

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
September 27, 2012-6:30 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: Hugh Winkles, Chairman, JoAnn Simpson, Vice-Chairman, Dr. Diane Scott and Scott Peden. Mrs. Diane Coleman was not able 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. Jud Crane lead us in the Pledge of Allegiance to the Flag and in a moment of silence.

C. Approval of Minutes

1. School Board Meeting Minutes September 6, 2012

Motion to Approve was moved by JoAnn Simpson , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

D. Oral Written Communications

None

E. Recognitions Resolutions Proclamations

1. 25th Annual Commissioner's Business Recognition Awards (CBRA)

Mrs. Diamond, Elementary Director and Mrs. Eubanks, Principal of West Navarre Primary recognized Col. James C. Slife, Commander 1st Special Operations Wing as one of two winners from Santa Rosa County of the 25th Annual Commissioner's Business Recognition Awards.

The Santa Rosa Medical Center was also a winner but they were unable to attend the meeting tonight. They were nominated by Locklin Technical Center.

2. High School 2013 National Merit Scholarsip Program Semifinalists

Mr. Hinote, Director of High Schools recognized the following four young men, all students at Gulf Breeze High School for being the High School 2013 National Merit Scholarship Program Semifinals. Justin Shoemaker, Nick Bookout, Connor Torraca and P.J. Dunn.

3. Duke University Talent Identification Program Recognition

Mrs. Connie Carnley, Director of Middle Schools recognized the following State and/or Grand Recognition winners in the Duke University Talent Identification Program.

Avalon Middle School

Cameron Logan

Scott Marshman

Gulf Breeze Middle School

Bryan Bevil Jr

Nikolas Bindi

Reid Binion

Tristan Covell

Alexander Etheridge

John Flores
Megan Hoffman
James Shea III
Kayless Stevens

4. Common Core Transition Committee, 5 Star Schools and Golden School Awards

Mrs. Diamond recognized the following schools as having earned the 2011-12 Golden School Awards: Bagdad Elementary (27 years); Bennett Russell Elementary (5 years); Berryhill Elementary (28 years); Chumuckla Elementary (27 years); Dixon Primary (28 years); Dixon Intermediate (28 years); East Milton Elementary (28 years); Gulf Breeze Elementary (28 years); Holley Navarre Primary (29 years); Holley-Navarre Intermediate (29 years); Jackson Pre-K (29 years); Jay Elementary (27 years); Rhodes Elementary (28 years); West Navarre Intermediate; West Navarre Primary (6 years); Oriole Beach Elementary (31 years); Pea Ridge Elementary (31 years); Avalon Middle (12 years); Gulf Breeze Middle (18 years); Sims Middle (12 years); Woodlawn Middle (8 years); Central School (2 years); Gulf Breeze High (9 years); Navarre High School (13 years); Pace High (4 years). There was a total of 7,888 volunteers with 169,461 volunteer hours.

The following schools were recognized as 5 Star Schools for their community involvement. Chumuckla Elementary; East Milton Elementary, Gulf Breeze Elementary, Gulf Breeze High School, Gulf Breeze Middle; Holley Navarre Intermediate, Holley Navarre Primary, Oriole Beach Elementary, Pea Ridge Elementary, S. S. Dixon Primary, W. H. Rhodes Elementary, West Navarre Intermediate, West Navarre Primary, and Woodlawn Beach Middle School.

Mrs. Diamond also wanted to recognize the 2012-13 Common Core Transition Committee for all their hard work over the past couple of years as they worked on developing a new 1st Grade Report Card and Assessment Guide to be used district-wide. She asked the following people to come forward. Charlene Kincaid, Kenny McCay, Debbie Anderson, Linda Gooch, Dana Smith, Jacque Cooke, Terry Pascal, Martha Todd and Denise Gibson. She also recognized the following administrators and teachers who were on the committee but are not in attendance tonight. Karen Barber, Davina Carroll, Daphne Luchsinger, Christine Diamond, Kim Manning, Suzanne Pfeiffer, Dianne Lewis, Dena Holloway and Angel Peranich.

5. Proclamation for UWF

Motion to Approve was moved by Scott Peden , Seconded by JoAnn Simpson. Motion Accepted by a vote of 4-0.

Adoption of Proclamation declaring October 4, 2012 as University of West Florida College of Business Day.

6. Gold Flag Recognition for Santa Rosa County School Health Program

Debbie Price, Santa Rosa County Health Department introduced Sue Kennedy, Executive Committee for Florida Action for Healthy Kids Coalition. Ms. Price asked Leslie Bell, Sodexo Food Service, Jud Crane, Director of Purchasing and Contract Administration and Karen Retherford, Human Resource Services/Risk Manager to come forward. Ms. Kennedy presented them with the Gold Flag Recognition. It is hard to earn this recognition and Santa Rosa County is only one of three school districts in the state to receive it.

F. Public Hearing

None

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

None

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 Diane Scott , Seconded by JoAnn Simpson. Motion Passed by a vote of 4-0.

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

1. Human Resource Items
 - a. Substitute Teacher List - September 2012
 - b. Educational Support Substitute List
 - c. Administrative Personnel Board Agenda - 09-27-2012
 - d. Leaves Without Pay, Illness in Line of Duty, Military Leaves and Out-of-State Temporary Duties
 - e. 2012-2013 Fire Life Safety Inspections for BAC and Canal Street
2. Curriculum/Instruction Items
 - a. School Volunteers
 - b. Elementary, Middle & High School Suspensions
 - c. Student Reassignment Requests
3. Administrative Operational Items
 - a. Facility Use Requests
 - b. Use of Religious Venue
 - c. Field Trip Requests

Action Agenda

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

Motion to Approve was moved by Scott Peden , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

Board approved Purchasing Items I. 1,2,3 and 4 below:

1. BID 12-10 HVAC Test and Balance 092712
2. Bread Escambia County Bid Award 092712
3. Exceed the Limit 092712
4. Surplus Food Service Transfers 092712
5. Transportation Quarterly Report 092712

Mr. Bob Downin, Durham Transportation Director came forward to review the Transportation Quarterly Report. Mr. Downin began with the Operational Information, including the number of regular routes, ESE routes, Driver Recruitment and their current bench. He mentioned they adhere to the 400 ft. and 1,000 ft. pick up policy unless there is some really special circumstance. Mr.

Winkles asked how we are getting the word out to parents about the bus pick-up locations and the walking distances. Mr. Downin explained they send out postcards to parents with bus stop information. He also mentioned the buses take the students to their door on rainy days. If the bus windshield wipers are being used, it is considered a rainy day. Mr. Wyrosdick shared with the board that as a staff we will look at how we are communicating the information to parents.

Mr. Downin reviewed the safety figures and assured the board they are working on safety issues. Mrs. Simpson asked about reports she has received of a bus pulling out in front of traffic on Bell Lane causing the other vehicles to have to brake suddenly. Mr. Downin shared with the board he has asked for an audit to be conducted on all areas of their operation. The Safety audit is being performed by the corporate office and is currently in process. He plans to share the results of the audit with the board as soon as it is ready.

Mr. Downin has encouraged the drivers and monitors to share their concerns or problems with him. He also mentioned that Durham enjoys community involvement and recently donated a bus and driver to transport the Pace High School football team to the funeral for the father of their head coach.

The board thanked Mr. Downin for his presentation.

6. DAG Agenda Items

Motion to Approve was moved by JoAnn Simpson , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

Board approved the following DAG Change Order:

Milton High School - Kitchen Renovation/Addition

**Add CMU knee wall at existing Administration Building Foundation \$ 599.00*

**Reroute water line above new cafeteria expansion \$4,518.00*

Total \$5,117.00

Holley-Navarre Intermediate - Kitchen Renovation/Addition

**Revise roof system to lightweight insulated concrete in lieu of rigid insulation/protection board: (\$8,000.00)*

**Credit for light fixtures supplied by the SRCSB to the Contractor (\$2,882.32)*

Total (\$10,882.32)

Motion to Approve was moved by Scott Peden , Seconded by JoAnn Simpson. Motion Passed by a vote of 4-0.

Board approved the following final construction payments and fees:

Holley Navarre Intermediate-Kitchen Renovation/Addition

Final construction payment in the amount of \$83,514.71 and the remaining A/E fees in the amount of \$3,198.00

Milton High School - Kitchen Renovation/Addition

Final construction payment in the amount of \$120,717.88 and the remaining A/E fees in the amount of \$6,160.00. Also approval of the remainder of the permitting fees in the amount of \$300.00

Chumuckla Elementary School - 4 Classroom Addition

Final construction payment in the amount of \$58,074.60 and the remaining A/E fees in the amount of \$1,518.00.

The board reviewed the status of the DAG Architects construction projects.

7. Pinder Martin Agenda Items 09.27.12

Motion to Approve was moved by JoAnn Simpson , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

***Board approved the following Final Payment:
Holley-Navarre Intermediate School - 5 Classroom Addition
in the amount of \$10,003.26 subject to final completion of the punch
list and receipt of contract closeout documents.***

The Board reviewed the status of the current Pinder-Martin Associates construction projects.

8. DIRECT PURCHASING CHANGE ORDER

Motion to Approve was moved by JoAnn Simpson , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

Board approved change order decreasing the projects payable below to the appropriate contractor by the amounts show. These decreases are to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing.

Holley-Navarre Intermediate - 4 Classroom Addition

****R. D. Ward Construction \$10,269.59***

9. Hurricane Shutter Grant for West Navarre Primary School

Motion to Approve was moved by Diane Scott , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

10. Contractor Prequalification

Motion to Approve was moved by Scott Peden , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

Board approved Barnes Electric Company, Inc. 101 West Burgess Road, Pensacola, FL 32503-7110 as a qualified contractor.

11. 5-Year District Facilities Work Plan

Motion to Approve was moved by JoAnn Simpson , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

J. Human Resource Recommendation- Lewis Lynn Assistant Superintendent for Human Resources

1. Human Resource Action Agenda

Motion to Approve was moved by Diane Scott , Seconded by JoAnn Simpson. Motion Passed by a vote of 4-0.

Board approved "Coordinator of Social Studies" job description and Instructional Evaluation System Revisions as presented.

2. Health Insurance Renewal

Motion to Approve was moved by JoAnn Simpson , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

Mrs. Karen Retherford, Human Resources Services/Risk Manager came forward to review the recommendation of the Group Health Insurance Committee for 2013. Mrs. Retherford began by explaining this has been an extremely difficult year for the renewal of our group health insurance. We were given a 19% increase in renewal rates for the health plans we currently offer employees and retirees. The renewal was based on our medical claims loss ratio experience of 86.63% for the prior twelve month period, claims projections for the remainder of 2012, incurred claims that have not yet been reported/paid, and medical trend/inflation. The challenge to the District Insurance Committee was to put together a health insurance package for 2013 that was cost neutral to the School Board and Employees. The committee is aware of the budget constraints facing the Board and they also

understand that finances are tough for many of our employees. They evaluated 13 different plan options and evaluated costs for 24 different scenarios of the high and low option plans.

After Mrs. Retherford reviewed the following Group Health Insurance Recommendations, the board approved them:

**Replace the current BCBS PPO #05360 high option plan with the PPO #5773 plan as our high option. The PPO #5773 is our current low option PPO plan. They lowered the PPO #5773 CYD for 2013.*

**Replace the current BCBS PPO #05773 low option plan with PPO #5301 as the low option plan. The CYD increased and there are maximum limitations on office visits and emergency room/urgent care visits. This plan will also have a generic only drug card.*

**Replace the current BCBS HDHP/HSA #05180/81 high option plan with the HDHP/HSA #5192/93 as our high option. The HDHP/HSA is our current low option HDHP/HSA plan. The CYD increased but there are no other plan changes.*

**Modify the current BCBS HDHP/HSA #05192/93 low option plan by changing the pharmacy coverage. In 2013, this low option plan will not have a pharmacy co-payment once the CYD has been met. Instead, pharmacy will fall under the CYD and coinsurance scenario (80%/20% after CYD has been met) like all other services are covered.*

**Renew the current BCBS Blue Medicare plan. The Centers for Medicare Services (CMS) did make a modification to this plan that no longer permits a 50% discount on pharmacy during the Gap period. The full co-pay amount will continue during the Gap period.*

**Continue the current annual School Board HSA contributions of \$750 for single coverage and \$1500 for family coverage tiers.*

By making these plan changes the end result is a lower level of benefits and a savings to employees and the School Board.

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

1. Early Terminations

Motion to Approve was moved by JoAnn Simpson , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

2. Alternative Placements/Expulsions

Motion to Approve was moved by JoAnn Simpson , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

3. Santa Rosa Health and Rehabilitation Center Affiliation Agreement

Motion to Approve was moved by JoAnn Simpson , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

4. Employee AUP

Motion to Approve was moved by Diane Scott , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

This document was originally approved at the public hearing held on September 6, 2012. The original document contained a typographical error under VI. Warranties. (text contained the phrase loss of date and it should have been loss of data). As a precaution the corrected document was brought back to the board for official approval.

5. High School Early Release Day - Homecoming

Motion to Approve was moved by JoAnn Simpson , Seconded by Diane Scott. Motion Passed by a vote of 4-0.

6. PE/HOPE Requirement Waived

Motion to Approve was moved by Scott Peden , Seconded by JoAnn Simpson. Motion Passed by a vote of 4-0.

7. High School SAC Membership Roster 2012-2013

Motion to Defer was moved by JoAnn Simpson , Seconded by Scott Peden. Motion Withdrawn by a vote of 4-0.

8. PreKindergarten Programs HEAD START and EARLY HEAD START Report - August 2012

The board reviewed the Pre-Kindergarten Program Head Start and Early Head Start Report for August, 2012.

9. 2012-2013 School Calendar Revisions

Motion to Approve was moved by JoAnn Simpson , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

L. Financial Recommendations – Susan McCole, Assistant Superintendent for Administrative Services

None

M. Items from Board Members

1. 2012-13 Salaries of School Board Members

Motion to Approve was moved by Diane Scott , Seconded by Scott Peden. Motion Passed by a vote of 3-1.

The board briefly discussed the 2012-13 School Board Member salaries recommendation as submitted by the Florida School Board Association. Based on population of the county the FSBA recommends a \$121.00 a year raise. Recommendation to the board was to keep their current salary. The board voted to keep their present 2011-12 salary.

N. Items from Board Attorney

None

O. Items from Superintendent

1. Professional Development Hours 2011-12

The board reviewed the completed Professional Development training hours 2011-12 and the Santa Rosa Professional Development Protocol Review.

2. Possible School Site (Hwy 90)

Motion to Approve was moved by Diane Scott , Seconded by JoAnn Simpson. Motion Passed by a vote of 4-0.

Mr. Wyrosdick reminded the board that based on their recommendation, we issued a request for bid for property in the Pea Ridge/Pace area along Highway 90 for a possible future school site. Mr. Harrell distributed a list of the proposals and two appraisals. He reminded the board the appraisals are confidential and are not to be made public until after a price is negotiated with the seller and the school board has approved the price.

Mr. Green briefly reviewed the process of purchasing property with the board, explaining that if the board decided to go higher than the appraised price it requires an extraordinary vote of the board, meaning 4 out of 5 board members must vote in favor.

The prices of the proposals range greatly. Mr. Harrell indicated the biggest problem we had on the appraisals is a lack of comparables. Of all the proposals, only two seem to fit our needs and are suitably located. Of the two, Mr. Wyrosdick requests board approval to begin negotiations with the owners of property #6 using the average of the two appraisals and the asking price of the seller. The owner indicated some flexibility in the acreage. Mr. Wyrosdick noted that we need a minimum of 20 acres and probably a maximum of 40 acres. This would give us some flexibility to the type of school we could put on the property down the road.

The board approved the request for the Superintendent to begin negotiations on Property #6.

3. Request for Letter of Variance - Gulf Breeze Property

Motion to Approve was moved by JoAnn Simpson , Seconded by Scott Peden. Motion Passed by a vote of 3-1.

Mr. Wyrosdick advised the board that we received a letter from the owners of the triangle shaped property in Gulf Breeze that we sold them in 2006. At the time of the purchase, several restrictive covenants were placed on the property due to the close proximity to the Gulf Breeze schools. Items (H) and (I) prohibit fast-food restaurants and/or restaurants serving alcoholic beverages from being operated on the subject property. The City of Gulf Breeze has asked that the board advise them on the School Board's position insofar as allowing a Panera Bakery/Restaurant to be constructed or otherwise placed upon this property.

It will be up to the City of Gulf Breeze to determine if the desired use of the property would be expressly permitted, prohibited, or allowed as a special exception in this C-2 limited commercial district. Previously, the board took a "no position" on the request to reclassify this particular property in 2006 to C-2.

There was a discussion regarding whether Panera Bakery/Restaurant is considered a "fast-food" restaurant. They describe themselves as a "Bakery-Cafes" and that they "make great meals from made-to-order sandwiches to tossed-to-order salads and soups served in bread bowls. They do not sell alcoholic beverages.

After discussion, the board approved Mr. Green drafting a letter on behalf of the school board that indicates we no position one way or the other on the City of Gulf Breeze giving the owners of the property a special exception.

4. Virgin Health Miles Program/Wellness

Motion to Approve was moved by Scott Peden , Seconded by Diane Scott. Motion Passed by a vote of 3-1.

The Superintendent asked Mrs. Retherford to come forward and review the following item with the board. Mr. Wyrosdick asked her to work up the costs of the Virgin Health Miles. Realizing our budget is pretty flat right now and with things going up, this is one item we have some control over. Mrs. Retherford explained the costs of the Virgin Health Miles program has steadily increased from \$233,864.10 in 2010 to \$274,669.68 in 2011 and is projected to be \$309,993.42 in 2012. In order to hold down the costs of the program, she prepared a couple of options for the board to evaluate. Rather than discontinuing the program, Mr. Wyrosdick recommends that the board consider Option 1 which basically cuts the rewards program in half.

Mr. Winkles mentioned that he was one of the original board members who supported this program and still does. He would like to see the board go with Option 3 which provides slightly more rewards but also keeps the cost at the 2010 level. Mr. Peden agreed. Mrs. Scott asked Mrs. Retherford if we can tell if this program is having any affect on our total health care expenses yet. Karen said because of the HIPA law, we are not able to get detailed information, however employees enrolled in the wellness program do have better numbers (blood pressure, body mass, cholesterol, etc.) than the general employee population. Studies have shown that it usually takes 3-5 years before you can see possible results.

Mr. Wyrosdick recommended the board continue the program with Option 3. The board approved the request to go with Option 3. Mrs. Retherford will check with the company to find out if the rewards can be changed on each employee's program anniversary date or if that isn't an option, we will have to go with January 1st.

P. Adjournment

Motion to Approve was moved by Diane Scott , Seconded by Scott Peden. Motion Passed by a vote of 4-0.

DONE AND ORDERED IN LEGAL SESSION by the School Board of Santa Rosa County this 27th day of September, 2012 A. D.

***SCHOOL BOARD OF
SANTA ROSA COUNTY***

Chairman

ATTEST:

Superintendent and Secretary