

**DESTIN HIGH SCHOOL GOVERNING BOARD WORKSHOP  
WITH SUNSHINE LAW CONSULTANT KATHLEEN SCHOENBURG**

**WORKSHOP MINUTES  
TUESDAY, JULY 11, 2023**

**DESTIN HIGH SCHOOL  
4325 COMMONS DRIVE WEST  
DESTIN, FLORIDA 32541**

PRESIDENT DENISE FOUNTAIN PRESIDING WITH WORKSHOP CALLED TO ORDER AT 5:08pm

ROLL CALL: FOUNTAIN, STONE, PALMER, LOCICERO, MCBRIDE, ONEAL, SILVER

QUESTIONS SENT IN TO MS. SCHOENBERG AHEAD OF TIME AND SHE ADDRESSED EACH.

**Who does Sunshine Law apply to?**

- Recommends boards keep items on a Shared Drive for Florida's Sunshine Law
- Sunshine Law applies to the Governing Board, not the principal, executive director, or staff
- Sunshine Law applies to anyone the given authority to act on behalf of the board

**Is it mandated that charter schools follow Roberts Rules of Order?**

- Schoenberg does NOT recommend we follow Roberts Rules of Order, and indicated it is "not a good idea" for charter school boards, its ok to follow the general parliamentary principles of it, but not the complexities that complicate a meeting and do not apply to our board.

**Proper way to handle Public Comment and public interruptions during the meeting?**

- In general, Allow 15 minutes for public comment
- No response to a public comment is required
- If a guest is out of order or disturbing the meeting with adding commentary or asking questions, the President should stop it and remind the guest that the board is conducting school business and the comments can be given during public comment.
- Guest is given 3 minutes to speak on topic, 1 public comment per guest, so all have a chance to speak. If many guests attend to express public comment, it is okay to extend the time to give all a chance to speak on the topic. Ask for no repetitions.

**If a guest or committee member in audience raises their hand during the board meeting, are they permitted to speak?**

- No, they are not permitted to interrupt the business being conducted by the board. The president should remind them their comments can be given during public comments.

**How long do records have to be retained?**

- Forever, see GSi-SI for reference

- Forever, for minutes see 37/93
- Video kept? 2 years

**What is the official requirement for posting minutes to the website?**

- Minutes should be posted quarterly to the school website
- Review Open Government Manual
- GSI 51/93 Transitory Messages
- Subsection 9 Charter Schools

**Is there a Sunshine Law requirement to post the agenda before the meeting?**

- No there isn't a requirement but suggests doing so for "best practices" A link can be added to the calendar on website with Agenda the day before.

PRESIDENT FOUNTAIN ADJOURNED THE MEETING at 5:57pm