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SUPERINTENDENT

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Board Members:

Jerry Register

District 1

Ginger Littleton

District 2

Joe Wayne Walker

District 3

Ryan Neves

District 4

Steve Moss

District 5

MINUTES
BAY DISTRICT SCHOOL BOARD MEETING
MAY 23, 2017

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

PUBLIC HEARING – 1:45 P.M.

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

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REVISION 3

Present: School Board Chair Ginger Littleton; School Board Vice Chair Ryan Neves; School Board Members: Steve Moss, Jerry Register, and Joe W. Walker; Deputy Superintendent Sandra Davis and Attorney Franklin Harrison.

The meeting was called to order at 1:00 p.m. by School Board Chair Ginger Littleton. Pastor Delwynn Williams representing St. John Missionary Baptist Church led the Moment of Reflection. The Pledge of Allegiance was led by Joe Wayne Walker, School Board Member.

I. APPROVAL OF AGENDA

Deputy Superintendent Sandra Davis requested the following revisions to the agenda:

- Add:** VI. Administrative Recommendations
 - C. Acting Assistant Principal of Rosenwald High School
 - D. Assistant Principal of Southport Elementary School
 - E. Assistant Principal of H. Beach Elementary School
 - F. Assistant Principal of J.R. Arnold High School
 - G. Assistant Principal of Lynn Haven Elementary School
- Delete:** VII. Deputy Superintendent
 - 2. Request to Approve for Advertisement 2017-2018 Organizational Chart
- Add:** VII. Deputy Superintendent
 - 3. Request to Revise 2016-2017 District Approved List
 - 4. Request to Approve 2017-2018 District Approved List
- Change:** VII.C.1. Contracts/MOUs/Agreements 2017-2018
 - a. VPK Contract with Early Learning Coalition
- Delete:** VIII.B.1. Request to Advertise New/Revised Job Descriptions
- Delete:** X. Consent Agenda. Public Hearing was heard prior to voting on consent items.

Motion by Walker, seconded by Register to approve the agenda as amended.
Motion unanimously approved.

II. APPROVAL OF MINUTES – May 4, 2017 Special School Board Meeting Minutes, May 9, 2017 School Board Meeting Minutes (SMF #1 & #2)

The minutes were unanimously approved as presented.

The Superintendent arrived at 1:15 P.M. and the Deputy Superintendent moved to the audience while the Superintendent took his place at the dais.

III. RECOGNITIONS/RESOLUTIONS/PRESENTATIONS

A. Chautauqua Learn & Serve Student Presentation

Chautauqua Learn & Serve's Adult Program students presented over 400 Title I Pre-K packets they prepared for distribution to the Title I Pre-K students to work on during the summer to prepare them for Kindergarten.

B. Bay District School Retirees

No retirees were in attendance.

C. Battle of the Books Presentation

Dorothy Goodwin, Media Specialist, introduced the 10th Annual Battle of the Books winner which was the 4th grade team from West Bay Elementary School. Gary Buynak, Media Specialist, introduced the team members which included Memphis Messina (Captain), Tamsin Bus, Elisa Vega, and Chloe Ogdon.

D. March of Dimes Presentation

Sharon Michalik, Executive Director of Human Resources, presented a check to Mr. Bailey, Tallahassee, FL Chapter of the March of Dimes Representative, for \$1,119.19. The District Office held a fundraising event called Caps for Kids, Tees for Toddlers, and Blue Jeans for Babies. The 3rd floor raised the most donations and were treated to afternoon snacks provided by Chartwells Food Service.

E. Citizens Oversight Committee

Charles Roberts, Citizens Oversight Committee member, reported that their quarterly meeting was scheduled for April 18, 2017 but they did not have a quorum. The committee did review the quarterly receipts and invoices and all records were in order. The committee will meet again on August 15, 2017.

F. First in Math Recognitions and Awards

Cylle Rowell, Instructional Specialist, presented First in Math Awards. First place award went to Tommy Smith Elementary School, 2nd place went to Tyndall Elementary School, and in 3rd place was Hiland Park Elementary School. Top teams were announced and lanyards given to each student that participated.

IV. HEARING FROM THE PUBLIC

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

Paul Sims provided a handout to the Superintendent, School Board Members, and the School Board Attorney to express his concern with Senate Bill 106/ House Bill 81. He referred to the Bill as "Whiskey and Wheaties" which allows liquor to be sold in grocery stores and 16 year old clerks may sell the alcohol as long as they are supervised by someone at least 18 years old. He requested that the School Board Members contact the Governor before this Bill is signed. The Superintendent recommended calling the Governor's office due to time limitations. The Superintendent requested that the School Board members be provided with the Governor's contact information.

V. LEARNING COMMUNITY NEWS

A. Board Members & Superintendent

Register stated that he always put the kids first during his career but feels that the legislature has not been putting our kids first. He would like the School Board to develop a Resolution that the legislature must follow the same rules in the Sunshine Law just like the School Board and other Florida government agencies. Attorney Harrison stated that Resolution is a good start.

Moss stated that Mosley High School's Baseball Team still alive in the state playoffs. If they win the next game, they will be in the Final Four. He also share the distribution of Chromebooks to Mowat and Merritt Brown Middle School teachers is happening this week so they can practice their lesson plans over the summer.

Superintendent Husfelt shared two emails. One email was complimentary about the students and staff of St. Andrew School. The other email was concerning a mother of a 6th grade student and the difference the use of the Chromebook has made in his life. He is shy but he can email his teachers his questions and doing better academically.

B. District Staff

John Bozarth, Director of Facilities, presented examples of the rubberized track for Tommy Oliver Stadium's cushioned track. Estimate was \$3,000 but actual cost is lower than the estimate. He would like to use the higher grade and will still be under the estimate. He will bring his request at a later Board Meeting.

Denise Kelley, Director of K-12 & Adult instruction, shared that the 3rd grade scores are in and are above the state average in FSA Reading. Some of the schools made huge learning gains. Tommy Smith Elementary had 75% of their students with a level 3 or above. All of the DA schools had gains in 3rd grade Reading. Oscar Patterson Elementary School more than doubled their percentage of a level 3 and above. Average was 10% above previous scores. Achieve 3000 representatives decided to give a license for every student instead of limited licenses per school.

At 1:53 P.M., Littleton directed the Board to move to the Public Hearing.

VI. ADMINISTRATIVE RECOMMENDATIONS

- A. Turnaround Principal of Cedar Grove Elementary School**
Shirley Baker (SMF #3)
- B. Assistant Principal of Merritt Brown Middle School**
Judy Frye (The memorandum was corrected before vote which stated Parker Elementary School) (SMF #4)
- C. Acting Assistant Principal of Rosenwald High School**
Tracey Sirmans (SMF #5)
- D. Assistant Principal of Southport Elementary School**
Peggy Bunch (SMF #6)
- E. Assistant Principal of Hutchinson Beach Elementary School**
Teresa Holzman (SMF #7)
- F. Assistant Principal of J.R. Arnold High School**
Antonius Barnes (SMF #8)
- G. Assistant Principal of Lynn Haven Elementary School**
Phillip Campbell (SMF #9)

Motion by Neves, seconded by Moss to approve all the Administrative Recommendations. Motion was unanimously approved.

VII. CONSENT AGENDA

A. Superintendent

- ~~1. Request to Approve 2017-2018 Administrative Recommendations
(Moved to Action Item due to voting conflict)~~

B. Deputy Superintendent

1. Request to Revise 2016-2017 Salary Schedule (SMF #11)
- ~~2. Request to Approve for Advertisement 2017-2018 Organizational Chart- Pulled~~
- ~~3. Request to Approve 2017-2018 District Approved List- Pulled~~
- 4.2. Request to Revise 2017-2018 Unit Allocations (SMF #12)
- *3. Request to Revise 2016-2017 District Approved List (SMF #24)
- *4. Request to Approve 2017-2018 District Approved List
(Moved to Action Item by Walker)

C. Assistant Superintendent for Teaching and Learning Services

1. **Contracts/MOUs/Agreements 2017-2018 (SMF #13)**
 - ~~a. VPK Contract with Early Learning Coalition
(Moved to Action Item by Littleton)~~
 - b. Kindergarten Staggered Start 2017-2018 (SMF #15)

D. Business Support Services

1. ~~**Purchasing & Contracting**
(Moved to Action Item by Register)~~

E. Human Resources & Employee Support Services

1. **Request to Approve Personnel Recommendations/Out of Field Teachers (SMF #17)**

F. Operational Support Services

1. **Bid Results – Arnold Parking Lot Paving Project (SMF #18)**
2. **Plans Review – Hutchinson Beach HVAC Project (SMF #19)**

Motion by Neves, seconded by Moss to approve the remainder of the Consent Items. The Consent Agenda was unanimously approved.

VIII. ACTION ITEMS

A. Superintendent

- 1. Request to Approve 2017-2018 Administrative Recommendations**
(Moved to Action Item due to voting conflict – SMF #10)

Motion by Moss, seconded by Neves to approve the 2017-2018 Administrative Recommendations with the exception of Deniece Moss. The 2017-2018 Administrative Recommendations was unanimously approved.

Motion by Neves to approve Deniece Moss, seconded by Register. Moss announced that he is abstaining from this vote. The motion was unanimously approved.

Moss submitted Form 8B – Memorandum of Voting Conflict at this time due to one of the recommendations is a relative. He abstained from the vote and submitted a Form 8B which is filed with the SMF files – SMF #10.

D. Business Support Services

- 1. Purchasing & Contracting (SMF #16)**
(Moved to Action Item by Register)

Register questioned #2 on page 22. It is the bid request for the scoreboard for Tommy Oliver Stadium. Register asked if this was a new purchase the School Board was voting on. Neves and the Superintendent responded that this is the item that the Chapman family is donating and the scoreboard will make money with the capability for advertising. Register stated that he was relieved it was not a request for additional funding.

Register questioned #3 on page 22 concerning the purchase of 850 new voice-over IP desktop phones sets. Neves was involved with the initial change to VOIP sets which resulted in a tremendous savings for the district. Chip Shows stated this will replace the remaining analog phones. It has already been budgeted and it is a request to purchase.

Motion by Register, seconded by Walker to approve. Motion was unanimously approved.

B. Deputy Superintendent

4. Request to Approve 2017-2018 District Approved List
(SMF #25) *(Moved to Action Item by Walker)*

Walker questioned why Purchasing was adding two positions. Deputy Superintendent Sandra Davis stated that the positions were just being moved from Operational Services to Purchasing. Walker questioned the ten additional paraprofessionals for Transportation. Sandra Davis stated that the positions are needed for ESE students and discipline issues.

Motion by Walker, seconded by Neves to approve. Motion was unanimously approved.

C. Assistant Superintendent for Teaching and Learning Services

1. Contracts/MOUs/Agreements 2017-2018

a. VPK Contract with Early Learning Coalition (SMF #14)
(Moved to Action Item by Littleton)

Littleton questioned page 16.3, paragraph 11. Assessment. She asked where the assessments are and does they Kindergarten teachers have access to them. Jennifer Walters, Coordinator of VPK & ESE Pre-K, stated the each Pre-K Instructor will print the student data at the end of the year and it is place in the student's cumulative file for the Kindergarten teacher to review. Littleton questioned paragraph 49. Readiness Rates. Walters stated that the data is housed on the Office of Early Learning website. The contract has changed and the new test training will begin this summer. The program must have a 70% or higher readiness rate or undergo an improvement plan.

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

A. School Board Members and Attorney

1. Reappointment of Arthur Cullen to the Charter Review Committee (SMF #20)

Motion by Neves, seconded by Moss to approve. Motion was unanimously approved.

~~**B. Human Resources & Employee Support Services**~~

~~**1. Request to Advertise New/Revised Job Descriptions**~~ *(pulled)*

C.B. Operational Support Services

**1. Architect Selection for New Elementary Beach School
(SMF #21)**

Superintendent shared that this action is in the event if the state does not veto HB 7069. July 1, 2017 is the deadline for the architect to begin work so this step is to be prepared if the District is allowed to build a new school and meet the state requirement. If HB 7069 is vetoed, the district will not continue with the plan of building the new school. Register asked what the projected cost would be for this project. John Bozarth stated that he hopes the construction cost would be \$25-\$26 million and there are site costs, entry road, professional fees, and other costs. The total is approximately \$30 million and \$200 per square foot. Several new schools have recently been built so that is what the cost is based on. Register is concerned that local contractors have not made the top 5. Superintendent stated that the committee followed State Statute and School Board Policy. Walker stated that it is hard to select an architect without knowing what they will charge on the project first. The Superintendent stated that the School Board can change the policy. Attorney Harrison stated that the School Board participated in the selection in the past. Littleton stated that a workshop has been requested on this topic so that the School Board has a clearer picture of the bidding and selection process. Moss stated that this is a LCI project which will be different. He spoke with other architects about CRA and they spoke very highly about the company. Walker asked about the last school that CRA built. Greg Kelly, Representative of CRA, spoke to the School Board about his company has built 7-8 new schools in the last 3 years. All projects were on time and under budget. Neves questioned why this step can't wait until a decision has been made on HB 7069. Superintendent stated that negotiations must occur prior to coming back to the Board which take time. Neves questioned the cost of this process and Bozarth stated it was already budgeted.

Motion by Moss, seconded by Neves to approve. Motion was approved 3-2 with Register and Walker voting no.

2. Architectural Fee Approval – Lynn Haven Cafeteria & Renovations (SMF #22)

Bozarth stated that he felt this fee compares favorably to other projects that have been completed in the District. Total cost will be \$6.1 million.

Motion by Neves, seconded by Moss to approve. Motion was approved 4-1 with Register voting no.

At 1:53 P.M., Littleton directed the Board to move to the Public Hearing.

IX. PUBLIC HEARING – 1:45 P.M

A. Coordinator of Student Placement Options (SMF #23)

Gena Burgans, Assistant Superintendent for Teaching & Learning, addressed the School Board concerning this job description. Register asked if a Masters Degree is necessary and Burgans said to address Principals it should be a requirement. Register is concerned about adding another position without knowing what the budget will be for the 2017-18 school year.

Motion by Neves, seconded by Walker to approve. The job description was approved 4-1 with Register voting no.

At 1:56 P.M., Chair Littleton directed the School Board back to VI. Administrative Recommendations.

~~X. CONSENT AGENDA (Pulled)~~

~~A. Deputy Superintendent~~

~~*1. Request to Revise 2016-2017 District Approved List~~

~~*2. Request to Approve 2017-2018 District Approved List~~

~~XI. EXECUTIVE SESSION – COLLECTIVE BARGAINING~~

~~(Immediately following School Board Meeting)~~

~~* Must be held after Public Hearing~~

With no further business scheduled to come before the Board, Chair Littleton adjourned the School Board Meeting at 2:53 P.M.



Ginger Littleton
Chair



Bill Husfelt
Superintendent