

**MEETING MINUTES**  
**SCHOOL BOARD OF SANTA ROSA COUNTY**  
**August 19, 2021-9:00 AM**

**A. Call to Order and Roll Call**

*The School Board of Santa Rosa County met in regular session at 9:00 A.M. with the following members present: Mrs. Linda Sanborn, Vice-Chairperson; Mrs. Carol Boston, Mr. Charles Elliott, and Mrs. Elizabeth Hewey. Chairperson Mrs. Wei Ueberschaer was not present as she was out of town.*

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

**B. Pledge of Allegiance**

**C. Approval of Minutes**

**1. Approval of School Board Meeting Minutes of July 22, 2021**

*Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.*

**2. Approval of School Board Meeting Minutes of July 29, 2021**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

**D. Oral Written Communications**

*Dr. Barber shared that projections for the 2021-2022 school year were 28,100; as of yesterday (August 18), our enrollment numbers were at 29,006. We are above projection!*

*Dr. Barber continued that we've had some transportation delays; we've had more students show up than anticipated and it takes a few weeks every year for this to settle out. We're experiencing a driver shortage as well.*

*District staff have been in our schools since preplanning and it feels great.*

*We are dealing with the challenges of the Delta Covid variant. Dr. Barber walked through the steps on our website to find current Covid information. There are links to Parent Q&A, FLDOE Protocols for Controlling Covid-19 in Schools (Spanish version included); Covid Testing and Vaccine Information; SRCSD Guidelines for the First Nine Weeks; Covid-19 School Reports; and Employee Covid-19 Tracking. Dr.*

*Barber also reviewed support being provided for students who are positive or in quarantine.*

*Dr. Barber noted that Governor Desantis has already sent \$1,000 Covid relief bonus checks to classroom teachers and principals. Other types of teachers and assistant principals were not included. The intention of the Superintendent and School Board are to provide the Covid relief check to other employees from the ARP fund. Dr. Barber stated that we haven't received the application yet to apply for the funds but will include the request when we submit the application. It must be approved in order for the district to pay the bonus to other employees.*

*Board Attorney Terry Harmon provided information on the recent State Board of Education meeting that focused on Alachua and Broward Counties.*

*On July 30 Governor Desantis issued an Executive Order directing the Florida Department of Education and Florida Department of Health to adopt emergency rules to address Covid. On August 6 the Departments of Education and Health issued rules. One rule addresses attendance, another addresses Covid 19 harrassment. The Department of Health rule addresses Covid protocols. We had our own protocols in place but when the emergency rules were issued we are required to follow them.*

*Mr. Harmon continued that two school districts have continued with a mask mandate (student may opt out if certification is obtained from medical provider or the student has an IEP documenting the need to opt out).*

*The State Board of Education held an emergency meeting on August 17 to allow the two districts to explain why they are not in compliance. At the conclusion of the hearing the State Board of Education found that probable cause exists to conclude the two districts are not in compliance with the emergency rule. The Board of Education will determine appropriate sanctions which may include holding or withdrawing certain funding from these districts but will not affect funds that may impact students.*

**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, please see the video. The following comments to the Board have been condensed.

Steve Feltenberger came forward to voice his concerns regarding cameras on the bus that his daughters changed clothes on while participating in a Gulf Breeze High 2021 girls' soccer game. Mr. Feltenberger asked Board Attorney Terry Harmon to explain the difference between outer uniform and inner uniform. Mr. Feltenberger stated that he supports teacher observation cameras being installed in classrooms.

Luci Bailly reiterated her concern with curriculum; specifically the topics suggested for discussion by Savvas. Mrs. Sanborn encouraged Mrs. Bailly to complete a volunteer form in order to become more involved and see what's being taught in schools.

John Clinton stated that his wife is an ICU nurse here in a local hospital; she has also worked as a travel nurse. Mr. Clinton asked why a child can't go to a doctor and get an antibody test to be admitted back to school. He doesn't want children's information transmitted to the Health Department. Mr. Clinton volunteered to be part of the committee that is working through these issues.

Len Cross came forward to express his opinion on contact tracing.

Mrs. Sanborn asked if anyone else would like to address the Board. There was no response and the Public Comment section of the Board meeting was closed.

## **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 Carol Boston. Motion Passed by a Vote of 4 - 0.*

*The Board approved all Administrative Agenda items H. 1, 2, 3, and 4 as submitted.*

#### **1. Human Resource items**

##### **a. Administrative Agenda**

##### **b. Leave and Temporary Duty**

#### **2. Curriculum/Instruction Items**

- a. **Student Reassignments**
- b. **Level 1 Volunteers**
- c. **Level 2 Volunteers**
- 3. **Financial Items**
  - a. **Budget Amendment #20/10, Bills/Payroll and Monthly Financial Statement for June 2021**

*Mrs. Hewey requested a trend analysis on the June monthly financial report.*

*Susan McCole, Assistant Superintendent for Finance, came to the podium to discuss the following points in the June monthly financial statement presentation:*

- *The General Fund budget was \$236,901,749. The balance left at the end of June was \$7,903,653. Most of the balance is made up of the funds left in the Restricted Fund projects. These balances carried forward into the new fiscal year.*
- *The next set of reports showed the detail of the budgeted revenue and the collections in each of the funds. The General fund (fund 1) had collections of \$235,353,469.*
- *The next report showed the General fund budget and expenditures by object type. There is a description of all the fund 100 objects.*
- *The next set of reports showed the projects based on the fund balance category. The assigned projects had a balance of \$448,605 at year-end. The restricted projects had a remaining balance of \$5,720,799 which carried forward. The restricted projects can only be used for specific purposes. The committed project is made up of the school-based budgets.*
- *The function analysis for fund 100 compared the 3<sup>rd</sup> quarter to the 4<sup>th</sup> quarter. The functions, variances, percentage change, and the explanation of the changes were covered.*
- *In closing the expenditure reports for the other funds were covered. The Self-Insurance Fund had expenditures of \$26,909,636. The employee health insurance claims were higher this year and that is what caused the large expenditure increase.*

#### **4. Administrative Operational Items**

- a. Field Trips**
- b. Facility Use Requests**
- c. Non-Competitive Contracts 081921**

#### **Action Agenda**

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

###### **1. DAG Agenda Items**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.  
The Board approved the following Change Order:*

###### *East Bay Covered P.E. Building*

*A. E. New, Jr., Inc.*

*Nine day extension of time due to weather*

*The Board reviewed current DAG Architects construction projects.*

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

*Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.  
The Board approved the following:*

###### *2021 Paving Rehab - Milton High, Jay High, and Central School Combined Phase 1 & 2*

*Mrs. Sanborn and Mrs. Hewey shared that they attended the Zoning Board meeting on Thursday, August 12. The Zoning Board approved conditional use of the Willard Norris property in a 6-2 vote.*

###### **3. Sam Marshall Architects Agenda Items**

*Motion to Approve was moved by Carol Boston, Seconded by Elizabeth Hewey. Motion Passed by a Vote of 4 - 0.  
The Board approved Phase 1 design of a continuation of the current project at Hobbs Middle School. The project will renovate 21,600 square feet of additional classroom space at Hobbs Middle at the current construction cost estimate of \$1.8 million.*

###### **4. East Bay K8.Sidewalk**

*Motion to Approve was moved by Carol Boston, Seconded by Charles*

*Elliott. Motion Passed by a Vote of 4 - 0.*

*The Board approved Mr. Harrell's request to build a budget that will take care of expenses for the East Bay K8 sidewalk; approximately \$20,000. This is a joint use project with Santa Rosa County to provide safe pedestrian sidewalks/walkways for students attending East Bay K8 School.*

## **5. Agreement for Sale and Purchase Flea Market Property**

*Motion to Approve was moved by Carol Boston, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

*The Board approved the recommendation to conduct a public meeting on September 21, 2021 and ratify publication of notice of the public meeting to consider final approval of the agreement for sale and purchase of flea market property.*

*Dr. Barber asked Mr. Harrell to share the logic regarding purchasing this property since we own two other parcels in the south end. Mr. Harrell noted there are several factors; it can be purchased from one seller; the environmental survey is acceptable; geographically it could relieve population at Gulf Breeze and Navarre High Schools which are close to capacity.*

*Mr. Harrell continued that it is a tight space for a potential high school; they have basically taken Navarre High and turned it into a two-story building. We desperately need a high school on the south end.*

*Mrs. Hewey asked what the Tiger Point property would be used for; Mr. Harrell responded the Tiger Point property is suitable for Gulf Breeze only.*

## **6. Direct Purchasing Change Orders**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

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

- *East Bay K-8 Covered PE Building*  
*A. E. New Jr., Inc.*  
*\$30,511.07*
- *Hobbs Middle HVAC & Energy Upgrades*  
*Larry Hall Construction*  
*\$15,370.00*
- *Wallace Lake K-8 Site Work*

*Panhandle Grading & Paving*  
*\$6,140.37*

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

**1. Action Agenda**

*Motion to Approve was moved by Carol Boston, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

*The Board approved the following administrative appointment:*

- *Jenny Fricks, Principal of S.S. Dixon Primary, effective September 20, 2021*

*Motion to Approve was moved by Carol Boston, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

*The Board approved the following job descriptions:*

- *Coordinator of Risk Management and Benefits revised to Director of Risk Management, requested by Assistant Superintendent for Human Resources*
- *Homeless Education Teacher/Visiting Teacher (new) requested by Director of Federal Programs*

*and the items listed below:*

- *Revised Administrative Salary Placement Schedule*
- *Revised District Administrative Evaluation System*
- *Revised Educational Support Evaluation System*

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

*The Board approved the job description, Teacher on Special Assignment for Home Education (new), requested by Instructional Services; and the Memo of Understanding between Santa Rosa Professional Educators and Santa Rosa County School Board.*

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

**1. Frontline Agreement 2021-2022**

*Motion to Approve was moved by Carol Boston, Seconded by Elizabeth Hewey. Motion Passed by a Vote of 4 - 0.*

**2. CareerSource Escarosa Annual Contract Renewal 2021-2022**

*Motion to Approve was moved by Carol Boston, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

**3. Title IV Student Support and Academic Enrichment 2021-2022**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 0.*

**4. Head Start Grant Synopsis - Carryover 2021-22**

*Motion to Approve was moved by Charles Elliott, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.*

**5. Athletic Schedules - Fall 2021-2022**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.*

**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**

**1. School Board Travel**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.*

*The Board approved the travel request for three Board members to attend the FSBA Governance meeting.*

*School Board Attorney Terry Harmon explained that state law allows Board members to travel for official business. When out of county travel exceeds \$500 Board approval is required. Board members are permitted to approve their own travel.*

**O. Items from Board Attorney**

**1. Request for Exempt Litigation Strategy/Negotiation Session**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.*

*The Board approved the request for exempt litigation strategy/negotiation session at the September 9 Board meeting.*



*Prior to the vote School Board Attorney Terry Harmon explained the process to meet in private with the School Board to discuss strategy and negotiation.*

**P. Items from Superintendent**

*None*

**Q. Adjournment**

*Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 4 - 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 19th day of August, 2021.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairman*

**ATTEST:**

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*Superintendent and Secretary*