonymous reporting apps used by students to report issues to administration/law enforcement.*

## **6. DAG Agenda Items**

*The Board reviewed current DAG Architects construction projects including Pace High softball fieldhouse, Jay Elementary 6-classroom addition, and Elkhart K8 School.*

## **7. McKim & Creed Agenda Items**

*The Board reviewed current McKim & Creed construction projects including Woodlawn Beach Middle School basketball court and drainage repairs. Patrick Jehle reported that the contractor is working to resolve issues with the sod. The sod replacement is scheduled for October 12 and Mr. Jehle anticipates that it should go smoothly.*

## **8. Schmidt Consulting Group Agenda Items**

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

*The Board approved Change Order #009 - King Middle School HVAC Renovation Phase B.*

- *Change order of \$6,251.36 addressing fire sprinkler modifications.*

*Joe Jones explained that when they began flattening ceilings sprinkler heads had to be lowered (making this change order necessary).*

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

*The Board approved final payment on King Middle School Renovation Phase B as follows:*

- *A.E. New final payment amount - \$119,460.50*
- *Schmidt Consulting Group final payment amount - \$3,822.30*

*The Board reviewed current Schmidt Consulting Group projects.*

## **9. EPA Asbestos Audit Findings and Response**

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

*The Board approved the response letter for submission to the EPA.*

*Assistant Superintendent for Administrative Services Joey Harrell stated that he has worked closely with Coordinator of Risk Management Pam Smith on the response letter to EPA asbestos audit findings.*

*Mrs. Ueberschaer pointed out that the audit findings are related to documentation; not asbestos findings. It was noted that we are in the process of digitizing the records (scanning into electronic files) which will correct the deficiencies.*

## **10. 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.  
\$7,985.56*
- *Pace High School - Softball Fieldhouse  
Larry Hall Construction  
\$15,918.64*

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

### **1. Action Agenda**

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

*The Board approved unpaid suspension (effective September 30 - October 2, 2019) for Lenora Baldwin, Teacher, Santa Rosa Adult.*

*The Board approved notice of intent to recommend unpaid suspension*

*(for five days) at the October 10, 2019 Board meeting for Daniel Brothers, Principal, Gulf Breeze High.*

*Motion to Approve was moved by Wei Ueberschaer, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.  
The Board approved unpaid suspension (effective September 30 - October 4, 2019) for James Martin, Instructor, Locklin Technical College.*

*Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. Motion Passed by a Vote of 5 - 0.  
The Board approved the temporary reassignment of Debra Heath, Child Development Associate, T. R. Jackson Pre-K, to Santa Rosa Community School, effective September 10, 2019.*

*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 appointment of David Hicks, Assistant Superintendent for Information Technology Services, effective September 27, 2019.*

*Motion to Approve was moved by Linda Sanborn, Seconded by Clifton Hinote. Motion Passed by a Vote of 5 - 0.  
The Board approved the revised Administrative Salary Placement Schedule as presented.*

*Motion to Approve was moved by Wei Ueberschaer, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 0.  
The Board approved the resignation of Victoria Baker, Assistant Principal at Gulf Breeze High, effective September 26, 2019.*

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

**1. Alternative Placements**

*Motion to Approve was moved by Linda Sanborn, Seconded by Jenny Granse. 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. Additional Soccer and Volleyball Supplements**

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

**3. Affiliation Agreement with FSU**

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

#### **4. District Volunteer Program Revisions**

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

*Superintendent Wyrosdick stated that he appreciates the work of Assistant Superintendent Joey Harrell, Director of Elementary Schools April Martin, and the entire committee. The committee has examined the program and these recommendations will provide accountability while streamlining the process. He continued that we have made a financial commitment and this is the right thing to do.*

*Mrs. Ueberschaer asked about overnight trips that have already been approved. Mrs. Martin responded that we haven't needed the Level 2 process up to this time but it is now in place.*

*Mrs. Granse asked about the mentors for the Ed Foundation - what is the process they will follow. Mrs. Martin explained that the Ed Foundation mentors will be considered a campus visitor rather than a volunteer; their driver's license will be scanned at the front desk.*

#### **5. Marine Wildlife Response Contract**

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

#### **6. "Empowering Students to Take Action: Aquatic Care Team (ACT)" NOAA B-Wet Grant Award**

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

#### **7. Empowering Students to Take Action: Aquatic Care Team (ACT) Contract**

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

#### **8. Uniform Assessment Calendar and Testing Schedule**

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

#### **9. 2020-2021 and 2021-2022 School Calendars**

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

*The Board approved the 2020-2021 and 2021-2022 school calendars as submitted.*

*Mrs. Ueberschaer asked if the graduation dates are planned around Memorial Day weekend and Mr. Weeks responded that they are not.*

*Mrs. Sanborn wanted to know if the survey is still being used to get input from employee stakeholders; Mr. Weeks responded that it is.*

#### **10. Homecoming Early Release Request**

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

#### **11. High School Athletic Schedules**

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

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

*None*

#### **M. Items from Board Members**

*Mrs. Sanborn shared that she was honored the Board chose her to represent the District on the Florida School Boards Association legislative committee. She recently attended the legislative platform development meeting where only 24 of 67 districts were represented. The committee began with ninety suggestions from school boards across the state and narrowed the number down to five. The idea was not to ask for so many things that we get nothing.*

*One item that Mrs. Sanborn presented and feels strongly about is changing the value of end of course exams from 30% to 10% of final grade. The committee was told that there was no point in requesting that charter schools leave since the Governor and Commissioner favor charter schools. The committee also suggested that Florida teacher salary be commensurate with the high quality instruction that Florida teachers deliver (instead of asking for a raise).*

*Mr. Hinote stated that he was fortunate to be able to go to Jay Elementary and be a part of Project E3 - Excite, Engage, Experience. This is a fantastic program including seven or eight mini academies with the goal of exciting students about future careers.*



*Mrs. Boston is very excited about the new K8 school (groundbreaking was earlier this afternoon) and all it will bring to our community; it represents much work from a lot of people and we are grateful for it.*

#### **1. School Board Member Salaries 2019-2020**

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

*The Board voted to maintain Board member annual salary at \$32,450.*

*Board member salary has been set at \$32,450 since July 1, 2011.*

*Mrs. Sanborn noted that the State's recommendation (based on the salary formula in Chapter 145, Florida Statutes) is \$36,469 or the District's beginning salary for teachers, whichever is less.*

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

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

*The Board approved the proposed final order on alternative placement of a student as recommended by Board Attorney Paul Green and authorized the Board Chairman to sign the final order.*

#### **O. Items from Superintendent**

*Superintendent Wyrosdick stated that he is directing Mr. Harrell to work with Pace Water System to secure a second egress for the Darby land in Pace. Law requires that there are two egresses; they have been working with the Board of County Commissioners to get that egress done (emergency access only through Joanna Drive). They attended a County Commissioners meeting this morning with the item on the agenda but it was not addressed. The alternative route is to consider working with Pace Water System which will require us to build a road (at significant expense). Mr. Harrell is pursuing this option as quickly as possible in order to secure the property. The contract (to purchase the Darby property) will expire in thirty days and could possibly be sold away from us. This is our best choice to move forward right now; we need to move away from counting on the Board of County Commissioners and do it ourselves.*

*The next item for discussion only is the Board meeting schedule for 2020. Superintendent Wyrosdick noted that we will adopt the schedule at the reorganization meeting in November.*

*Mrs. Ueberschaer pointed out that there is one less south end meeting than in 2019; she would like to see more (at the south end). Superintendent Wyrosdick responded that we will take a look at the*

*schedule, check with Woodlawn Beach Middle and try to schedule another meeting at the south end.*

*Mrs. Sanborn requested consideration of moving the January 21 meeting to January 16. (Since employees will be returning from the holiday break on January 7 this would not allow time for agenda items to be processed and posted.) Pam Smith, Coordinator of Risk Management, pointed out the FSBIT meeting will be held on January 16 and Board Chair Carol Boston will be attending that meeting.*

**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 26th day of September, 2019.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairman*

ATTEST:

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*Superintendent and Secretary*