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SUPERINTENDENT

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Jerry Register

District 1

Ginger Littleton

District 2

Pamm Chapman

District 3

Ryan Neves

District 4

Steve Moss

District 5

MINUTES  
BAY DISTRICT SCHOOL BOARD MEETING  
October 8, 2019

BOARD MEETING – 1:00 P.M. – BOARD ROOM

PUBLIC HEARING – 1:45 P.M. – BOARD ROOM

EXECUTIVE SESSION – COLLECTIVE BARGAINING  
(Immediately following School Board Meeting)

===== REVISION #1

Present: School Board Chairman Steve Moss; School Board Members Ginger Littleton, Ryan Neves and Jerry Register; William V. Husfelt, III, Superintendent and Attorney Franklin Harrison. School Board Vice Chair Pamm Chapman was absent.

The meeting was called to order at 1:00 p.m. by School Board Chairman Steve Moss. Pastor Rudie Guta, Gulf Beach Baptist Church led the Invocation. The Pledge of Allegiance was led by Shirley Baker, Executive Director of Human Resources.

I. APPROVAL OF AGENDA

Superintendent Husfelt requested the following revisions to the agenda:

- |               |                    |   |
|---------------|--------------------|---|
| <b>Delete</b> | <b>VII.A.2.</b>    | Request to Approve Additional Homeless Parent Liaison Positions   |
| <b>Add</b>    | <b>VII.A.2.</b>    | Request Support of the Placement of Rosenwald High School on the National Registry as a Historical Landmark |
| <b>Delete</b> | <b>VII.A.4.g.</b>  | Interim/ Final Payment  |
| <b>Add</b>    | <b>VII.A.6.c.</b>  | District Florida Safe Schools Assessment Tool   |
| <b>Delete</b> | <b>VIII.B.2.a.</b> | Jinks Gym Reconstruction Project  |
|               |                    | Guaranteed Maximum Price (GMP)  |

Motion by Neves, seconded by Littleton to pull **VII.A.5.b.** Motion unanimously approved.

Motion by Neves, seconded by Register to approve the revised agenda. Motion unanimously approved.

II. APPROVAL OF MINUTES – September 10, 2019 School Board Meetings, School Board Budget Workshop, & Second Public Hearing – 2019-2020 Millage and Final Budget (SMF #1)

The minutes were unanimously approved.

### **III. RECOGNITIONS/RESOLUTIONS/PRESENTATIONS**

#### **A. Florida Department of Education Recognition**

Denise Kelley and Kara Mulkusky presented a certificate of appreciation to thank the FLDOE Chancellor Jacob Oliva and Vice Chancellor Melissa Ramsey, the Bureau of Exceptional Education & Student Services and Bureau Chief Monica Verra-Tirado, Curtis Jenkins, Curtis Williams, Andrew Weatherill & Iris Williams, Dr. Jose Castillo University of South Florida, and Dr. Beth Hardcastle Rtl, University of South Florida, for their time and support to locate over 600 students and families in need of mental health services and connect them to providers the summer prior to the start of school.

#### **B. The St. Joe Community Foundation Reading & Attendance Initiative – Year 2 Recognition**

April Wilkes, St. Joe Foundation, presented a check for the Reading & Attendance Initiative – Year 2 for every elementary school.

#### **C. Junior League of Panama City Classroom Grants Check Presentation**

Karen Parham and Emily Turner presented a check to the Bay Education Foundation for classroom grants for innovative teaching techniques.

#### **D. Superintendent's Student of the Month**

1. **A. Crawford Mosley High School** – Principal Brian Bullock introduced Morgan Hughes.
2. **Bay High School** – Principal Billy May introduced Christionna Faison.
3. **Chautauqua Learn & Serve** - Director Cynthia McCauley introduced Darryl Seabrooks.
4. **Breakfast Point Academy** – Principal Clint Whitfield introduced Aidan Haggard (Elementary) and Emery Brack (Middle School).
5. **Southport Elementary School** – Principal Todd Harless introduced CJ Sitte.

#### **E. Bay District Schools Retirees**

Executive Director Shirley Baker welcomed Phyllis Bocon, Les Hooe, Elaine Hutto, Jane Ramsey, Starla Thompson, Cindy Harris and thanked them for their service to Bay District Schools.

School Board Member Neves made a motion that **VII.A.5.b.** be added back to the agenda with the exception of page 123. Seconded by Littleton. Motion unanimously approved.

At 1:42 p.m., Chairman Moss recessed the meeting for 10 minutes. He called the meeting back to order at 1:52 p.m. and directed the Board to the Public Hearing on the Agenda.

### **IV. ORGANIZATION REPORTS**

#### **A. Association of Bay County Educators**

No report given.

**B. Bay Educational Support Personnel Association**

George Perna, BESPAs President, spoke about the high cost of living, the low pay, and many support personnel leaving. He requested that the School Board consider raising the wages to retain employees. The Superintendent reminded him that BESPAs has not requested to meet for union negotiations.

**C. Bay Education Foundation**

Janet Kessler, Executive Director, shared that they were able to award 75 classroom grants and are offering Employee Assistance Program. The FL Prepaid College Program will be matching the Foundation's dollars for 2-year scholarships for graduates. The Bay Education Foundation was recently awarded gold level status for the fifth year.

**V. HEARING FROM THE PUBLIC**

The following members from the public addressed Superintendent Husfelt and the School Board Members:

Leonard Hall spoke about the Freedom of Information Act and his request for information.

**VI. LEARNING COMMUNITY NEWS**

**A. Board Members & Superintendent**

The Superintendent shared that the 1-year anniversary of Hurricane Michael will be in 2 days and the district is dealing with a mental health crisis. The mental health team is assisting the schools and teachers. There are 3,000 students that are homeless. There are many challenges in the schools.

Register shared that he visited 4 schools including St. Andrew at Oakland Terrace Elementary School. He said that the staff was happy to have so much room and all under one roof instead of in portables.

Moss shared that he attended the Grand Opening of the new Panama City Beach Sports Center. The new facility wants to work with the school district to make sure the Title I students are able to play at the complex.

Littleton shared that she is vacating her School Board seat at the end of this year. She has made a recommendation to the Governor for her replacement. Moss spoke about the shooting incident and how Littleton tried to save the others from the gunman with her purse. Many sentiments were shared about her service to the community and their respect for her.

**B. District Staff**

No report given.

**VII. CONSENT AGENDA**

**A. Superintendent**

1. Request to Approve Recruitment/ Retention Bonus for Cedar Grove Elementary School, Lucille Moore Elementary School, and Waller Elementary School Teachers (SMF #2) **Pulled to Action by Register**
- ~~2.~~ Request to Approve Additional Homeless Parent Liaison Positions
2. **Request Support of the Placement of Rosenwald High School on the National Registry as a Historical Landmark** (SMF #3)
3. **Deputy Superintendent**
  - a. Request Approval for Additional Unit Allocations (SMF #4)
4. **Business Support Services**
  - a. Cash Advance – Self Insurance/ Capital Projects/ Enterprise Funds (SMF #5)
  - b. Internal Audit Reports (SMF #6)
    1. Bay High School
    2. Rutherford High School
    3. Callaway Elementary School
    4. Lynn Haven Elementary School
    5. M. Cherry St. Elementary School
    6. Southport Elementary School
    7. Tommy Smith Elementary School
    8. Tyndall Elementary School
  - c. Inventory Report (SMF #7)
  - d. Purchasing and Contracting (SMF #8)
  - e. Third Party Claims Administration Services (TPA/CorVel) Amendment to Existing Contract (SMF #9) **Pulled to Action by Register**
  - f. Third Party Claims Administration Services (TPA/York) Amendment to Existing Contract (SMF #10) **Pulled to Action by Register**
  - ~~g.~~ Interim/ Final Payment
5. **Human Resources & Employee Support Services**
  - a. Request to Approve Personnel Recommendations/ Out of Field Teachers (SMF #11)
  - b. Request Revision to the 19-20 District Approved List (SMF #12) **Pulled to Action by Neves**
  - c. Request Revision to the 19-20 Salary Schedule (SMF #13)
6. **Operational Support Services**
  - a. Capital Projects Update (SMF #14)

- b. Florida Safe Schools Assessment Reports (SMF #15)  
*\*Confidential reports provided to the School Board Members prior to the Board Meeting.*
- c. District Florida Safe Schools Assessment Tool (SMF #15)  
*\*Confidential reports provided to the School Board Members prior to the Board Meeting.* (SMF #15)

Motion by Register, seconded by Littleton, to approve the remainder of the Consent Items. Motion unanimously approved.

## VIII. ACTION ITEMS

### A. Superintendent

- 1. Request to Approve Recruitment/ Retention Bonus for Cedar Grove Elementary School, Lucille Moore Elementary School, and Waller Elementary School Teachers (SMF #2) ***Pulled to Action by Register***

The Superintendent explained this is in the current policy so that the schools continue to retain current teachers and recruit after raising the school grade and coming out of “Turnaround” status.

Motion by Register, seconded by Neves, to approve. Motion unanimously approved.

### 4. Business Support Services

- e. Third Party Claims Administration Services (TPA/CorVel) Amendment to Existing Contract (SMF #9)  
***Pulled to Action by Register***
- f. Third Party Claims Administration Services (TPA/York) Amendment to Existing Contract (SMF #10)  
***Pulled to Action by Register***

Harrison explained that CorVel contract is a clarification and York contract outlines all the work that York completes for the district.

Motion by Register to approve both e and f, seconded by Neves, to approve. Motion unanimously approved.

### 5. Human Resources & Employee Support Services

- b. Request Revision to the 19-20 District Approved List (SMF #12)  
***Pulled to Action by Neves***

Neves requested that Page 123 be deleted due to the need to keep the Program Manager - Network Operations during the MIS reorganization.

Motion by Neves, seconded by Littleton, to approve without page 123. Motion unanimously approved.

**A. School Board Members and Attorney**

1. Appointment of James Barker to Serve on the Patterson Oversight Committee (Register) (SMF #16)

Motion by Register, seconded by Neves, to approve. Motion unanimously approved.

2. Reappointment of George Hines to Serve on the Citizens Oversight Committee (Chapman) (SMF #17)

Motion by Littleton, seconded by Register, to approve. Motion unanimously approved.

3. Request to Advertise School Board Policy

- a. 2.108 – Emergency Evacuation Drills (SMF #18)

The Superintendent shared that this change is to reflect the federal requirements. Littleton asked how many drills are required of teachers. The state requires 10 drills total. Federal guidelines will add 12 drills which will result in a total of 22 drills. Register and Littleton spoke about the loss of teaching time and the disruption of student learning.

Motion by Neves, seconded by Register, to approve to advertise. Motion unanimously approved.

- b. 7.203 – Student Discipline (SMF #19)

Harrison stated that this revision is adding the alternative placement in lieu of expulsion to Central Academy for students in place of PCMI which is no longer an option.

Motion by Register, seconded by Littleton, to approve to advertise. Motion unanimously approved.

- c. 7.306 – Threat Assessments (SMF #20)

Harrison stated this is a new policy that follows the law.

Motion by Littleton, seconded by Neves, to approve to advertise. Motion unanimously approved.

- d. 7.403 – Foreign Student Exchange/ Non-Immigrant Programs (SMF #21)

Harrison stated this change is only the application date to give students more time to submit their applications.

Motion by Neves, seconded by Littleton, to approve. Motion unanimously approved.

4. Request Approval of the Fourth Amendment of Panama City Beach Public School and Sports Park Land Transfer Agreement (SMF #22)

Harrison shared the land transfer date was changed to 12/31/20 to have everything in place for construction of the new beach school.

Motion by Register, seconded by Littleton, to approve. Motion unanimously approved.

**B. Superintendent**

**1. Business Support Services**

**a. Group Insurance Recommendations 2020 Year (SMF #23)**

Loyed explained the insurance premiums will not increase. Neves questioned the Teledoc vs. the Wellness Center usage. Loyed said he would share those reports with the Board.

Motion by Register, seconded by Neves, to approve. Motion unanimously approved.

**~~2. Operational Support Services~~**

**~~a. Jinks Gym Reconstruction Project Guaranteed Maximum Price (GMP)~~**

**IX. PUBLIC HEARING – 1:45 P.M.**

**A. Bay District Schools Job Descriptions (SMF #24)**

**1. Capital Projects Contract Manager**

Motion by Neves, seconded by Littleton, to approve. Motion unanimously approved.

**2. Guidance Paraprofessional**

Motion by Neves, seconded by Register, to approve. Motion unanimously approved.

**3. Program Specialist**

Motion by Littleton, seconded by Register, to approve. Motion unanimously approved.

At 1:56 p.m., Chairman Moss directed the Board back to the Organization Reports.

**X. INFORMATIONAL ITEMS (No action required)**

**A. Charter School Financial Statements (SMF #25)**

1. Bay Haven Charter Academy, Inc.
2. Central High School
3. Chautauqua Learn and Serve Charter School
4. Palm Bay Elementary
5. Palm Bay Preparatory Academy
6. Rising Leaders Academy, Inc.
7. University Academy, Inc.

**B. School Recognition Plans (SMF #26)**

1. Elementary Schools
2. Middle Schools
3. High Schools
4. Combination Schools
5. Charter Schools

**XI. EXECUTIVE SESSION – COLLECTIVE BARGAINING**

(Immediately following School Board Meeting)

At 3:07 p.m., Chairman Moss stated that the Board Meeting will stand in recess as the Board entered into private Executive Session for the purpose of collective bargaining.

The Executive Session began at 3:15 p.m.

Those attending the Executive Session were the four School Board Members, Superintendent Husfelt, Attorney Franklin Harrison and members of the District's negotiating team.

The Executive Session concluded at 3:58 p.m. With no further business scheduled to come before the Board, Chairman Moss adjourned the School Board Meeting.



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Steve Moss  
Chairman



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Bill Husfelt  
Superintendent