



WILLIAM V. HUSFELT III  
SUPERINTENDENT

1311 Balboa Avenue  
Panama City, Florida  
32401-2080

(850) 767-4100

Hearing Impaired Access

(800) 955-8770 Voice

(800) 955-8771 TDD

www.bay.k12.fl.us

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 ORGANIZATIONAL MEETING  
November 20, 2018

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

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

RECEPTION – STAFF DEVELOPMENT LAB

=====

REVISION #1

SCHOOL BOARD MEETING

Present: School Board Members; Pamm Chapman, Ginger Littleton, Steve Moss, Ryan Neves, and Jerry Register; Superintendent Bill Husfelt and Attorney Franklin Harrison.

The School Board Meeting was called to order at 1:00 p.m. by Superintendent Husfelt who would act as Chairman until the election of the new Chairman. The Invocation was given by Jerry Register. The Pledge of Allegiance was led by Ryan Neves.

INVESTITURE OF SCHOOL BOARD MEMBERS

- Ginger Littleton, School Board Member, District 2, was sworn in by The Honorable Elijah Smiley.
- Pamela Chapman, School Board Member, District 3, was sworn in by The Honorable Shonna Young Gay.
- Steve Moss, School Board Member, District 5, was sworn in by The Honorable Joe Grammer.

I. APPROVAL OF AGENDA

Superintendent Husfelt requested the following revisions to the Agenda:

**Add** XI-C.1. Selection of Construction Management Firm for Reconstruction Projects at Bay High School, Rutherford High School, and Merritt Brown Middle School.

**Add backup Emergency Items** to XI.B.1. FEMA Disaster Recovery Consultant RFP and to XI-C.1. Selection of Construction Management Firm for Reconstruction Projects at Bay High School, Rutherford High School, and Merritt Brown Middle School.

Motion by Neves, seconded by Chapman, to accept the Agenda with changes. Motion unanimously approved.

## II. ELECTION OF CHAIR

Superintendent Husfelt opened the floor for nominations for the School Board Chair.

Motion by Register to nominate Ginger Littleton. Mrs. Littleton graciously declined the nomination.

Motion by Neves, seconded by Chapman, to nominate Steve Moss. With there being no further nominations, the motion was unanimously approved.

At this point in the meeting Superintendent Husfelt passed the gavel to Mr. Moss, the newly elected Chairman.

## III. ELECTION OF VICE CHAIR

Chairman Moss opened the floor up for nominations for School Board Vice Chair.

Motion by Neves, seconded by Littleton, to nominate Pamm Chapman. With there being no further nominations, the motion was unanimously approved.

## IV. BOARD ESTABLISHES DATES AND TIMES FOR REGULAR BOARD MEETINGS

- A. Option #1 (SMF #1)
- B. Option #2 (SMF #2)
- C. Option #3 (SMF #3)

**Option #1** was modeled after the current meeting schedule of the second Tuesday of each month at **1:00 p.m.** for regular meetings and the fourth Tuesday of the month at **1:00 p.m.** on an "as needed" basis.

**Option #2** was designed to have with regular meetings to be held on the second Tuesday of each month at **1:00 p.m.** and that the second meeting of the month be held on the fourth Tuesday on an "as needed" basis, at **5:00 p.m.**

**Option #3** was designed to have with regular meetings to be held on the second Tuesday of each month at **9:00 a.m.** and that the second meeting of the month be held on the fourth Tuesday on an "as needed" basis, at **5:00 p.m.**

Discussion was held on all proposals with the desire to have one meeting that parents, teachers, and the community are able to attend but also have one meeting early enough to hold expulsion hearings.

Motion by Neves, seconded by Chapman, to adopt **Option #2**. Motion unanimously approved.

**V. APPROVAL OF ATTORNEY'S CONTRACT (SMF #4)**

Franklin Harrison stated the only change on the contract is the date. The hourly rate has not changed in many years.

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

**VI. ADOPTION OF BANK RESOLUTION FOR CHANGE OF SIGNATURES (SMF #5)**

Motion by Neves, seconded by Littleton, to adopt the bank resolution for change of signatures. Motion unanimously approved.

**VII. SCHOOL BOARD MEMBER AND ALTERNATE TO SERVE ON THE LEGISLATIVE COMMITTEE AS THE FSBA LEGISLATIVE LIAISON**

Motion by Littleton, seconded by Chapman, to appoint Ryan Neves as the School Board Member to serve as the Florida School Board Association legislative liaison. Motion unanimously approved.

Motion by Littleton, seconded by Register, to appoint Pamm Chapman as the Florida School Board Association alternate legislative liaison. Motion unanimously approved.

**VIII. HEARING FROM THE PUBLIC**

Tony Bostick read a statement by Paul Hunt to thank Mr. Joe Wayne Walker for his service on the School Board and congratulated him on his career.

**IX. ADMINISTRATIVE RECOMMENDATION**

**A. Assistant Superintendent of Teaching and Learning Services (SMF #6)**

The Superintendent recommends Denise Kelley for this position.

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

**X. CONSENT AGENDA**

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

**1. Request to Approve Personnel Recommendations/ Out of Field Teachers (SMF #7)**

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

**XI. ACTION ITEMS**

**A. School Board Members and Attorney**

1. Reappointment of Zachary Taylor to the Charter School Review Committee (Moss) (SMF #8)
2. Reappointment of Bob Miller to the Citizens Oversight Committee (Moss) (SMF #9)

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

**B. Superintendent**

1. FEMA Disaster Recovery Consultant RFP (SMF #10)

Motion by Littleton, seconded by Register, to add as an emergency item due to less than 48 hours to review the backup material. Motion unanimously approved.

The Superintendent explained the process for reviewing and ranking the proposals. Dan Fuller explained that the committee reviewed the proposals independently and after their rankings were tabulated, the recommendation is Hagerty Consulting. The next step is to negotiate a contract and bring it back before the School Board for approval.

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

2. Request to Cancel the Florida Department of Health Memorandum of Understanding (SMF #11)

The Superintendent explained that the District would like to cancel the current Memorandum of Understanding and rework a new Memorandum of Understanding with the Health Department. Register expressed his concern for the students and want to have both entities involved with student health. Heather Hudson explained that the terms needs to be more defined for both parties. Chapman mentioned that negotiations with the Health Department have been struggling for years.

Motion by Neves, seconded by Chapman, to cancel the Florida Department of Health Memorandum Of Understanding. Motion approved 4 – 1 with Register voting no.

**C. Operational Support Services**

**1. Selection of Construction Management Firm for Reconstruction Projects at Bay High School, Rutherford High School, and Merritt Brown Middle School (SMF #12)**

Motion by Neves, seconded by Littleton, to add this item to the agenda as an emergency item due to less than the required 48 hour deadline. Motion unanimously approved.

Lee Walters shared that the PSSC Committee met and chose the three construction companies for the reconstruction of the three schools.

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

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

At this time in the meeting it was 2:00 p.m. and Chairman Moss adjourned the meeting and invited everyone to attend a reception to welcome the newly elected Board Members.



\_\_\_\_\_  
Steve Moss  
Chairman



\_\_\_\_\_  
Bill Husfelt  
Superintendent