

**MEETING MINUTES  
SCHOOL BOARD OF SANTA ROSA COUNTY  
November 14, 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 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 Mr. Jeff Baugus 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 October 24, 2019**

*Motion to Approve was moved by Jenny Granse, Seconded by Clifton Hinote. 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)**

*The 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. (Christine Williams arrived late due to a traffic accident in Gulf Breeze; the Superintendent asked her to come forward when she arrived.)*

*For a complete word for word transcript of the public hearing, please see*

the video. The following presentation to the Board has been condensed.

*Christine Williams of Joanna Drive in Pace addressed the Board regarding the new school to be built in Pace. As a Pace resident of thirty years, she made comments regarding the success of Santa Rosa School District and how much she appreciates the work of the Superintendent and School Board. Ms. Williams had questions regarding the second egress to the Darby property. Superintendent Wyrosdick explained that we have extended all options to obtain a second egress (without success) and are withdrawing our offer to purchase the Darby property. The Superintendent continued that we are actively engaged in purchasing other properties.*

### **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 Wei Ueberschaer, Seconded by Linda Sanborn. 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**
- 2. Curriculum/Instruction Items**
  - a. Student Reassignment Requests**
  - b. Suspensions**
  - c. Level 1 Volunteers**
  - d. Level 2 Volunteers**
- 3. Financial Items**
  - a. Monthly Financial Statement for August 2019**
  - b. Budget Amendment #19/01, Monthly Financial Statement and Bills/Payroll for September 2019**
- 4. Administrative Operational Items**

- a. **Field Trip Requests**
- b. **Religious Venue Requests**
- c. **Facility Use Requests**

## **Action Agenda**

### **I. Administrative/Operational Recommendations- Joey Harrell, Assistant Superintendent for Administrative Services**

#### **1. Surplus 111419**

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

#### **2. RFP 19-09 School Psychologist 111419**

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

*The selection committee recommended Invo Healthcare as the top company to be awarded for RFP #19-09 School Psychologist. The selection committee consisted of the following: Sherry Smith, Director of Student Services; Darla Dunn, School Counselor; Dr. Grover Diehl, School Psychologist; Michele Barlow, Principal, Rhodes Elementary; and Sandra Arrant, Assistant Principal, Russell Elementary.*

#### **3. Transportation Quarterly Report 111419**

*Virginia Sutler came forward to present the Transportation quarterly report. Mrs. Sutler covered the following areas.*

- *Staffing Report - We currently have 200 routes; 197 covered with regular drivers. We have 3 open routes; 13 bench drivers; and employ 26 district drivers.*
- *Recruiting Update - We have several ongoing ad campaigns including bus banners placed in Milton and the south end; hiring coordinator has ensured 24-hour turnaround on applications. We currently have seven candidates in training.*
- *Safe Stop - This is the new bus tracking app that is in place. SafeStop connects parents and schools with a real-time map that shows where a bus is located and provides estimated arrival times to the school and bus stop.*
- *Ride Along - Our Board members enjoyed participating in a bus*

*ride-along that demonstrated some of the obstacles our bus drivers face daily.*

- Community Outreach - Transportation provided three buses located at Wal Mart at Tiger Point, Navarre, and Pea Ridge for the "Stuff the Bus" program which provides backpacks to students who need them.*
- Employee Cancer Awareness - October is Cancer Awareness Month; in honor of two of our bus drivers who are cancer patients many of our drivers purchased Cancer Awareness t-shirts and participated in a fundraiser for these two drivers.*
- Employees Best of the Best - These drivers are recognized for being on their route every day last year with no accidents.*

#### **4. DAG 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 the Time Extension Change Order for Jay Elementary 6 Classroom Addition. This 81-day time extension request is the result of delays caused by wet conditions that impacted the critical path of the project.*

*The Board reviewed current DAG Architects construction projects.*

#### **5. Sale of Berryhill Administrative Complex**

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

*The Board approved the recommendation to accept the proposed sale of the Berryhill Administrative Complex as presented.*

*Joey Harrell, Assistant Superintendent for Administrative Services, came forward to discuss the sale of the Berryhill Administrative Complex. Mr. Harrell pointed out that Danny Zimmern (realtor selected by the Board to handle the sale) has done a very thorough job of advertising the property. Mr. Harrell stated that after the sale of the Munson property we became more sensitive to advertising property that is for sale.*

*Mr. Harrell shared that we have two appraisals - one that values the property at \$80,000 and another at \$170,000. When the bid came in below the \$80,000 appraisal, Mr. Zimmern negotiated a higher price on our behalf.*

*Superintendent Wyrosdick stated that we had several individuals/organizations indicate interest in the property but few followed up; the status of the building left us with few interested individuals.*

*Mrs. Ueberschaer inquired as to which capital fund these funds will go back to. Mr. Harrell responded that the dollars will go back to the local capital improvement fund.*

*Mrs. Sanborn stated that she spent a lot of time researching and reviewing the sales agreement which she found to be quite thorough. She expressed appreciation to Messrs. Harrell and Zimmern for leading us through the process.*

**6. Request Tentative Approval of Agreement to Purchase 41.05 Acre Parcel for Future Educational Facilities**

*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 to grant tentative approval of the agreement as submitted; authorize a public meeting on December 12, 2019, to consider final approval of the agreement; and ratify publication of notice of the public meeting.*

*Mr. Harrell pointed out that the Superintendent has one appraisal. School Board Attorney Mr. Paul Green noted that the appraisal is confidential at this time.*

*Mr. Harrell began the property discussion. There are wetlands in the 41.05 acre parcel; the conservation easement is roughly 10 acres leaving 30 buildable acres. The appraisal amount is based on 30 acres not 40 acres.*

*Mrs. Ueberschaer asked about egress options; Mr. Harrell responded that there are multiple options - he doesn't see that being a major issue.*

*Mr. Harrell stated that on purchases of this amount two appraisals are required; the second appraisal is being done at this time; we are only committing to advertisement and moving forward.*

**7. Five Year Survey**

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

*The Board approved the request to enter into a contract with Clemons, Rutherford & Associates, Inc. for the purpose of creating a new five-year plant survey for the School District. In addition to the full survey, CRA will perform annual validation reports for years 2-5. CRA will also do FISH validation - validate square footage as our district continues to grow. FISH (Florida Inventory of School Houses) requires that we are within 5% of the square footage we claim.*

**8. Direct Purchasing Change Orders**

*Motion to Approve was moved by Clifton Hinote, 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. These decreases are to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing.*

- *K-8 School @ Elkhart  
Culpepper Construction  
\$43,168.03*
- *Jay Elementary School - 6 Classroom Addition  
A. E. New Jr.  
\$58,208.85*
- *Pace High School - Softball Fieldhouse  
Larry Hall Construction  
\$30,609.85*

**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 Best & Brightest Teacher and Principal Program and Proposal for 2019-20 as submitted.*

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

*The Board approved Temporary Duty for Navarre High bus drivers as submitted.*

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

**1. Alternative Placements**

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

*The Board approved the alternative placements as submitted.*

*The Chairman asked if anyone wanted to address the Board regarding any of the alternative placements; one parent came forward to request leniency for her student.*

*Superintendent Wyrosdick noted that we've seen an increase in sexual offenses which is troublesome. We want to reach out to parents and*

*guardians; have more communication with them; put our heads together as staff to create school intervention.*

**2. SEDNET MOU**

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

**3. University of West Florida Student Internship Agreement**

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

**4. Strategic Improvement Plan 2019-2020**

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

**5. 1st Quarter SAC Minutes**

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

**6. Santa Rosa Sandy Sansing Spelling Bee**

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

*Mr. Wyrosdick shared that he's pleased that Santa Rosa will have their own spelling bee. This funding will remove the financial burden from our schools.*

**7. Santa Rosa Adult Tuition and Fee Letter 2019-2020**

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

**8. Student Athlete Drug Testing Policy**

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

**9. High School Early Release & Exam Schedule**

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

**10. High School Athletic Schedules**

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

**11. Central School Early Release - Homecoming Activities**

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

**12. Head Start Grant Synopsis 2020-2021**

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

**13. Head Start Transportation Waiver Request 2020-2021**

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

**14. Head Start Monthly Report for October 2019 - Review Only**

*Review only*

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

*None*

**M. Information Technology Services Recommendations – David Hicks, Assistant Superintendent for Information Technology Services**

*None*

**N. Items from Board Members**

*Mrs. Ueberschaer asked if we can look into a list of smaller (land) parcels that the school district owns and see what we can do with them. Superintendent Wyrosdick responded that we can; these are sites that will not be suitable to build a school.*

*Mrs. Ueberschaer shared that she attended the early childhood learning summit; it was a great interactive meeting to continue to have successful transitions for our Pre-K students. She expressed appreciation to T. R. Jackson for hosting the activity.*

*Mrs. Sanborn stated that she's been visiting various schools. The most*



*fun activity she attended was the Storybook Parade at T. R. Jackson; it was held inside due to the weather. She also was very impressed with a presentation by Paula Lowrimore and Frieda Carroll for students who have been involved in the legal system. Mrs. Sanborn thanked Dr. Karen Barber, Director of Federal Projects, who administers the Title IV Student Support and Enrichment grant.*

*Mr. Hinote recently visited some schools; he was most impressed with the Gulf Breeze Middle School Veterans Breakfast Activity. He also spoke to the Junior Optimist Club at Gulf Breeze High.*

*Mrs. Boston shared that she enjoyed all the Veterans Day celebrations; it is so moving that our community/military have such a good relationship. She also spoke of Florida School Boards Association Executive Director Andrea Messina who met with Board members today (individually). FSBA is very helpful in providing valuable information to School Board members.*

*Mrs. Boston talked about the exciting fundraisers several schools have participated in; West Navarre Primary Principal Mr. Price spent the night on top of the school. Mrs. Sanborn shared that Oriole Beach Elementary raised over \$100,000 for new playground equipment by collecting pledges for a student walk-a-thon.*

**O. Items from Board Attorney**

*None*

**P. Items from Superintendent**

**1. Request Special Meeting - December 2, 2019**

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

*The Board approved Superintendent Wyrosdick's request for a special meeting to be held on December 2 at 9:00 A.M. to discuss and approve for presentation to the Board of County Commissioners the impact fee ordinance and inter-local agreement.*

**2. Request Meeting Time Change - December 12, 2019**

*The request to change the time for the December 12 meeting is no longer needed since there will be grievance hearing at the end of the December 12 meeting; the grievance hearing cannot be rescheduled.*

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

*The Board approved the Superintendent's request to amend Don Ellis' contract to allow support of the PEARS evaluation system.*

*The Superintendent began discussion on an item of immediate concern - the PEARS evaluation system. When the Board authorized purchase of the PEARS evaluation system we also purchased a supportive agreement. We learned just last week that the sole employee who provides technical support for maintaining PEARS has left the Haas Center and accepted employment elsewhere. UWF President Dr. Martha Saunders has pledged to help us with this work but in conversation with Mr. Hicks (Assistant Superintendent for Information Technology Services) he indicates that it's best for us to take this now. There will be training and supplemental work that we need to contract out. We need to amend recently retired Data Processing Manager Don Ellis' contract and eventually will have to add an SQL person to support this work.*

*Mrs. Sanborn asked if we will receive a refund on the support contract (the remainder of the term). We will receive a refund on the remaining balance - approximately \$86,000 (which can be redirected to this request).*

*Mrs. Ueberschaer asked if this will end up costing the district more (than the support agreement we had with the Haas Center). The Superintendent responded that it should not cost more.*

**Q. 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 14th day of November, 2019.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairman*

ATTEST:

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*Superintendent and Secretary*