

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**April 6, 2021-6:30 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. Wei Ueberschaer, Chairperson; Mrs. Linda Sanborn, Vice-Chairperson; Mrs. Carol Boston, Mr. Charles Elliott, and Mrs. Elizabeth Hewey.*

*Also present were School Board Attorney, Terry Harmon; and Dr. Karen Barber, Superintendent of Schools and Secretary.*

**B. Pledge of Allegiance**

*The Chairman called the meeting to order and Travis Fulton 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 March 9, 2021**

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

**D. Oral Written Communications**

*Superintendent Barber began discussion about Covid including guidelines for the fourth quarter of school.*

*Assistant Superintendent Michael Thorpe came forward to present information regarding Covid numbers (taken from our website). Mr. Thorpe shared that Covid numbers are going down; there is a group that meets twice a week to review the most recent Covid data. When the Covid rate at a school reaches 8% there is a team that visits the school to observe protocol. Daniel Hahn, Director of Safety, leads this work.*

*Dr. Barber stated that we have revised our protocol for the fourth quarter.*  
<https://www.santarosa.k12.fl.us/wp-content/uploads/2021/04/srcdsRevisedGuidelinesFourthNineWeeks.pdf>  
*We want our families to be able to come to school, engage, talk to their child's teacher, and move about as thoughtfully and safely as possible. Field day, field trips, band and chorus performances, track meets; these types of events will be allowed and parents will be able to attend with mitigation strategies in place. As much as possible activities will need to*

*take place outdoors. Graduation ceremonies will take place.*

*Mr. Thorpe shared that in the recent Planning Ahead Committee meeting parents and other committee members indicated they want to move ahead with caution.*

*Planning Ahead Committee Chairperson Mrs. Ueberschaer stated that we recognize there is a downward trend but it is a three-week trend. A few weeks prior to that we were looking at a 30% positivity rate. We want to be able to have activities but we also want to be mindful.*

*Dr. Barber added that we want every senior to be able to walk across the stage in June to receive a diploma.*

## **1. Santa Rosa School Board Leasing Corporation**

*Attorney George Smith is Chair of Bryant, Miller, and Olive's School District practice and participates in borrowings as bond, disclosure, or underwriter's counsel for the Santa Rosa School District. Mr. Smith discussed the purpose, legality, and responsibility of the Santa Rosa School Board Leasing Corporation.*

*The Leasing Corporation is comprised of the elected School Board members. Due to legal requirements, school boards are not permitted to enter into a lease-purchase agreement when: 1. Ad Valorem tax funds are being used to repay the debt service (which is most common), and the lease-purchase exceeds 12 months. 2. The request to pay the debt service, if the term exceeds 12 months, has not been approved by the voters being taxed (must be placed on a general election ballot).*

*While there are limitations, the law does allow for school districts and other governmental agencies to form leasing corporations. These leasing corporations are permitted to enter into lease-purchase agreements with bond holders to finance large projects which require multiple years to pay back by utilizing multiple one-year renewals for the life of the debt. The school board is under no obligation to renew the annual lease-purchase and there are no financial penalties other than the ground lease (school facility) returning to the bondholders. It should also be noted that the leasing corporation is not required to gain voter approval in order to enter into a lease-purchase agreement.*

*The agreement between the leasing corporation and the bondholders is called a Certificate of Participation. In basic terms, this equates to a large home mortgage. Throughout the year, the school board issues principal and interest payments in accordance with the amortization schedule outlined in the Certificate of Participation. Once the debt service has been satisfied, the facility and property are owned by the school board.*

## **E. Recognitions/Resolutions/Proclamations**

### **1. Month of the Military Child**

*April is Month of the Military Child. Superintendent Barber spoke of the contributions of our military families and the qualities these children bring to our community. Dr. Barber read portions of the notice from Florida Department of Education.*

*"This special recognition serves as a reminder that military children play a role in contributing to the strength of military families. Month of the Military Child provides communities an opportunity to honor and share gratitude for the service of military children."*

*Dr. Barber continued by inviting employees and students to "Purple Up" on April 21, 2021, by wearing purple as a visible way to show support and thank military children.*

### **2. Santa Rosa Adult School 75th Anniversary**

*Charlin Knight, Director of Workforce Education, and Larry Heringer, Principal of Santa Rosa Adult School, came forward to talk about the Santa Rosa Adult School 75th Anniversary.*

*Mrs. Knight provided some historical background information. She noted that 75 years ago many of our service members (who had dropped out of high school to join the military) were returning home from World War II and wanting to utilize the GI bill for educational purposes to complete high school. This is how Santa Rosa High School began. Mrs. Knight shared that she is so proud of the school's ability to evolve to meet the everchanging needs of our community.*

*Mr. Heringer pointed out that Santa Rosa Adult School provides Adult Basic Education classes, General Education Diploma preparation, Adult High School, ESOL Classes, and a drop out prevention program. These programs surround themselves around one key concept - allowing students the opportunity to reconnect; to break the cycle of poverty.*

*Mr. Heringer continued that they would like the community to help celebrate; to invite people to submit letters and/or pictures as well as videos explaining their success story with Santa Rosa Adult School. At the end of summer they will compile these success stories and share them. The school mascot is the warrior; the motto is "I will graduate; I will succeed."*

## **F. Public Hearing**

## **1. Public Hearing for the 2021-2022 School Choice Plan**

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

*Mrs. Ueberschaer announced the public hearing on the 2021-2022 School Choice Plan and asked if anyone would like to address the Board regarding this item. No one indicated they would like to address the Board.*

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

*The Board approved the 2021-22 School Choice Plan as submitted.*

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

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

*Board Chairperson Wei Ueberschaer requested Danielle Schlitter to come forward to address the Board.*

*Danielle Schlitter came to the podium to express her opinion on the mask mandate and offered data on the inefficacy of masks. Ms. Schlitter requested the Board reconsider and change mask wearing to optional.*

*Mrs. Sanborn recalled that last summer we had a lengthy discussion about mandating masks; we decided that the community health risks necessitated the mandating of masks at school. Mrs. Sanborn stated that she would like to make a motion to reconsider if community health risks still require the mask mandate at the next Board meeting.*

*Board Chairperson Wei Ueberschaer requested clarification on Mrs. Sanborn's request.*

*Mrs. Sanborn stated that her motion is that we have an agenda item on the April 20 Board meeting to have discussion on this issue for the purpose of deciding whether to stay with the policy "as written" or have the mask requirement changed to a strong recommendation. Charles Elliott Seconded the Motion. Motion Passed by a Vote of 5-0.*

*Mr. Elliott feels that since we are almost to the end of this school year the discussion item may be more about the next school year.*

*Mrs. Ueberschaer noted that the district has a Covid team that meets regularly; she asked that those two teams be allowed to give input as part*

*of this recommendation; they have been looking at data from day one. Mrs. Sanborn concurred that in order to make the best possible decision we need to have the input of those two committees.*

### **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 Charles Elliott, 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.*

- 1. Human Resource items**
  - a. Administrative Agenda**
  - b. Leave and Temporary Duty**
  - c. 2020-2021 Annual Inspections**
- 2. Curriculum/Instruction Items**
  - a. Student Reassignment Requests**
  - b. School Volunteers Level 1**
  - c. Suspensions**
- 3. Administrative Operational Items**
  - a. Exceed the Limit 040621**
  - b. Property Inventory Audit 040621**
  - c. Property Control Disposed of Inventory 040621**
  - d. Field Trip Requests**
  - e. Facility Use Requests**
  - f. Religious Venue Requests**

### **Action Agenda**

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

## **1. GSA Alarm and Signal Systems 040621**

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

*The Board approved the recommendation to use the GSA GS-07F-9671S Alarm and Signal Systems/Facility Management Systems, Professional Security/Facility Management Services, and Guard Services.*

*Mrs. Hewey asked questions about the cost. Assistant Superintendent for Administrative Services, Joey Harrell, explained that additional funds must be added to the original prices since budgets were set over a year ago and prices have increased due to Covid and technology changes. These schools do not have security cameras in them at this time.*

## **2. Surplus 040621**

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

## **3. COPS (Community Oriented Policing Services) Grant 2021**

*Motion to Approve was moved by Carol Boston, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.*

*The Board approved the Community Oriented Policing Services Grant 2021 as recommended.*

*Daniel Hahn, Director of Safety, shared that this is to help communication at the school level. Radio quality isn't consistent; we can do better.*

*Mrs. Ueberschaer asked if these radios are going to replace the daily use radios that schools are currently using. Mr. Hahn responded that they could but do not have to.*

## **4. DAG Agenda Items**

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

*East Bay K8 - The Board approved a three-day extension of time due to adverse weather during the month of February 2021.*

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

*Jay Field House - The Board approved final construction payment of \$2253.82.*

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

## **5. Anton Lee Engineering**

*The Board reviewed the status of current Anton Lee Engineering projects including East Bay K-8 and Hobbs Middle School energy upgrades.*

## **6. Berube Leonard, LLC – Structural Engineers**

*Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.  
The Board approved Phase III Pace High School weight room floor replacement.*

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

*The Board reviewed current McKim & Creed projects including New School A.*

## **8. Castaldi Analysis Jay Elementary School**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.  
As per the Office of Educational Facilities guidelines, the Board approved the Castaldi Analysis for buildings 2, 10 and 15 at Jay Elementary School. This allows the buildings to be demolished by documenting that it would cost more to repair than to destroy them.*

*Mr. Harrell noted that in looking at a master plan for Jay Elementary in years to come; it will be a process and the first step is to remove these buildings.*

*Mrs. Sanborn asked if there has been input from the Jay community. Mrs. Kelly Short, Director of Instructional Technology and former Principal of Jay Elementary, came forward to share that she hasn't heard negative feedback on this subject. Mr. Harrell added that he feels that most individuals are excited about the improvements to come.*

## **9. Termination of Capstone Lease Agreement**

*Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.  
The Board approved the termination of the Capstone Leasing Agreement as recommended.*

*Assistant Superintendent Joey Harrell explained that we need this space for our Site program. These 18-22 year old students are currently located at Whiting Field but it's becoming more difficult since this aging building needs work.*

*Assistant Superintendent for Curriculum & Instruction Michael Thorpe reiterated that we need to provide this opportunity for these 18-22 year old students (referred to as interns) so that we can help them become employed. There are many potential employers in the area.*

#### **10. Direct Purchasing Change Orders**

*Motion to Approve was moved by Carol Boston, 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 amount shown. This decrease is to reflect recent payments made to suppliers and the associated tax savings acquired through direct purchasing.*

- *East Bay K-8 School  
Culpepper Construction  
\$95,551.15*
- *East Bay K-8 Covered PE Building  
A. E. New Jr. Inc.  
\$5,069.66*
- *Hobbs Middle HVAC & Energy Upgrades  
Larry Hall Construction  
\$154,221.64*

#### **J. Human Resource Recommendation- Liz West, Assistant Superintendent for Human Resources**

##### **1. Action Agenda**

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

*The Board approved the following administrative appointment.*

- *Cathy Lawson, Assistant Principal, S. S. Dixon Primary, effective April 19, 2021*

*Motion to Approve was moved by Carol Boston, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.*

*The Board approved the following job description as submitted.*

- *Administrative Services Specialist (new), requested by Assistant Superintendent for Administrative Services*

#### **K. Curricular and Instructions Recommendation – Michael Thorpe, Assistant Superintendent for Curriculum and Instruction**

##### **1. Early Terminations**



*Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.*

## **2. Alternative Placements**

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

*The Board approved the alternative placement of Student A21-0102-038 for no less than one calendar year with educational services provided at the Learning Academy of Santa Rosa.*

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

*The Board approved the alternative placement of Student A21-0351-039 for one calendar year with educational services provided at Camelot in accordance with the 504 plan.*

## **3. Elementary School Supply Lists**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.*

## **4. Middle School Supply Lists 2021-2022**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.*

## **5. Head Start Monthly Report for January and February 2021-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. Boston shared that she will soon be attending the Florida School Boards Insurance Trust meeting with Risk Manager Pam Smith.*

*Mrs. Sanborn was recently invited to teach at Avalon Middle School and*

*was in the classroom with Latricia Laurent.*

**1. Florida School Boards Association Annual Dues**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 5 - 0.*

*The Board approved payment of Florida School Boards Association annual dues.*

**O. Items from Board Attorney**

*School Board Attorney Terry Harmon informed the Board that the Santa Rosa School Board Leasing Corporation needs to have the annual meeting to appoint the new Leasing Corporation Board at the April 20 Board meeting.*

*Mr. Harmon also explained that the Superintendent sets the agenda so a Board member does not have to make a motion to have an item added; the Board member makes the request to the Superintendent. (This is in reference to a Board member making a motion during Public Forum to have an item added to the April 20 agenda.) Mrs. Sanborn stated that she talked to the Superintendent about the motion before she brought it up.*

**P. Items from Superintendent**

*Superintendent Barber brought attention to the appointment of Travis Fulton as the Director of Purchasing and Contracts Administration that was approved earlier in the Administrative Addendum. She asked Mr. Fulton to come forward. At the retirement of Jud Cane Mr. Fulton applied for the position; he is a retired Lieutenant Colonel and comes to the school district with a wealth of skills.*

**Q. Adjournment**

*Motion to Approve was moved by Carol Boston, Seconded by Linda Sanborn. 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 the 6th day of April, 2021.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairman*

ATTEST:

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*Superintendent and Secretary*