

MEETING MINUTES
SCHOOL BOARD OF SANTA ROSA COUNTY
October 21, 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. 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

Chairperson Mrs. Wei Ueberschaer called the meeting to order and Pam Smith led us in a moment of silence and the Pledge of Allegiance to the Flag.

C. Approval of Minutes

1. Approval of School Board Meeting Minutes of October 5, 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

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

Dr. Barber noted that currently 26,000 Climate and Culture Engagement Surveys have been completed; we would like as many as possible. During the month of November we will begin town hall meetings holding one in each district creating the agenda from the current survey. After the town hall meetings (and using information from these meetings) we will analyze results and begin the envisioning process to determine how we chart our course for the next five years. This will be a living document that may change based on need.

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.

Betty Ward came forward on behalf of substitute teachers. Ms. Ward stated that she has been a substitute teacher for eight years at Central School and Jay High. While neighboring counties have provided a wage increase for their substitute teachers, Santa Rosa has not, and Ms. Ward feels that Santa Rosa is losing substitutes to other districts.

Debbie Gunnoe expressed her concerns that our school district website is not in compliance with F.S. 1003.42. (providing a link on the home page to review instructional materials).

Mrs. Ueberschaer asked if anyone else would like to address the Board. No one responded 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 Carol Boston, Seconded by Linda Sanborn. Motion Passed by a Vote of 5 - 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. Suspensions**
 - b. Student Reassignments**
 - c. Level 1 Volunteers**
 - d. Level 2 Volunteers**

3. Financial Items

- a. **Monthly Financial Statements for July and August 2021**

4. Administrative Operational Items

- a. **Facility Use Requests**
- b. **Field Trips**
- c. **Non-Competitive Contracts 102121**

Action Agenda

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

1. Surplus 102121

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

2. RFP 21-06 Trade Services

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

The Board approved the recommendation to award the following companies for RFP 21-06:

- *A. E. New, Jr., Inc.*
- *J & L Underground, Inc.*

The selection committee consisted of the following:

Ricky Grimes, Maintenance Foreman II

Mark Payne, Maintenance Foreman I

Brian Prescott, Maintenance Mechanic II

James Shelby, Maintenance Mechanic II

3. Custodial Quarterly Report 102121

For a complete word for word transcript, please see the video. The following comments to the Board have been condensed.

John Brand with ABM came forward to provide the Custodial Quarterly Report.

- *Staffing Update - Experiencing staff shortage; using temporary labor particularly on the south end; hired a new District Manager; hired permanent grounds person for Jay area and Central
Showed total hours/cost comparison for 2019, 2020, and 2021 - total hours and hourly wages have increased*
- *Report Card Reporting - ABM is striving to increase participation in the report card program*
- *CleanTelligent Inspection/Work Order System*
- *Clean School of the Month for September - T. R. Jackson PreK; this team has been in place for many years; working toward full participation in all district areas*

4. High Road Quarterly Report 102121

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

Kevin Deal with High Road Academy came forward to introduce staff members who each talked about their area of responsibility including:

- *New School Name*
- *Enrollment*
- *Academic Program*
- *ESE Services*
- *Social Services*
- *Events*

Superintendent Barber stated that we appreciate the partnership.

5. FSSAT 2021

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

Daniel Hahn, Director of Safety, explained that Florida Statute requires the Florida Safe Schools Assessment Tool annual report must be Board approved and submitted to the state by November 1.

Mr. Hahn shared that he is researching putting vaping detection devices in schools. Vaping leads to many suspensions/alternative placements in our district.

6. DAG Agenda Items

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

The Board approved Change Order #11 (East Bay Covered PE Building) - five day extension.

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

The Board approved Change Order #2 School A (Pace K8) - one day extension.

The Board reviewed current DAG Architect construction projects.

7. McKim & Creed Agenda Items

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

The Board approved Change Order #7 (New School A - Wallace Lake) for additional contract days related to weather-delayed workdays.

The Board reviewed current McKim & Creed construction projects.

8. Sam Marshall Architects Agenda Items

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

The Board approved Change Order #9 (Hobbs Middle School) for extension of time.

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

The Board approved Hobbs Middle School Energy Upgrades Phase B - drawings and opinion of cost for Phase 3.

The Board reviewed current Sam Marshall Architects projects.

9. Qualified Contractor

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

The Board approved the following as a Certified Educational Facility Contractor:

- *C. W. Roberts Contracting, Inc.*
Bonding Capacity - \$600 Million
Scope of Work - General Contractor
Expiration of License - August 31, 2022
Insurance Expiration - October 1, 2022

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

1. Action Agenda

Motion to Approve was moved by Elizabeth Hewey, Seconded by

Charles Elliott. Motion Passed by a Vote of 5 - 0.

The Board approved the following administrative appointment:

- *Christy Baggett, Principal, Chumuckla Elementary, effective January 3, 2022*

Motion to Approve was moved by Carol Boston, Seconded by Linda

Sanborn. Motion Passed by a Vote of 5 - 0.

The Board approved the following administrative appointment:

- *Alexandra Timmons, Director of Risk Management, effective January 3, 2022*

Motion to Approve was moved by Charles Elliott, Seconded by Linda

Sanborn. Motion Other by a Vote of 5 - 0.

The Board approved the following administrative actions:

- *Anthea Amos, Teacher, Central School, reassigned to Transportation effective 10-13-21*
- *Anthea Amos, Teacher, Central School, return to school site effective 10-20-21*
- *Brittany Bradshaw, Teacher Assistant IW, recommend termination of employment*

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

1. Early Terminations

Motion to Approve was moved by Carol Boston, Seconded by Linda

Sanborn. Motion Passed by a Vote of 5 - 0.

2. Alternative Placements

Motion to Approve was moved by Charles Elliott, Seconded by Carol

Boston. Motion Passed by a Vote of 5 - 0.

The Board approved alternative placement of Student A22-0182-006 for one calendar year with educational services provided at the Learning Academy.

Motion to Approve was moved by Elizabeth Hewey, Seconded by Linda

Sanborn. Motion Passed by a Vote of 5 - 0.

The Board approved alternative placement of Student A22-0182-005 for one calendar year with educational services provided at the Learning Academy.

Motion to Approve was moved by Charles Elliott, Seconded by Linda

Sanborn. Motion Passed by a Vote of 5 - 0.

The Board approved alternative placement of Student A22-0151-015 for one calendar year with educational services provided at the Learning Academy.

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

Elliott. Motion Passed by a Vote of 5 - 0.

The Board approved alternative placement of Student A22-0182-012 for one calendar year with educational services provided at the Learning Academy.

Motion to Approve was moved by Charles Elliott, Seconded by Elizabeth Hewey. Motion Passed by a Vote of 5 - 0.

The Board approved alternative placement of Student A22-0182-013 for one calendar year with educational services provided at the Learning Academy.

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

The Board approved alternative placement of Student A22-0182-007 for one calendar year with educational services provided at the Learning Academy.

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

The Board approved alternative placement of Student A22-0151-014 for one calendar year with educational services provided at the Learning Academy.

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

The Board approved alternative placement of Student A22-0182-008 for one calendar year with educational services provided at the Learning Academy.

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

The Board approved alternative placement of Student A22-0351-017 for one calendar year with educational services provided at the Learning Academy.

3. Gulf Coast Physician Partners Affiliation Agreement

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

4. Math Course Proposal: Math for ACT/SAT

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

5. Assessment Calendar and Schedule 21/22

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

6. Calendar Revision

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

7. Winter Athletic Schedules

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

**8. Head Start Monthly Report for August and September 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

1. School Board Travel

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

The Board approved Board member Elizabeth Hewey travel request to attend the FSBA FADSS Annual Joint Conference in Tampa.

Motion to Approve was moved by Elizabeth Hewey, Seconded by Charles Elliott. Motion Passed by a Vote of 5 - 0.

The Board approved Board member Linda Sanborn travel request to attend the FSBA FADSS Annual Joint Conference in Tampa.

2. School Board Operating Procedures Manual

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

The Board approved the School Board Operating Procedures Manual as recommended.

Board Chairperson Mrs. Ueberschaer pointed out that several other districts in the state have a manual which serves as a resource for current Board members as well as Board members transitioning from citizen to elected official.

Superintendent Barber expressed appreciation to Mrs. Ueberschaer for putting the manual together and also to Board Attorney Terry Harmon for ensuring the manual meets legal requirements. Other Board members

also thanked Mrs. Ueberschaer and Mrs. Hewey added that it is a living document that may be revised as needed.

3. School Board Member Salaries 2021-2022

Board Chair Mrs. Ueberschaer began discussion on School Board member salaries for 2021-2022.

Mrs. Sanborn noted that the recommendation from the Office of Economic and Demographic Research is \$38,720. She stated the current Board member salary is \$32,450 and has been that amount for ten years.

Florida statute does not allow for a Board member to make more than the beginning teacher salary of \$43,196.

Motion to Approve was moved by Wei Ueberschaer, Seconded by Elizabeth Hewey. Motion Passed by a Vote of 5 - 0.

The Board approved the recommendation to increase School Board member salary for 2021-2022 by 3.35% which would increase School Board salary from \$32,450 to \$33,537 (1,087).

Other Items from Board Members

Mrs. Boston spoke of how much she enjoyed the recent county-wide band activity.

Mr. Elliott stated that there's alot of excitement throughout our schools and expressed appreciation to our administrators and employees.

Mrs. Sanborn pointed out that this is the season for Teacher of the Year; behind every Teacher of the Year is a support group of equally qualified individuals.

O. Items from Board Attorney

Mr. Harmon mentioned that he will be speaking at the annual FSBA FADSS Joint Conference and will see Superintendent Barber and Board members there.

He also commented that he only reviewed what Mrs. Ueberschaer prepared but it is a great resource for a new School Board attorney as well.

P. Items from Superintendent

Superintendent Barber commented on the county-wide band concert at

Gulf Breeze High School - "it was spectacular."

She continued that our Covid numbers continue to go down; today we have one employee who is positive and about fifteen students.

Mr. Elliott pointed out that Jay High School will be recognizing Britt Shore at this week's football game during half time.

Q. Adjournment

Motion to Approve was moved by Linda Sanborn, Seconded by Elizabeth Hewey. 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 21st day of October, 2021.

SCHOOL BOARD OF
SANTA ROSA COUNTY

Chairman

ATTEST:

Superintendent and Secretary