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SUPERINTENDENT

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Board Members:

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
September 10, 2019

EXPULSION HEARING – 10:30 A.M. – BOARD ROOM

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

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

SCHOOL BOARD BUDGET CHANGES BUDGET WORKSHOP
4:30 P.M. – BOARD ROOM

SCHOOL BOARD MEETING – BOARD ROOM
(Following School Board Workshop)

SECOND PUBLIC HEARING - 2019-2020 MILLAGE &
FINAL BUDGET- 5:01 P.M. - BOARD ROOM

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Revision #1

EXPULSION HEARINGS

Present: School Board Chairman Steve Moss; School Board Vice Chair Pamm Chapman; School Board Members Ginger Littleton and Jerry Register; Sarah Whaler, Coordinator of Student Placement Options and Attorney Franklin Harrison.

Attorney Franklin Harrison called the Expulsion Hearing to order at 10:37 A.M.

- 1) Arnold High School student – R.B. Case #1920001

The student and his mother and father were present for the hearing which was requested to be held in private. His grandmother participated via conference call. The student is charged with an Out of School Delinquent Act which, if committed by an adult, would be a Felony. The parents agreed with the charges but not the recommendation for expulsion. Attorney Harrison admitted School Board Exhibits #1 through #10 into evidence. Sworn testimony was given by Sarah Whaler, Jennifer Jennings, Graduation Pathways, Jonathan Moore, A.P. at JR Arnold High School, the student's JPO, the student and his grandmother, mother and father.

Motion by Littleton, seconded by Register, to accept the Superintendent's recommendation that the student be expelled from attending the public schools in Bay County, Florida for all of the 2019-2020 school year and all of the 2020-2021 school year, including summer school, and that the student not be offered alternative placement during the expulsion period. Motion was unanimously approved.

The Expulsion Hearing ended at 11:55 A.M.

## **SCHOOL BOARD MEETING**

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

The meeting was called to order at 1:02 p.m. by School Board Chairman Steve Moss. Pastor Austin Rhodes, City Church of Northside led the Invocation. The Pledge of Allegiance was led by Doug Lee, Executive Director of Operations.

### **I. APPROVAL OF AGENDA**

Superintendent Husfelt requested the following revisions to the agenda:

<b>Delete</b>	<b>III.E.1.</b>	A. Crawford Mosley High School and renumber accordingly.
<b>Add</b>	<b>III.G.</b>	Bay High School Summer Graduate
<b>Delete</b>	<b>VII.3.b.</b>	Contracts/MOUs/Agreements and renumber accordingly.
	<b>VII.4.a.</b>	Interim/ Final Payment and renumber accordingly.
<b>Add</b>	<b>VII.4.d.</b>	Third Party Claims Administration Services (TPA/CorVel) Amendment to Existing Contract
	<b>VII.4.e.</b>	Third Party Claims Administration Services (TPA/York) Amendment to Existing Contract
	<b>VIII.A.2.</b>	Tyndall Elementary Expansion and renumber accordingly.

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

### **II. APPROVAL OF MINUTES – August 27, 2019 School Board Workshop & School Board Meeting (SMF #1)**

The minutes were unanimously approved.

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

#### **A. Driver's Education Vehicle Program Recognition**

Suzanne Farrar, Director of Secondary Education, recognized Bill Cramer Chevrolet Buick GMC for lending vehicles for the Driver's Education Program during the summer.

#### **B. Outstanding Social Studies Teachers of the Year**

Alana Simmons presented the awards to: 2018 - Byron Barlow, Mowat Middle School; 2019 - Christinia Wickham, Rutherford High School; and 2019 - Cindy Fowler, Bay High School.

#### **C. FLDOE Golden and Silver School Awards**

Kara Mulkusky, Director of Student Services, recognized the following schools with the Golden Award: Deerpoint Elementary School, Lucille

Moore Elementary School, New Horizons Learning Center, H. Beach Elementary School, St Andrew School and Southport Elementary School.

**D. Superintendent’s Spirit of the #Community Awards**

The Superintendent recognized Rachel Smoker and Abbie Capes for their contributions to the community and the District after Hurricane Michael.

**E. Superintendent’s Student of the Month**

**~~1. A. Crawford Mosley High School~~**

**2.1. New Horizons Learning Center**

Principal Gordy Pongratz recognized Deldrick Wright and Jared Snider.

**3.2. Deerpoint Elementary School**

Principal Becki Reeder recognized Evan Clements.

**4.3. Northside Elementary School**

Principal Amy Harvey recognized Aida-Joy Hutto.

**5.4. Rising Leaders Academy**

Principal Amber Perryman recognized Brycen Greenwood.

**F. Presentation of Pocket U.S. Constitutions**

**G. Bay High School Summer Graduate**

Superintendent Husfelt and Barbara Smiley presented Sandra Kilroy with her Bay High School Diploma.

**IV. ORGANIZATION REPORTS**

**A. Association of Bay County Educators**

No report was given.

**B. Bay Educational Support Personnel Association**

President George Perna spoke about the cost of living in Bay County after the storm and the impact of no raises given to support personnel and bus drivers. Transportation and Maintenance are unable to attract personnel.

**C. Bay Education Foundation**

No report was given.

**D. Citizens Oversight Committee**

No report was given.

## V. HEARING FROM THE PUBLIC

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

Chuck Stem stated that International Exchange Student Week will be November 18<sup>th</sup> – 22<sup>nd</sup> this year and asked the Board Members to change the deadline of applications from July 1<sup>st</sup> to August 1<sup>st</sup> for exchange student applications. Tony Bostick spoke about reopening Oscar Patterson Elementary School. Anita Dillard petitioned the School Board to support her and the committee's efforts to establish the original site of Rosenwald High School as a historic site.

## VI. LEARNING COMMUNITY NEWS

### A. Board Members & Superintendent

No report given.

### B. District Staff

No report given.

## VII. CONSENT AGENDA

### A. Superintendent

#### 1. Approval of Bay Education Foundation Board Member (SMF #2)

#### 2. Deputy Superintendent

- a. Request Approval for Additional Unit Allocations (SMF #3)
- b. Request Approval for Revision to the Staffing Formula (SMF #4)

#### 3. Assistant Superintendent for Teaching and Learning Services

- a. Contracts/MOUs/Agreements
- b.a. 2019-2020 Assessment Calendar (SMF #5)

#### 4. Business Support Services

- a. Interim/Final Payment
- b.a. Internal Audit Reports (SMF #6)
  - 1. JR Arnold High School
  - 2. Jinks Middle School
  - 3. Mowat Middle School
  - 4. Surfside Middle School
  - 5. Hiland Park Elementary School
  - 6. Parker Elementary School
- c.b. Inventory Report (SMF #7)
- d.c. Purchasing and Contracting (SMF #8)

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

The Superintendent offered to provide information at a later date – ***Item Tabled until next Board Meeting.***

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

The Superintendent offered to provide information at a later date – ***Item Tabled until next Board Meeting.***

5. **Human Resources & Employee Support Services**

- a. Request to Approve Personnel Recommendations/ Out of Field Teachers (SMF #11)

6. **Operational Support Services**

- a. Capital Projects Update (SMF #12)

7. **School Board Attorney**

- a. Utility Easement Agreement  
***Pulled to Action by Register***
- b. Access Agreement – Ditch Cleaning  
***Pulled to Action by Register***

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

**VIII. ACTION ITEMS**

**A. Superintendent**

**7. School Board Attorney**

- a. Utility Easement Agreement (SMF #13)  
***Pulled to Action by Register***

Franklin Harrison explained that this agreement is needed so that the City of Lynn Haven can move water and utility lines near Mowat Middle School.

- b. Access Agreement – Ditch Cleaning (SMF #14)  
***Pulled to Action by Register***

Franklin Harrison explained that the City of Lynn Haven received a grant to clean the ditches near AC Mosley High School and an access agreement will be in order.

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

**A. Superintendent**

1. Panama City Beach Chamber's Reappointment of Jack Bishop to the Citizens Oversight Committee (SMF #15)

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

**2. Tyndall Elementary Expansion (SMF #16)**

The Superintendent explained that the enrollment is growing at the school and he has had discussion with Facilities and the Principal about expanding the school to a K-8 facility.

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

**2.3. Human Resources & Employee Support Services**

- a. Request to Advertise New/Revised Job Descriptions

1. Semi-Skilled Craftsman (SMF #17)

The Superintendent shared that it has been difficult to attract applicants for this field and wanted to keep it in line with the other maintenance positions.

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

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

**A. Charter School Financial Statements (SMF #18)**

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.

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

At 2:25 p.m., Chairman Moss recessed the School Board Meeting until the School Board Workshop scheduled for 4:30 p.m.

**SCHOOL BOARD BUDGET CHANGES WORKSHOP  
4:30 P.M. - BOARD ROOM**

**SCHOOL BOARD MEETING – BOARD ROOM  
(Following School Board Workshop)**

**SECOND PUBLIC HEARING - 2019-2020 MILLAGE &  
FINAL BUDGET- 5:01 P.M. - BOARD ROOM**

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**SCHOOL BOARD BUDGET WORKSHOP**

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

Chairman Moss called the workshop to order at 4:30 p.m. Jim Loyed, Executive  
Director of Business Support Services, thanked his staff for all of their hard work and  
dedication during this process and then presented a Power Point Presentation and  
addressed questions on the following topics:

- **Budget Calendar**
- **General Operating Fund**
- **General Fund Appropriations by Object**
- **Special Revenue Fund**
- **Debt Service Fund**
- **Capital Projects Fund**
- **Enterprise Fund (Beacon)**
- **Internal Service Fund**
- **Budget Components by Fund**
- **District Summary Budget Comparison**
- **Percentage of Individual Funds to Total**
- **No Change in Millage Rate from Tentative Budget**
- **Millage Levy Comparison**
- **Proposed Millage Impact on Homeowners**
- **What is the Roll-Back Millage Rate?**
- **Fiscal Year 2019/20 Roll-Back Rate & Change From Prior Years**
- **Discussion:**

Chairman Moss asked what has been the biggest challenge this year. Loyed  
responded that the non-financial event, Hurricane Michael, and the \$124 million  
in combined insurance. The storm resulted in unknown student counts and  
staffing issues which have impacted the budget as well.

Chapman and Littleton spoke about their desire to pay the staff more due to the  
increase in the cost of living in our area. Loyed stated that the School Board  
would have to decide on areas to cut in order to increase salaries.

The Budget Workshop ended at 5:00 p.m.

At 5:00 p.m., Steve Moss, School Board Chairman called the School Board Meeting back to order.

**I. APPROVAL OF AGENDA**

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

**II. ACTION ITEM**

**A. BUSINESS SUPPORT SERVICES**

1. Approval of 2018-2019 Final Budget Amendments and Financial Statements (SMF #1)

Motion by Register, seconded by Neves, to accept the 2018-2019 Final Budget Amendments and Financial Statements. Motion unanimously approved.

**III. SECOND PUBLIC HEARING TO APPROVE 2019-2020 MILLAGE & FINAL BUDGET- 5:01 P.M. - BOARD ROOM**

The public hearing began at 5:01 p.m. with Chairman Moss explaining that the Board was in session for the purpose of hearing the public concerning the Final Millage Levy and Final Budget and for the Board to adopt a Final Millage Levy and a Final Budget.

Attorney Harrison informed everyone that Section 1011.03(5), Florida Statutes, required that the School Board hold a public hearing to adopt the Final Budget pursuant to Section 200.065, Florida Statutes. The hearing shall be primarily for the purpose of hearing requests and comments from the public regarding the budget and proposed tax levies and to explain the budget. The adoption of the budget and the millage levy resolution shall be by separate votes.

Prior to the conclusion of the hearing, the School Board shall amend the Final Budget as it sees fit, adopt the amended Final Budget, re-compute its proposed millage rate, and publicly announce the percent, if any, by which the re-computed proposed millage rate exceeds the roll-back rate.

The general public shall be allowed to speak and to ask questions prior to adoption of any measure by the Board. The Board shall adopt its Final Millage Rate prior to adopting its Final Budget.

The first issue to be discussed shall be the percentage increase in millage over the roll-back rate necessary to fund the budget, if any. Attorney Harrison advised the public that the proposed millage necessary to fund this Final Budget was **less than** the roll-back rate by 6.31 percent. The School Board is required to levy **3.8620** mills as Required Local Effort to participate in the Florida Education Finance Program and receive **\$85,870,533** in State Education funds. The Required Local Effort is **.2220** mills less than the mills levied in the previous fiscal year. Additionally, the Superintendent has proposed a total Discretionary Millage of **.748** mills to support the General Fund Budget and a levy of **1.3376** mills for Capital Outlay Projects. The funds derived from Capital Improvement Tax are to



be used exclusively for construction and remodeling; maintenance, renovation and repair; motor vehicle purchases; new and replacement equipment, computer and device hardware and operating system software necessary for gaining access to or enhancing the use of electronic and digital instructional content and resources, and enterprise resource software; payments for educational facilities and sites due under a lease-purchase agreement; payment of loans approved pursuant to SS. 1011.14 and 1011.15 F.S., payment of costs of compliance with environmental statutes and regulations; payment of premiums for property and casualty insurance necessary to insure the educational and ancillary plants of the district.

The total proposed millage levy is **5.9476** mills which is **.1744** mills less than the **2019** levy of **6.1220**. The Required Local Effort which is required by the State has **decreased** by **5.44%** and represents approximately **seven tenths** of the total proposed taxes.

The second issue to be discussed is the Final Budget. The general public shall be allowed to speak and ask questions prior to adoption of any measures by the School Board.

Chairman Moss introduced Jim Loyed, Executive Director of Business Support Services, who gave a power point presentation on the 2019-2020 Final Budget Revisions. The Board Members were given the opportunity to ask questions and Chair Littleton asked if there was anyone from the public that wanted to address the Board on the millage rate and/or the Final Budget.

There were no members of the general public that requested to speak.

**A. Adoption of Millage Rate (SMF #2)**

Motion by Neves, seconded by Register, that the School Board adopt a millage rate of **5.9476** mills to support the 2019-2020 District Summary Budget which includes **3.8620** mills Required Local Effort; a Basic Discretionary Millage of **.748** mills to support the General Fund; and **1.3376** mills as a Capital Improvement Tax to be used for construction and remodeling; maintenance, renovation and repairs; motor vehicle purchases; new and replacement equipment, computer and device hardware and operating system software necessary for gaining access to or enhancing the use of electronic and digital instructional content and resources, and enterprise resource software; payments for educational facilities and sites due under a lease-purchase agreement; payment of loans approved pursuant to SS. 1011.14 and 1011.15 F.S., payment of costs of compliance with environmental statutes and regulations; payment of premiums for property and casualty insurance necessary to insure the educational and ancillary plants of the district.

Motion by Neves, seconded by Register, to adopt the 2019-2020 Millage Rate. Motion unanimously approved.

**B. Final District Summary Budget for 2019-2020 (SMF #3)**

Motion by Neves, seconded by Register, to adopt the Final District Summary Budget for the 2019-2020 Fiscal Year in the amount of \$449,790,734. Motion unanimously approved.

**C. Approval of Resolution #20-03 - Resolution Determining Revenues and Millage Levied (SMF #4)**

The resolution was read by Attorney Harrison.

Motion by Register, seconded by Chapman, to approve Resolution #20-03. Motion unanimously approved.

**D. Approval of Resolution #20-04 - Resolution of the Bay County School Board Adopting the Final Budget for Fiscal Year 2019-2020 (SMF #5)**

The resolution was read by Attorney Harrison.

Motion by Neves, seconded by Chapman, to adopt Resolution #20-04. Motion unanimously approved.

The public hearing concluded at 5:23 p.m. at which time Chairman Moss adjourned the meeting.



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Steve Moss  
Chairman



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Bill Husfelt  
Superintendent