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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
July 16, 2019

EXPULSION HEARING – 10:30 A.M.

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

PUBLIC HEARING – 1:45 P.M.

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

REVISION #1

EXPULSION HEARING

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

Attorney Franklin Harrison called the Expulsion Hearing to order at 10:35 A.M.

- 1) Bay High School student – D.B. Case #1819016

Attorney Harrison stated that the student's parents had been notified to appear at 10:00 a.m. and that it was now 10:35 a.m. and no one had appeared so the School Board would proceed with the hearing.

The student was charged with Committing a Delinquent Act which, if committed by an adult, would be a felony. Attorney Harrison requested that School Board Exhibits #1 through #9 be admitted into evidence. Sworn testimony was given by Sarah Whaler, Coordinator of Student Placement.

Motion by Littleton, seconded by Register, to accept the Superintendent's recommendation (that the student be expelled for the remainder of the 2018-19 school year, including summer school, and all of the 2019-20 school year, including summer school, and not be offered alternative placement during the expulsion period). Motion was unanimously approved.

The Expulsion Hearings ended at 10:46 A.M

SCHOOL BOARD MEETING

The meeting was called to order at 1:00 p.m. by School Board Chairman Steve Moss. Terri Legg, First United Methodist Church, led the Invocation. The Pledge of Allegiance was led by Lee Walters, Director of Facilities. School Board Vice Chair Pamm Chapman was absent but requested to participate via speakerphone.

Motion by Littleton, seconded by Neves, to approve Chapman participating via speakerphone. Motion unanimously approved.

**I. APPROVAL OF AGENDA**

Superintendent Husfelt requested the following revisions to the agenda:

Add **Facilities – Correction to the Group 2 Emergency Hurricane Roof Repair** (approved at the June 25<sup>th</sup> School Board Meeting) as an Emergency Item due to an error in the cost. Added to **IX.A.5** on the agenda.

Motion by Register, seconded by Neves to approve the Emergency Item.  
Motion unanimously approved.

<b>Delete</b>	<b>VIII.C.1.d</b>	Unmanned Safety Institute, Inc.
<b>Add</b>	<b>VIII.D.1.a</b>	C.C. Washington Academy
	<b>VIII.D.1.b</b>	Tom P. Haney Technical Center
<b>Delete</b>	<b>VIII.D.4.</b>	Interim/ Final Payment
	<b>VIII.F.1.</b>	Acceptance of Division of Emergency Management Grants for Bozeman School and Deer Point Elementary School
<b>Add</b>	<b>IX.A.4.c</b>	5.103 – General Requirements for Employment
	<b>IX.B.1.a-e</b>	Carpenter Helper, Electrical Helper, HVAC Helper, Locksmith Helper, Mechanics Helper, Plumber Helper, School Bus Paraprofessional
	<b>IX.C.2</b>	Acceptance of Division of Emergency Management Grants for Bozeman School and Deer Point Elementary School

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

**II. APPROVAL OF MINUTES – June 11, 2019 School Board Meeting, June 25, 2019 School Board Meeting (SMF #1)**

The minutes were unanimously approved.

**III. RECOGNITIONS/RESOLUTIONS/PRESENTATIONS**

**A. Bay District Schools Summer Graduates**

Jennifer Jennings announced the following summer graduates and their school principals awarded them with their graduation certificate:

**Arnold High School**: Beau Berkhout, Austin Facey, Joseph Fugich, Jacob Panaccione, and Christian Schouten.

**Mosley High School**: Shane Wellman

**Rutherford High School**: Mikaily Droeder, Alexander Eades, Jacob Mercer, Izabella Rogers, and Spencer Ross.

**Graduation Pathways**: Yalonda Collier and Shakeria Rolax

At 1:24 p.m., Chairman Moss called for a short break and returned to the agenda at 1:30 p.m.



**B. Bay District Schools Retirees**

The following Bay District Schools retirees were recognized for their service:

Thomas Bradshaw, Antonette & Jimmy Owen, Geri Steorts, and Virginia Williams.

At 1:38 p.m., Chairman Moss called for a short break and returned to the agenda at 1:40 p.m.

**IV. ORGANIZATION REPORTS**

**A. Association of Bay County Educators**

No report given.

**B. Bay Educational Support Personnel Association**

No report given.

**C. Bay Education Foundation**

No report given.

**V. HEARING FROM THE PUBLIC**

No members of the public spoke at this meeting.

**VI. LEARNING COMMUNITY NEWS**

**A. Board Members & Superintendent**

Littleton shared that FSUPC will be hosting Okaloosa County for drone training for middle and high school students. The Superintendent shared information about Mercy Chefs and the Bay Education Foundation received a \$10,000 donation for the clothing drive. Register asked about the guidelines of Consent vs. Action items. Harrison said non-controversial items typically are placed on the Consent Items and any item can be moved to Action for discussion. Moss spoke about the PAEC Meetings in Destin.

**B. District Staff**

Sharon Michalik shared the information about the Back to School Bash on August 1<sup>st</sup>. All community partners will be in attendance as well as Bay District schools and departments to give information to parents and clothing to students. Supplies are being sent to the schools to lessen the school supply lists. Shelter training is going well with almost 300 staff members trained. A new Sunday column in the News Herald called "What's Cool About My School" and will be written by Principals.

At 1:45 p.m., Chairman Moss directed the School Board to the Public Hearing portion agenda and returned to Administrative Recommendations at 1:55 p.m.

## VII. ADMINISTRATIVE RECOMMENDATIONS (SMF #2)

### A. Coordinator of Mental Health Initiative

The Superintendent recommends Cheri Wroblewski for this position.

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

### B. Title IX Coordinator

The Superintendent recommends Holly Buchanan for this position.

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

## VIII. CONSENT AGENDA

### A. Superintendent

1. Approval of Bay Education Foundation Board Member (SMF #3)

This Consent Item was tabled.

### B. Deputy Superintendent

1. Request Approval of Additional Unit Allocations (SMF #4)

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

1. Contracts/ MOUs/ Agreements 2019-2020
  - a. Articulation Agreement – Gulf Coast State College (SMF #5)
  - b. PanCare of Florida – Master Contract for School Related Services 2019-2020 (SMF #6) **Pulled by Register to Action**
  - c. FDOHBay MOU for School Health Services 2019-2020 (SMF #7) **Pulled by Moss to Action**
  - d. ~~Unmanned Safety Institute, Inc.~~
2. Grants for 2019-2020
  - a. Turnaround School Supplemental Services Allocation (TSSSA) 2019-2020 (SMF #8)
3. Mental Health Plan (SB 7030) 2019-2020 (SMF #9)

### D. Business Support Services

1. Internal Audit Reports

- a. **C.C. Washington Academy** (SMF #10)
- b. **Tom P. Haney Technical Center** (SMF #11)

- 2. Inventory Report (SMF #12)
- 3. Purchasing and Contracting (SMF #13)
- 4. Interim/Final Payment

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

- 1. Request to Approve Personnel Recommendations/ Out of Field Teachers (SMF #14)
- 2. Request Approval of the 19-20 District Approved List (SMF #15)
- 3. Request Approval of the 19-20 Organizational Chart (SMF #16)
- 4. Request Revision to the 19-20 Salary Schedule (SMF #17)

**F. Operational Support Services**

- 1. ~~Acceptance of Division of Emergency Management Grants for Bozeman School and Deer Point Elementary School~~
- 2. 1. Capital Projects Update (SMF #18)

Motion by Neves, seconded by Register, to approve all remaining Consent Items. Motion unanimously approved.

**IX. ACTION ITEMS**

**C. Assistant Superintendent for Teaching and Learning Services**

- 1. Contracts/ MOUs/ Agreements 2019-2020
  - b. PanCare of Florida – Master Contract for School Related Services 2019-2020 (SMF #6) **Pulled by Register to Action**

Register questioned how the providers can seek payment from “3<sup>rd</sup> party payers”. Harrison stated they must have signed permission from the parent/ guardian.

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

- c. FDOHBay MOU for School Health Services 2019-2020 (SMF #7) **Pulled by Moss to Action**

Harrison stated all health care contracts are in one document and the Health Department has been great to work with on this Memorandum of Understanding.

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

**A. School Board Members and Attorney**

- 1. Reappointment of Andre Goss to Serve on the Patterson Oversight Committee (Littleton) (SMF #19)



2. Reappointment of John Cheshire to Serve on the Citizens Oversight Committee (Littleton) (SMF #20)

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

3. License Agreement for Use of Facilities at Tyndall Elementary School (SMF #21)

The Superintendent explained that Tyndall AFB lost many of their facilities and came to the district to request using part of Tyndall Elementary as their Child Development Center for the Tyndall staff for before and after school childcare. The Bay Base students will be bused to Parker Elementary. Harrison stated that in the Board Book states non-military students can participate in the program and will honor the Bay Base rates (\$45 a week) which is no longer true. The military called to say that they can only accept military children and must adhere to their rates (beginning at \$105 a week) in 4.7 and would need to be stricken if the Board disagrees. The Superintendent wants to help the base and those 150+ children.

Motion by Neves to strike 4.7 and approve contract, seconded by Littleton, to approve. Motion unanimously approved.

4. Request to Advertise School Board Policy

- a. 2.114 – Prohibited Actions on School Property (SMF #22)

Harrison explained that this policy follows the law on what weapons are allowed on school property and how they must be carried. Neves questioned if a gun is in a locked case, can it be loaded. Harrison stated that language can be added if needed. Superintendent stated this policy follows state law. Harrison said it covers any loopholes in policy.

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

- b. 2.132 – Safety and Security – Safe-Schools Officers (SMF #23)

Harrison stated this is a new policy that states a Safe-Schools Officer will be assigned to every school in the district and will facilitate for charter schools.

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

- c. **5.103 – General Requirements for Employment** (SMF #24)

The Superintendent stated the district is having difficulty finding employees for certain positions and would like to use “prefer high school diploma” along with a certain skill set.

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

**5. Emergency Item – Correction to the Group 2 Emergency Hurricane Roof Repair**

The Superintendent stated this is a correction to the previous one approved. It adds \$101,000 more due to a clerical error but did not change the bid results during the bidding process for this project.

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

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

**1. Request to Advertise New/ Revised Job Descriptions (SMF #25)**

- a. Bus Paraprofessional**
- b. Carpenter Helper**
- c. Electrical Helper**
- d. HVAC Helper**
- e. Locksmith Helper**
- f. Mechanics Helper**
- g. Plumber Helper**

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

**B.C. Operational Support Services**

**1. Selection of Architect – Barbara W. Nelson Fine Arts Center at Bay High School (SMF #26)**

Lee Walters shared that Fla Architects won this bid and approval of the committee.

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

**2. Acceptance of Division of Emergency Management Grants for Bozeman School and Deer Point Elementary School (SMF #27)**

Lee Walters shared these are state awards. Randy Plank found these grants which will be using to harden the schools.

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

**X. PUBLIC HEARING – 1:45 p.m.**

**A. Bay District School Board Job Descriptions (SMF #28)**

1. ESOL Instructional Paraprofessional

Shirley Baker explained they are seeking a person with a special skill set for this position.

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

2. Licensed Mental Health Professional (LMHC or LMFT)  
3. Registered Mental Health Professional (MHC or MFT)

Kara Mulkusky explained that these positions are needed for the new mental health team.

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

4. Director of Recovery and FEMA Liaison

Shirley Baker explained this position will coordinate with FEMA to ensure the district will receive the maximum funding and the salary can be reimbursed by FEMA.

Motion by Register, seconded by Littleton, to approve. Motion unanimously approved. At 1:55 p.m., Chairman Moss returned to the Administrative Recommendations portion of the agenda.

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

**A. Charter School Financial Statements (SMF #29)**

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.

**XII. EXECUTIVE SESSION – COLLECTIVE BARGAINING - Cancelled  
(Immediately following School Board Meeting)**

At 3:05 p.m., with no further business scheduled to come before the Board, Chairman Moss adjourned the School Board Meeting.



Steve Moss  
Chairman



Bill Husfelt  
Superintendent