

**MEETING MINUTES  
SCHOOL BOARD OF SANTA ROSA COUNTY  
July 30, 2015-6:30 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: Mr. Hugh Winkles, Chairman, Mrs. Jennifer Granse, Vice-Chair, Mr. Scott Peden and Mrs. Carol Boston. Dr. Diane Scott informed the board at the July 23rd Board Meeting that she would be out of town and unable to attend the July 30, 2015 meeting. 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 Mrs. Pam Smith, Coordinator of Risk Management lead us in the Pledge of Allegiance to the Flag and in a moment of silence.*

**C. Approval of Minutes**

**1. School Board Workshop Minutes July 23, 2015**

*Motion to Approve was moved by Scott Peden, Seconded by Jenny Granse. Motion Passed by a Vote of 4 - 0.*

**D. Oral Written Communications**

*Mr. Wyrosdick asked Susan McCole, Assistant Superintendent for Finance to come forward and answer a question that came up after her budget presentation last week. Ms. McCole was asked about the number of Administrators she mentioned in her presentation. She told the board we had 92 administrators. She broke the number down to 39 Assistant Principals, 32 Principals, 13 Directors, 4 Coordinators and 4 Assistant Superintendents.*

*She also shared good news with the board that we have received additional revenue's since last week. \$300,000 more in tax revenues, \$90,000 Medicaid and other adjustments. Our FCR is now at 8.39% as of June 30, 2015. She cautioned that it will change again before the final budget is in place.*

**E. Recognitions/Resolutions/Proclamations**

**1.US News & World Reports (2015 Best High Schools Report)**

*The Superintendent announced that Milton High School and the Santa Rosa Virtual Franchise were both awarded Bronze medals by U.S. News & World Reports in their 2015 Best High Schools report. This award indicates that these two schools are ranked in the top 30% of all high schools nationwide based on College Readiness, Reading and Math Proficiency, and Student-Teacher Ratio. Both awards have resulted from the hard work and dedication of the administration, teachers, students, parents and community members involved with each school. The Superintendent and Board Members congratulated them for their accomplishment.*

**2. Congratulations to Paul Green - 40th year of service as School Board Attorney**

*Mr. Wyrosdick read portion of a letter from Sniffen & Spellman, P.A. congratulating Paul Green on his 40th year of service as School Board Attorney for the Santa Rosa County School Board. The Sniffen & Spellman firm made a \$140.00 donation to the Santa Rosa County Schools Education Foundation in his honor.*

### **3. Sodexo Spirit of Progress Award for Leslie Bell 073015**

*Mr. Jud Crane, Director of Contract Services came forward and introduced Jane Buttermore, Sodexo Regional Vice-President and asked her to join him at the podium.*

*Ms. Buttermore first explained what the Sodexo Spirit of Progress Award was and asked Leslie Bell to come forward. It is an honor for Leslie to be nominated and selected to receive this award. She also shared with the board that Leslie's nutrition education project is now one of Sodexo's Best Practices and is being used throughout the company.*

## **F. Public Hearing**

### **1. Conduct First Public Hearing and Approve Proposed/Tentative 2015-16 Budget**

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

*The Superintendent recommended and the Board approved the Required Local Effort Millage at 5.0540 Mills.*

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

*The Superintendent recommended and the Board approved the Basic Discretionary Operating Millage at 0.7480 Mills.*

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

*The Superintendent recommended and the Board approved the Basic Discretionary Capital Millage at 1.4000 Mills (for a total Millage of 7.202 Mills).*

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

*The Superintendent recommended and the Board approved a total Operating Budget of \$211,920,125 and a total budget of all budget parts of \$291,176,860 and to hold a final public hearing on the Millage and Budget on September 10, 2015 at 6:30 p.m.*

### **2. Request to advertise for Public Hearing on School Board Policy Updates**

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

*The Board approved advertising a public hearing on School Board Policy updates as follows: 5.09; 5.321; 6.33; 6.40; 6.145; 7.38 to be held on September 22, 2015 at 9:00 a.m.*

## **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 wanted to speak to the board on any item not on the agenda. There was no response and the Public Forum 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 Jenny Granse, Seconded by Carol Boston. Motion Passed by a Vote of 4 - 0.*

*The Board approved all Administrative Agenda Items H. 1 and 2 as submitted below.*

- 1. Human Resource items**
  - A .Human Resource Administrative Agenda Leaves and Out of State Temporary Duty**
- 2. Curriculum/Instruction Items**
  - A. Student Reassignment Requests**

**Action Agenda**

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

**1. RFP 152605 Interpreting Services**

*Motion to Approve was moved by Jenny Granse, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

**2. Property Inventory Audits 073015**

*Motion to Approve was moved by Jenny Granse, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

**3. Surplus 073015**

*Motion to Approve was moved by Jenny Granse, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

**4. Surplus Transfer Request FLDOC 073015**

*Motion to Approve was moved by Jenny Granse, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

**5. Exceed the Limit 073015**

*Motion to Approve was moved by Jenny Granse, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

**6. Unpaid Meal Balance Report 073015**

*Motion to Approve was moved by Jenny Granse, Seconded by Scott Peden. Motion Passed by a Vote of 4 - 0.*

**7. Food Service Quarterly Report 073015**

*Leslie Bell, Sodexo came forward to present the Food Service Quarterly update. The highlights of her presentation will be reviewing the Smart Snacks program, the Summer Food Program, Student Well Being and future plans.*

*Ms. Bell reviewed the Smart Snack Guidelines that Sodexo is implementing;*

*\*Role is to ensure compliance with USDA Smart Snacks in Schools*

*\*Maintaining a school calendar identifying dates of "exempt fundraisers"*

*\*Reporting school's compliance with the person overseeing the local wellness policy.*

*\*Must be in place by June 30, 2015*

- \*Each school to have a food service representative*
- \*Suggested use of the School Advisory Committee (sub committee)*

*The summer food program increased this summer. Last year they had 14 locations where they served 17,273 breakfasts and 23,900 lunches. This summer they had 36 locations and served 19,458 breakfasts and 25,757 lunches. Free meals were provided children 18 and under from June 2nd to August 8th.*

*Sodexo conducts Principal surveys annually. It is a corporate initiative and is distributed to all principals in the district. The results are collected and sent to Sodexo corporate office. Feedback from the surveys is used to improve services to the school district and to recognize Food Service Staff for high performance. 22 Schools received 5 Star - Gold awards and 7 schools received 4 Star - Silver Awards.*

*Last year Sodexo had 7 incidents that required first aid. This year they had 5 accidents that required medical treatment and 2 incidents that required first aid. They are continuing to work and train employees with their "Think Safety First" program.*

*Leslie introduced the new Santa Rosa Food Truck and presented pictures of it's maiden voyage to Canal Street and BAC offices. They expect to use for Santa Rosa County School District conferences, administrative sites, school sites during planning days, lunch service for field trips, provide nutritional courses on site for elementary schools and visit high schools with designated theme menu for the week.*

**J. Human Resource Recommendation- Conni Carnley, Assistant Superintendent for Human Resources**

**1. Human Resource Action Agenda**

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

*The Board approved the Educational Support Personnel Evaluation System 2015-16.*

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

**1. Alternative Placements/Expulsions**

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

**2. 2015-2016 Student Financial Aid**

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

**3. Articulation Agreement - NWFSC**

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

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

*None*

**M. Items from Board Members**

*None*

**N. Items from Board Attorney**

*Mr. Green shared with the Board that an Order has been entered in the BP Case. The settlement was accepted and BP is required to process payment to local governmental entities within thirty (30) days of the date of this order.*

*Also, in the Hughes case, he has received a taxation of costs in favor of the school board in the amount of \$4,800.*

**O. Items from Superintendent**

*None*

**P. Adjournment**

*Motion to Approve was moved by Carol Boston, Seconded by Scott Peden. 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 this 30th day of July, 2015 A.D.*

SCHOOL BOARD OF  
SANTA ROSA COUNTY

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*Chairman*

ATTEST:

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*Superintendent of Schools*