

**AGENDA  
BAY DISTRICT SCHOOL BOARD MEETING  
FEBRUARY 11, 2020**

**EXPULSION HEARING – 9:30 – BOARD ROOM**

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

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

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Revision 1

Call to Order – Steve Moss, Chairman  
Invocation - Dr. Jeremy K. Pridgeon, Senior Pastor - First United Methodist Church  
Pledge of Allegiance – Jerry Register – School Board Member

**I. APPROVAL OF AGENDA**

**II. APPROVAL OF MINUTES – January 28, 2020**

**III. RECOGNITIONS/RESOLUTIONS/PRESENTATIONS**

**A. High School Graduate (Arnold) – Dana Cole – Jennifer Jennings**

**~~B. 2020 Sunshine State Scholars Program Nominees – Alana Simmons~~**

**C. Superintendent's Student of the Month:**

- 1. MKL in Millville – High School Student – Braden Watkins**
- 2. MKL in Millville – Middle School Student – Aidyn Gresham**
- 3. MKL in Millville – Elementary School Student – Hope Carithers**
- 4. Jinks Middle School – Jariayah's Clark**
- 5. West Bay Elementary School - William Morales**

**D. Five Star School Award – Kara Mulkusky**

- 1. Surfside Middle School**

**E. Stuff the Bus – Skip Bondur**

- 1. Top Contributing School – West Bay Elementary School**
- 2. Faithful Giver Award – Mowat Middle School**

**IV. ORGANIZATION REPORTS**

- A. Association of Bay County Educators**
- B. Bay Educational Support Personnel Association**
- C. Bay Education Foundation**

**V. HEARING FROM THE PUBLIC**

**VI. LEARNING COMMUNITY NEWS**

- A. Board Members & Superintendent**
- B. District Staff**

**VII. CONSENT AGENDA**

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

- 1. Approval of Instructional Materials for CTE 2020 – Page 1
- ~~2. 2020-2021 Capacities of Schools for School Choice~~

**B. Business Support Services**

- 1. Approval of Amusement Vendor – Page 4
- 2. Interim/Final Payment – Page 9
- 3. Purchasing and Contracting – Page 11
- 4. Inventory Report - Page 25
- 5. Financial Information – Page 32
  - a. Half Cent Sales Collections – Page 38**
  - b. Project 1010 – Hurricane Michael – Page 39**

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

- 1. Request to Approve Personnel Recommendations/Out of Field Teachers – Page 72
- 2. Request Revision to the 19-20 District Approved List – Page 78

**D. Operational Support Services**

- 1. Prequalification of Contractors – Page 84
- 2. Capital Projects Update – Page 86
- 3. Fuller Center Disaster Rebuilders MOU – Page 89**

**VIII. ACTION ITEMS**

**A. School Board Members and Attorney**

1. Appointment to the Charter Review Committee – School Board Member Pamela Chapman’s nomination - **Terri Gainer** – Page 102
2. Approval to Advertise Policy Change – 3.131 – Tax Sheltered Accounts – Page 104

**B. Superintendent**

1. Appointment of a School Board Member and Alternate School Board Member to Serve on the Value Adjustment Board – Page 108
2. Appointment of the School Board’s Citizen Member to Serve on the Value Adjustment Board – **David Lovett** – Page 109

**C. Operational Support Services**

1. Springfield Elementary School Roof Repair Change Order – Page 111
2. Approval of Bay High School STEM Building First Phase Guaranteed Maximum Price (GMP) from GAC – Page 113
3. Construction Management Selection for Renovations of Cafeteria Serving Lines – Cedar Grove Elementary, Parker Elementary, Deer Point Elementary and Breakfast Point Academy – Page 117
4. Approval of Architectural Fees from Florida Architects for the Bay High School Fine Arts Center – Page 119

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

**A. Charter School Financial Statements**

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

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

**BAY DISTRICT SCHOOL BOARD MEETING  
JANUARY 28, 2020**

**MINUTES**

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

~~**PUBLIC HEARING – 1:45 P.M. – BOARD ROOM - Cancelled**~~

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

=====

Revision 1

Call to Order – Steve Moss, Chairman  
Invocation – Superintendent Husfelt  
Pledge of Allegiance – Pamm Chapman, Vice Chair

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

The meeting was called to order at 1:00 by School Board Chairman Steve Moss. Superintendent Husfelt gave the invocation and School Board Vice Chair Pamm Chapman led the Pledge of Allegiance.

**1. APPROVAL OF AGENDA**

Superintendent Husfelt requested the following revisions to the agenda:

<b>Delete V.A.1.</b>	<b>Business Support Services – Interim/Final Payment</b>
<b>Delete V.A.2.</b>	<b>Business Support Services – Purchasing and Contracting</b>
<b>Delete V.A.3.</b>	<b>Business Support Services – Financial Information</b>
<b>Delete VI.A.2.</b>	<b>Superintendent - Open Enrollment for School Choice Plan</b>

Motion by Register, seconded by Chapman, to approve the revised agenda.  
Motion passed unanimously.

**II. APPROVAL OF MINUTES – January 14, 2020**

The minutes were unanimously approved.

**III. HEARING FROM THE PUBLIC**

No one from the public asked to speak.

#### IV LEARNING COMMUNITY NEWS

##### A. Board Members & Superintendent:

Board member Register asked if a workshop could be held for the Board to learn more about the new learning standards issued by Governor DeSantis. Superintendent Husfelt agreed and added that the roll out of this will be paced and that will give educators time to learn them and that the changes will only effect Math and Language Arts

Vicechair Chapman shared that she will be reading at Lynn Haven Elementary's Celebrity Reading event on Thursday, January 30.

Superintendent Husfelt said that he had attended the Martin Luther King breakfast on January 18 and recognized the essay contest winners and that he appreciated the invitation from Reverend Wood.

Chairman Moss shared that he had attended the MLK festival at Sharon Sheffield park in Lynn Have and enjoyed the event and the new venue.

Superintendent Husfelt shared that he visited Bay High today and met with students

Superintendent Husfelt visited with students at Bay High earlier in the day and answered questions about the new STEM building and status of repairs on campus.

B. **District Staff:** No one from District Staff spoke.

#### V. CONSENT AGENDA

##### ~~A. Business Support Services~~

- ~~1. Interim/Final Payment~~
- ~~2. Purchasing and Contracting~~
- ~~3. Financial Information~~

##### A. ~~B.~~ Human Resources & Employee Support Services

1. Approval of MOU – BDS & ABCE – Reimbursement of Moving Expenses – Page 11
2. Approval of MOU – BDS & ABCE – Extend Pilot Program – Page 13
3. Request to Approve Personnel Recommendations/Out of Field Teachers - Page 15

##### B. ~~C.~~ Operational Support Services

1. Prequalification of Contractors – Page 19

Motion by Register, seconded by Chapman to approve the consent agenda. Motion passed unanimously.

## **VI. ACTION ITEMS**

### **A. Superintendent**

1. Substitute Incentive Plan – Page 21

Motion by Register, seconded by Chapman to approve. Motion passed unanimously.

- ~~2. Open Enrollment dates for School Choice Plan – Page 23~~

3. Approval to Advertise Policy Change – 7.209 - Extend Temporary Dress Code for 2020-2021 School Year – Page 29

Motion by Chapman, seconded by Register to approve. Motion passed unanimously.

4. Appointment to the Citizens Oversight Committee – Superintendent Husfelt recommendation – Paul Hunt - Page 32

Motion by Register, seconded by Chapman. Motion passed unanimously.

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

1. **Approval to Advertise Job Descriptions – Page 33**

- a. Career and Technical Education Coordinator

Motion by Register, seconded by Chapman to approve. Motion passed unanimously.

- b. Employment Specialist – ESE

Motion by Chapman, seconded by Register to approve. Motion passed unanimously.

## **VIII. EXECUTIVE SESSION – COLLECTIVE BARGAINING**

(Immediately following School Board Meeting)



Recommended Instructional Materials for CTE 2020

Course	Course ID	Vendor	Product Title
6-8 Computer Science	200000	1 Sterling Children's Books	1. How To Code
Advanced Manufacturing 1 & 2	9200210	1 Pearson	1. Engineering Design and Graphics with Solidworks 2019
Advanced Placement Computer Science A	200320	1 CompuScholar, Inc.	1. Java Programming (AP)
Animal Biotechnology	8106120	Cengage	Modern Livestock and Poultry Production
Biotechnology 2	8106850	Cengage	Introduction to Biotechnology an Agricultural Revolution
Agriscience Foundations 1	8106810	1 CEV Multimedia 2 Cengage	1. iCEV Agricultural Sciences Site 2. Agriscience Fundamentals and Applications
Building Trades and Construction Design Technology 1 / 2 / 3 / 4	8722010-40	1 Pearson 2 CEV Multimedia  3 Goodheart-Willcox Publisher 4 Cengage/HBI 5 Cengage 6 Pearson  7 Cengage	1. Construction Technology 4e 2. iCEV Architecture, Construction, Transportation & Manufacturing Site 3. Modern Carpentry - Online Student Center 4. Facilities Maintenance 5. Electrical Principles 6. Core Curriculum: Introductory Craft Skills 5e 7. Basic Principles for Construction
Building Trades and Construction Design Technology 1 / 2 / 3 / 9	8722010	1 Cengage	1. HVAC
Building Trades and Construction Design Technology 1 / 2 / 3 / 4	8722020	1 Cengage  2 Cengage  3 Cengage	1. Electrical Wiring Residential:Based on the 2017 National Electrical Code 2. House Wiring & Wkbk lab manual 3. Refrigeration and Air Conditioning Technology
Building Trades and Construction Design Technology 1 / 2 / 3 / 7	8722030	1 Cengage	1. Carpentry
Building Trades and Construction Design Technology 1 / 2 / 3 / 8	8722040	1 Cengage	1. Plumbing
Building Trades and Construction Design Technology 1 / 2 / 3 / 4	9200220	1 Cengage	1. Precision Machining Technology
Building Trades and Construction Design Technology 1 / 2 / 3 / 4	9200230	1 Cengage  2 Cengage	1. Construction materials, methods, and Techniques:Building for a sustainable future 2. Engineering Drawing & Design
Business Management & Law	8812120	1 Labyrinth Learning	1. Quickbooks Desktop 2019 Comprehensive



Culinary Arts I / 1 / 2 / 3 / 4	8800500-30 /	1 Pearson 2 Pearson 3 NRA	1. On Cooking: A Textbook of Culinary Fundamentals 6th Edition 2. On Baking: A Textbook of Baking and Pastry Fundamentals 4th Edition 3. Foundations of Restaurant Management & Culinary Arts 1/2 and Servsafe Manager
Digital Information Technology/Level 2	8207310	1 Pearson 2 Goodheart-Wilcox 3 Cengage	1. Introduction to Computers and Information Technology 3rd Edition 2. Television Production & Broadcast Journalism 3. Technology for Success Microsoft Office 365 & Office 2019
EARLY CHILD 1 NEW 2 / 3 / 4	8405110-40	1 eDynamic Learning	1. Early Childhood Education
Exploring Information Technology Careers	9009350	1 Pearson 2 CEV Multimedia	1. Introduction to Computers and Information Technology 3rd Edition 2. iCEV Business, Marketing, Finance, IT & Media Site
Health Science Anatomy and Physiology / Foundations	8417100-10	1 Pearson 2 CEV Multimedia	1. Anatomy, Physiology, & Disease: An Interactive Journey for Health Professionals 2. iCEV Health Science Site
Information and Communications Technology (ICT) - Essentials / 1 / 2	9009100-20	1 Pearson	1. Introduction to Computers and Information Technology 3rd Edition
Information and Communications Technology (ICT) - Essentials / 1 / 2	8207310	1 Goodheart-Willcox Publisher 2 Against the Clock	1. Principles of Digital Information Technology - Online Learning Suite 2. Against the Clock
Intro. to Hospitality & Tourism	8812120	1 AHLEI	1. Hospitality and Tourism Management Program Year 1
Intro. to Hospitality & Tourism	8850110	1 NRA 2 eDynamic Learning 3 Pearson 4 Wiley	1. SERVSAFE MANAGER BOOK 7TH ED, ENGLISH, WITH ONLINE EXAM VOUC 2. Hospitality and Tourism: Traveling the Globe 3. Introduction to Hospitality 8th Edition 4. Introduction to Management in the Hospitality Industry
Nutrition and Wellness/Level 2	8500355	1 Pearson 2 CEV Multimedia	1. Food & Nutrition For You 2nd 2. iCEV Family and Consumer Sciences Site
Parenting Skills	8500300	1 eDynamic Learning 2 CEV Multimedia	1. Parenting Skills 2. iCEV Family and Consumer Sciences Site
SPORT REC ENTERTAINMENT ESSEN 1 / 2 / 3 / 4	8827410 - 40	1 CEV Multimedia	1. iCEV Business, Marketing, Finance, IT & Media Site
Technology for Hospitality & Tourism	8703110	1 AHLEI	1. Hospitality and Tourism Management Program Year 2
UAS Systems: Unmanned Aircraft Systems	9505100	1 USI (Unmanned Safety Institute)	1. Unmanned Aircraft Systems and Safety



WILLIAM V. HUSFELT III  
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Panama City, Florida  
32401

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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

February 11, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent  
FROM: Jim Loyed, Executive Director of Business Support Services

AGENDA ITEM: Request Approval for an Amusement Vendor

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund Function Object Cost Center Project Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:  X  Disapproval: \_\_\_\_\_ Discussion: \_\_\_\_\_


Signature on file  
Superintendent

Board Action



# MEMORANDUM

William V. Husfelt, III • Superintendent

To: Jim Loyed, Executive Director of Business Support Services  
From: Tracy Smith, Risk Manager   
Date: February 5, 2020  
Subject: Amusement Vendor: Zoo Crew

It would be appreciated if the attached request from Zoo Crew is placed on the agenda for the School Board meeting scheduled for Tuesday, February 11, 2020.

Attached you will find the Certificate of Insurance, Certificate of Registration, and a request letter from Ms. Hannah Harper.

It is my understanding that Mrs. Harper has already submitted to a background check and fingerprints.

Hannah Harper  
Harper & Harper Enterprises, LLC  
DBA Zoo Crew  
hannah@zoocrewclub.com  
www.zoocrewclub.com  
(806) 448-9998

## Chief Financial Officer

Dear Recipient,

Thank you for your consideration in adding Harper & Harper Enterprises, LLC (DBA Zoo Crew) to the approved vendor list in Bay County, Florida. Zoo Crew is a similar concept to the "Build-A-Bear" store that you see in larger city malls, however, we are mobile. We bring a fun and educational experience right to the school where students get to participate in selecting their animal, shop for their outfit, and even help stuff their own collectable animal. The best part of the Zoo Crew experience is that the cost of the animals is at least half of what you would pay at a store in the mall, and the school earns a profit for each item sold. One of Zoo Crew's biggest priorities is making this event as easy on the school faculty as possible. We do not require any volunteers or space for the event. We also take care of the sales tax! Hosting a Zoo Crew event on campus is a one-day event that is fast, easy, and FUN! We would love to invite you to visit our website at [www.zoocrewclub.com](http://www.zoocrewclub.com) to watch some principal testimonials.

Thank you for your consideration in this matter.

Hannah Harper  
Harper & Harper Enterprises, LLC  
DBA – ZOO CREW  
(806) 448-9998





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/27/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	<b>CONTACT NAME:</b> PHONE (A/C, No. Ext): (888) 202-3007 FAX (A/C, No.): E-MAIL ADDRESS: contact@hiscox.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
<b>INSURED</b> Harper & Harper Enterprises, LLC 200 Dempsey Ct Unit 1 Dothan, AL 36303	<b>INSURER A:</b> Hiscox Insurance Company Inc NAIC # 10200
	<b>INSURER B:</b>
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENT. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	UDC-4388195-CGL-20	01/27/2020	01/27/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
The sale of stuffed animals.

<b>CERTIFICATE HOLDER</b> The School Board of Bay County, Florida 1311 Balboa Avenue Panama City FL 32401	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	--



**FLORIDA DEPARTMENT OF STATE  
Division of Corporations**

January 2, 2020

**HANNAH HARPER  
200 DEMPSEY CT UNIT 1  
DOTHAN, AL 36303**

Qualification documents for HARPER & HARPER ENTERPRISES, LLC were filed on November 27, 2019, and assigned document number M20000000039. Please refer to this number whenever corresponding with this office.

Your limited liability company is authorized to transact business in Florida as of the file date.

To maintain "active" status with the Division of Corporations, an annual report must be filed yearly between January 1st and May 1st beginning in the year following the file date or effective date indicated above. If the annual report is not filed by May 1st, a \$400 late fee will be added.

A Federal Employer Identification Number (FEI/EIN) will be required when this report is filed. Apply today with the IRS online at:

<https://sa.www4.irs.gov/modiein/individual/index.jsp>.

Please notify this office if the limited liability company address changes.

Should you have any questions regarding this matter, please contact this office at the address given below.

Tracy L Lemieux  
Regulatory Specialist II  
Amendment Section  
Division of Corporations

Letter Number: 820A00000046

[www.sunbiz.org](http://www.sunbiz.org)



WILLIAM V. HUSFELT III  
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Board Members:

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District 1

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Pamm Chapman  
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Ryan Neves  
District 4

Steve Moss  
District 5

February 11, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent  
FROM: Jim Loyed, Executive Director of Business Support Services

AGENDA ITEM: Interim/Final Payment

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval:               Discussion:           

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action



# M E M O R A N D U M

## Business & Finance Services

William V. Husfelt, III, Superintendent - Jim Loyed, Executive Director Business Support Services

TO: William V. Husfelt, III  
Bay District School Board

FROM: Jim Loyed, Executive Director Business Support Services ✓

DATE: February 11, 2020

RE: Interim/Final Payment to Remediation Contractors

Board Members,

We are seeking Board approval to make an interim payment to Southern Cat. They are one of the companies that worked with our facilities department to get our schools back online and ready for students.

I have also included a brief summary of available funds and how we have allocated those funds at this point.

### Major Remediation Vendors

	Total	Previous Interim Payment	Recommended Interim Payment	Total Interim Payment	Negotiated Discount	Recommended Final Payment	%
BMS CAT	12,101,870.46	7,627,650.73	-	7,627,650.73	(1,200,000.00)	3,274,219.73	90.08%
Cotton	9,694,126.64	6,289,979.23	-	6,289,979.23			64.88%
Northstar	16,740,849.55	12,923,539.21		12,923,539.21			77.20%
Servpro	6,586,836.01	4,284,508.66	-	4,284,508.66			65.05%
Southern Cat	7,734,711.08	3,000,000.00	1,269,206.57	4,269,206.57			55.20%
GAC	3,275,417.06	3,275,417.06		3,275,417.06			100.00%
<b>Total</b>	<b>56,133,810.80</b>	<b>37,401,094.89</b>	<b>1,269,206.57</b>	<b>38,670,301.46</b>	<b>(1,200,000.00)</b>	<b>3,274,219.73</b>	<b>68.89%</b>







# MEMORANDUM

## Business & Finance Services

William V. Husfelt III, Superintendent - James Loyed, Chief Financial Officer

**TO:** Superintendent William Husfelt; Jim Loyed, Chief Financial Officer; and School Board Members

**FROM:** Dan Fuller, General Manager of Purchasing, Contracting & Materials Management

**DATE:** February 11, 2020

**RE:** Purchasing and Contracting Recommendations

- RFP #20-04 Disaster Mitigation and Remediation Services:** This RFP was issued to seek qualified applicants to provide the District with rapid response to water/flooding recovery as needed. Seven (7) companies responded to the RFP meeting the requirements outlined. The RFP assessment committee met and recommend awarding continuing contracts to all seven (7) respondents allowing Risk Management, Maintenance, and Facilities department flexibility to respond to urgent and/or emergency needs across the District. This RFP was requested by the Facilities Director and Risk Management and they agree with the committee recommendation. This request is to authorize negotiating continuing contracts and pricing per quantity for standardization.

<b>Respondent</b>	<b>Principal/Owner/Position</b>
BGN Contractors, Panama City	Gage Golden
DKI Complete (Pro Construction LLC), Pensacola	Shaun Carpentier
Regency DRT Corporation/Property, Panama City	Mark Broersma
HyrdaDry Inc., Orlando	Lauren Humphrey, AA
NorthStar Recovery Services Inc, Austin TX	John Kunert, Director
Royal Plus Inc., Snow Hill MD	Tony McEvoy COO
Signal Restoration LLC, Troy MI	Robert Martens, Legal Dir

- BID REQUEST #20-05 – BAND INSTRUMENTS & EQUIPMENT.** This request is to authorize the issuance of purchase orders to seven vendors listed herein for the provisions of various types of band instruments and equipment utilized in ten band programs within Bay District Schools. The District allocated additional 2131 funds to these band programs for the purchase of new instruments and equipment repairs as identified and requested by the school band directors, with the last bid of this type issued and awarded in 2018. This information was gathered and combined by the Purchasing Department, issuing a single Invitation to bid to twenty vendors via (ITB) #20-05 on December 18, 2019, in turn

receiving seven acceptable and responsive bids to this request. By combining all of these requests into a single bid, generates additional saving to be further utilized within this school year. In review of our responsive bids, only one company requested a 3% local preference and one company requested a 5% local preference having no effect on this recommendation of award. The total amount awarded is \$215,903.33. Funding is provided via Fund 110.5100.641/642.2131 reflecting the following award totals:

<b>Vendor Name</b>	<b>Total Awarded</b>
Taylor Music	\$60,652.98
Art's Music Shop	\$55,985.97
Music & Arts	\$47,146.00
Playground Music	\$21,070.88
Universal Melody	\$20,574.00
Wenger Corporation	\$7,316.00
Leitz Music	\$3,157.50
<b>Total</b>	<b>\$215,903.33</b>

2. **Employee Assistance Program (EAP) Services Contract (Initial):** Request approval to contract with Employee Services, Inc. dba ESI Employee Assistance Group for total \$67,383.75. This contract is for 17 months through SY 2020/21 to provide 24/7 Unlimited Telephone Counseling service to District employees, families and dependents up to age 26. This service is in addition to all current services for mental health and includes services for legal, financial, caregiver, adoption, special needs, etcetera. Similar to TelaDoc but with mental health counseling included. Initial payment of \$19,818.75 will provide services for the rest of this fiscal year. Total for next fiscal year will be \$47,565. This request was originated by Denise Kelly, Assistant Superintendent for Teaching and Learning Services and is recommended by the Insurance Committee. Funding to be determined.



TotalCare EAP  
Public Safety EAP  
Educators' EAP  
Higher Ed EAP  
HealthCare EAP  
Union AP

## Employee Assistance Program (EAP) | AGREEMENT

This Employee Assistance Program (EAP) Agreement (“Agreement”) is between **School Board of Bay County Florida (a.k.a Bay District Schools, The District, BDS)** (“Client”) and **EMPLOYEE SERVICES, INC. dba ESI EMPLOYEE ASSISTANCE GROUP**, a New York corporation, 55 Chamberlain Street, Wellsville, New York 14895 (“ESI”) for ESI to provide the benefits described herein for employees of Client effective **2/1/20-6/30/21. (17-month contract)**

### I. Productivity Solutions

*With employees losing an average of over 3 weeks of productivity each year, addressing productivity losses is critical. Our entire focus is on providing the most comprehensive benefits to make the largest possible impact on improving employee lives and reducing lost productivity cost. We offer more than twice the benefits of other EAPs. Employees of Client and their household members including children up to age 26 who do not reside with employee are referred to herein as Members.*

- **Unlimited Telephonic Counseling:** Members speak directly with our professional staff counselors 24 hours a day via a toll-free number. Every counselor has a Master’s or Ph.D. degree. Staff counselors provide direct in-the-moment counseling when a Member calls and act as case managers when referrals are made to local counselors or other work-life or wellness resources, overseeing each case to its ultimate closure – regardless of the amount of time involved in assisting the Member.
- **Face-to-face Counseling Sessions per Issue:** Up to 3  
Members are eligible for telephonic counseling and short-term, in-person counseling.
- **Work/life Benefits:** Benefits offered to assist Members with a wide variety of issues including Legal, Financial, Caregiver, Adoption, Special Needs, Personal Assistant, Tools for Tough Times and Pet Help.
- **Lifestyle Benefits:** Menu of value-added wellness services designed to enhance a Member’s quality of life – discounts vary by season and location.
- **Wellness Resource Center:** Includes the latest, most reliable articles, videos and self-assessments for dealing with stress, diet, fitness and smoking.

### II. Engagement Solutions - Peak Performance Benefits

*ESI is the only EAP to offer Peak Performance Benefits - an entire menu of coaching programs, self-help resources and training to stimulate employee engagement. These benefits are designed to improve the performance of not just some but all of your employees. ESI also provides Hiring, Onboarding and Employee Engagement Resource Centers for HR, managers and supervisors. The result: Employees report improved personal and professional performance at work and at home; and overall employee engagement is improved.*



TotalCare EAP  
Public Safety EAP  
Educators' EAP  
Higher Ed EAP  
HealthCare EAP  
Union AP

- **Personal and Professional Coaching:** One-on-one telephonic coaching from Certified Coaches combined with structured, online trainings. Coaching is delivered by Masters or Ph.D. level Coaches in scheduled telephonic coaching sessions to review key concepts of the trainings and implementation of skills. Coaches use a solution-focused approach to improve current and future performance. **Information Resource Benefits:** 25,000 Self-Help Resources – Tools, Assessments, Financial Calculators, Video Library, and Articles for thousands of topics.
- **Online Training and Personal Development:** Includes over 200 Personal Finance and Investing courses and over 50 Personal Development courses to help employees balance their work and personal life. The ESI Management Academy is an entire curriculum of online training programs that promote key management skills.
- **Recruiting, Hiring, Interviewing, Onboarding, and Employee Engagement Resource Centers:** Extensive array of articles and Web resources from leading experts.

### III. EAP Administration - Orientation and Engagement

*An employee assistance program that is not used is not useful. Utilization begins with employee awareness. A well-planned installation and continued awareness campaigns will have a direct impact on the level of engagement. ESI provides comprehensive employee orientation and communications.*

- **Automated Digital Communication (ADC):** Proprietary Automated Digital Communications (ADC) system allows ESI EAP to engage in periodic email communications with Members. Utilization is the key to maximizing the effectiveness of your EAP by helping employees to resolve issues and distractions that hinder productivity.
- **EAP Mobile App:** Members have the convenience and privacy of 24/7 access to all EAP benefits and services at their fingertips wherever they go via the EAP smartphone app.
- **EAP Ongoing Communication & Engagement:** ESI provides a wide variety of high-quality video, hardcopy and electronic materials to promote continued awareness and maximize engagement of the program. The continued awareness campaign includes Brochures, Wallet Cards, Posters, Monthly Newsletters, Table Top Displays, Topical Flyers, Video Presentations, and New Benefit Announcements.
- **EAP Member/Employee & Supervisor Orientation:** ESI provides comprehensive employee and supervisor orientations via web conference meetings, online orientation videos, and onsite group meetings.

### IV. Manager, Supervisor and Human Resources Services

*ESI offers an entire menu of management-focused employee assistance services to help deal with important compliance and liability issues.*

- **Trauma Response & Resources:** Provides consultation with our counselors and grief and loss resources for managers and Members. Responses include on-scene deployment, telephonic counseling and private counseling as well as group debriefings.



TotalCare EAP  
Public Safety EAP  
Educators' EAP  
Higher Ed EAP  
HealthCare EAP  
Union AP

- **Unlimited Administrative (Mandatory) Referrals:** Formal process to address employee policy violations and unacceptable job performance that could be improved through Coaching and Training.
- **Unlimited HR Consultations w/ SPHR's:** Managers may contact our clinical staff or our certified SPHRs (Senior Professionals in Human Resources) for counsel on human resource and complex employee issues.
- **Supervisor Resource Center:** Forms, policies, articles and other tools designed to help develop people management best practices. Key topics include Recruiting, Hiring, Interviewing, Onboarding, Employee Engagement, FMLA, Workplace Violence and Harassment Prevention.
- **HR Web Café:** Workplace blog about employment issues, people matters and work trends.

## V. ESI Accountability

- **Activity Reports:** ESI generates detailed online EAP statistical reports on a monthly basis. Due to confidentiality, clients with less than 25 employees will not have access to an activity report.
- **Quality Assurance Program:** ESI maintains a rigorous Quality Assurance Program. Key elements include Proprietary Network, Provider Review, Member Satisfaction Research, Peer Review, Weekly Clinical Staff Meetings, Clinical Supervision and Immediate Problem Resolution.
- **Confidentiality:** Confidentiality is always maintained except in cases where there is a legal obligation to intervene, such as in the case of child or elder abuse, a serious threat of harm to self or others, or threats of workplace violence.

## VI. Optional Services

- **Employee Engagement Program – Best Practice Learning Center, Knowledge Center and Consultant: No**  
The ESI Engagement Program is an *optional benefit* designed to meet the needs of organizations focused on improving employee engagement, professional development and productivity. It is an online personal and management development Knowledge Center *powered by Skillsoft*, the world's leading provider of online personal and professional training. In addition, the Best Practice Learning Centers assist managers and supervisors in developing recruiting & interviewing, onboarding & development and employee best practices. The program is supported by a dedicated ESI Consultant, who assists in creating a tailored training curriculum to meet your organization's needs.
- **Wellness Coaching: Yes**  
Members have unlimited coaching assistance from an integrated team of Certified Wellness Coaches and Behavioral Health Clinicians for the mental and emotional challenges each employee must overcome to improve their physical health.
- **GCN Compliance Training: No**  
ESI has partnered with Global Compliance Network (GCN) to offer online compliance training to our Member organizations at a **discounted rate**.



TotalCare EAP  
Public Safety EAP  
Educators' EAP  
Higher Ed EAP  
HealthCare EAP  
Union AP

## VII. Force Majeure

ESI's inability to perform any of the obligations provided in this Agreement due to (i) an act of God, such as earthquake, hurricane, tornado, flooding or other natural disaster; (ii) unavailability or interruption or delay of transportation, telecommunications, internet, cable, or third-party services; (iii) failure of software; (iv) inability to obtain supplies or power used in or equipment needed for provision of the services; (v) labor strikes, riots, insurrection, war; or (vi) other significant factors that are beyond ESI's reasonable control ("Force Majeure Event(s)") shall not be deemed a breach of this Agreement. In the event of Force Majeure Event(s), ESI shall make every reasonable effort to minimize delay of performance.

## VIII. Execution of Documents

This Agreement and all related documents may be executed by the parties in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. The exchange of executed copies of this Agreement and related documents and of signature pages by facsimile transmission and/or by electronic mail in Portable Document Format ("PDF") or similar format shall constitute effective execution and delivery and may be used in lieu of the original documents for all purposes. Signatures of the parties transmitted by facsimile and/or by electronic mail in PDF or similar format shall be deemed to be their original signatures for all purposes.

**CANCELLATION/TERMINATION/FUNDING OUT:** In the event any of the provisions of this agreement are violated by the Consultant, the Superintendent or designee will give written notice to the Consultant stating the deficiencies and unless the deficiencies are corrected within ten (10) days, recommendation will be made to the District for immediate cancellation. Upon cancellation hereunder, the District may pursue any and all legal remedies as provided herein and by law.

The District, reserves the right to terminate this agreement at any time and for any reason, upon giving 30 days prior written notice to the other party. If agreement should be terminated for convenience as provided herein, the District will be relieved of all obligations under said agreement. The District will only be required to pay to the Consultant that amount of the contract actually performed to the date of termination.

The Consultant will have the option to terminate the contract upon written notice to the General Manager of Purchasing, Contracting and Materials Management for the District. Such notice must be received at least 30 days prior to the effective date of termination at 1150 W. 17<sup>th</sup> Street, Panama City FL 32405.

Florida School Laws (Section 1011.14, Florida Statutes) prohibit School Boards from creating obligations on anticipation of budgeted revenues from one fiscal year to another without year to year extension provisions in the agreements.



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Union AP

Funding out provision: If the agreement is to extend into subsequent fiscal period, it shall be subject to availability of funds. If appropriated funds are insufficient to continue the agreement, this agreement shall be terminated in accordance with the 30 day notification and specification of lack of funding. The client shall not replace the services being terminated with services similar to those covered in this agreement from another vendor in the succeeding funding period.

This written notification will thereafter release the School Board of all further obligations in anyway related to the services covered herein.





TotalCare EAP  
 Public Safety EAP  
 Educators' EAP  
 Higher Ed EAP  
 HealthCare EAP  
 Union AP

**IX. Fees and Payment**

- A. The annual fee for the employee assistance program is **\$15.00** per employee.
- B. The total number of employees covered under this Agreement is **3,171**
- C. Employer agrees to pay ESI the sum of **\$67,383.75** for **2/1/20-6/30/21**.
- D. The annual fee includes all employees and their household members, as well as children up to age 26 who do not reside with the employee.
- E. Payment of the **Semi-Annual** premium is due upon receipt of the invoices.
- F. If the number of covered employees increases or decreases more than 5%, the total agreement value will be revised to reflect the changes.
- G. **1** on-site trauma response(s) @ no charge per year, additional Trauma Responses available at **\$250.00** per hour plus travel time.
- H. DOT required Substance Abuse Evaluations - **\$850.00** each.

**X. Entire Agreement**

This Agreement constitutes the entire agreement of the parties hereto with respect to the subject matter of this Agreement, and supersedes any prior understandings or written or oral agreements between the parties with respect to the subject matter of this Agreement.

**EMPLOYEE SERVICES, INC.**

**School Board of Bay County Florida  
 (aka Bay District Schools, The District, BDS)**

\_\_\_\_\_  
 Diane Dunbar, President & Chief Operating Officer

\_\_\_\_\_  
 Authorized Signature

2/13/20  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

**SERVICES AGREEMENT  
BETWEEN  
ESI GROUP LLC  
AND  
SCHOOL BOARD OF BAY COUNTY FL**

**AMENDMENT 1**

This Services Agreement Amendment (the "Amendment") is entered into this \_\_\_\_ day of February, 2020, by and between the School Board of Bay County, Florida (the "School Board" or "District" or "BDS" or "Client"), a Florida public entity, located at 1311 Balboa Ave, Panama City, FL 32401 and Employee Services Inc., dba ESI Employee Assistance Group, ("ESI Group" or "ESI") a New York corporation, located at 55 Chamberlain Street, Wellsville, NY 14895. For and in consideration of the covenants and agreements herein set forth, the parties do hereby agree to amend the Agreement for services as follows:

**1. Section VIII. Execution of Documents shall be added as follows:**

**Indemnification:**

A. ESI Group agrees to indemnify, defend and hold harmless the District and its directors, officers, employees, and agents, from and against any and all causes of action, claims, damage, loss, costs and expenses (including, without limitation, fines, damages, liabilities, liens, losses, costs and expenses, including reasonable attorney's fees and litigation expenses) incurred by the District, its directors, officers, attorneys, employees and agents, to the extent attributable to any material breach of this Agreement by ESI Group, or to the extent attributable to any negligent act, negligent omission, or willful misconduct, in each case by ESI Group, its officers, directors, attorneys, employees or agents.

B. The School Board of Bay County, Florida agrees to indemnify ESI Group to the extent and only to the extent of the limits set forth in §768.28(5), Fla. Stat. and then only for the negligent or wrongful act or omission of any School Board officer or employee in performance of this agreement who is acting within the scope of the officer or employee's office or employment under circumstances in which the School Board, if a private person, would be liable to the claimant. Further, the School Board does not waive any defense of sovereign immunity or consent to be sued by a third party. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by §768.28(9), Fla. Stat.

C. The above defense, indemnification and hold harmless undertakings shall survive the termination of this Agreement.

D. District acknowledges that ESI Group has been engaged to provide professional services and that it is not the intent of the parties that ESI Group assume any insurance risk. ESI Group shall not act as an insurer for Principal, and this Agreement shall not be construed as an insurance policy or any contract or agreement of indemnity; it being understood that ESI Group is in no event financially responsible for payment or satisfaction of claims, lawsuits, or any form of cause of action against the District. The parties agree that the foregoing defense, indemnification and hold harmless undertakings represent a reasonable allocation of commercial risk between the parties.

**Sovereign Immunity:**

Notwithstanding any other term of this Agreement, the School Board intends to avail itself of the benefits of Section 768.28 and of other statutes and common law governing sovereign immunity. In no event will the School Board's liability exceed the sum of \$200,000 per person or \$300,000 per occurrence. Nothing in this Agreement is intended to inure to the benefit of any third party for the purpose of allowing any claim which would otherwise be barred under the doctrine of sovereign immunity or by operation of law. Nothing herein shall be construed as consent by an agency or political subdivision of the State of Florida to be sued by third parties in any manner arising out of any contract.

**Assumption of Risk and Insurance:**

ESI Group agrees to provide evidence of compliance with District insurance requirements by providing Certificates of Insurance. Certificates shall contain a provision for notification to the District 30 days prior to any material change in coverage or cancellation. School Board of Bay County FL must be named as additional insured on the auto liability policy. Policies shall remain in force during the period the vendor will provide work or services at a District site.

- A. **Workers Compensation:** Workers' Compensation Insurance shall be maintained and shall include Employers Liability coverage with minimum limits of bodily injury by accident, \$100,000; bodily injury by disease, \$500,000 policy limit; bodily injury by disease, \$100,000 per employee.
- B. **Public Liability:** Public Liability Insurance (Comprehensive General Liability Form) shall be maintained against bodily injury, personal injury and property damage in limits of not less than \$250,000 per occurrence with a minimum of \$1,000,000 aggregate.
- C. **Automobile Liability:** Automobile Liability Insurance shall be maintained for all owned, non-owned and hired vehicles to include bodily injury and property damage liability in limits of not less than \$1,000,000 combined single limit on one incident and uninsured motorists' coverage in limits of not less than \$1,000,000 per accident.

**Notice:**

Any notice required or otherwise made pursuant to this Agreement shall be in writing, sent by registered or certified mail properly addressed, or by facsimile with confirmed answer-back, to the other Party at the address set forth below or at such other address as may be designated by written notice to the other Party. Notice shall be deemed effective three (3) business days following the date of sending such notice if by mail, on the day following deposit with an overnight courier, if sent by overnight courier, or upon confirmed answer-back if by facsimile.

**If to ESI Group:**

ESI Employee Assistance Group.  
55 Chamberlain Street  
Wellsville, NY 14895  
1-800-535-4841 Ext 610  
Attn: Phil Downs, VP Client Services

**If to Client:**

General Manager of Purchasing, Contracting & Matls Mgmt  
School Board of Bay County FL  
1150 W. 17<sup>th</sup> Street  
Panama City, FL 32405  
1-850-767-4209  
Attn: Dan Fuller

Assignment:

This Agreement shall be binding on the parties hereto and upon their respective successors and assigns. Client may at any time, upon written notice to the other Party, assign or delegate to a successor to all or substantially all of its business any of its rights and obligations hereunder, provided that, any such assignment or delegation shall in no event relieve Client of its primary responsibility for its obligations hereunder. Any such assignment shall be conditioned on and shall not be effective until the assignee or transferee has executed and delivered a written agreement assuming and undertaking all of the duties and obligations of the assignor or transferor under this Agreement. Except as provided above, Client may not assign or delegate any right or obligation hereunder without the prior written consent of ESI Group, which consent shall not be unreasonably withheld, and any attempted assignment or delegation in violation thereof shall be void. ESI Group may assign this Agreement at any time to any third party on written notice and contractual signed amendment in writing to Client. In the event of an assignment by ESI Group, the assignee shall be substituted for ESI Group as a party hereto, and ESI Group shall no longer be bound hereby

Governing Law:

The interpretation and performance of this Agreement shall be governed by the laws of the State of Florida applicable to contracts made and to be fully performed in that state. Whereas jurisdiction shall be Bay County Florida.

Data Breach:

In the event of a breach of security as defined in section 501.171, Florida Statutes, ESI Group shall notify the School Board immediately, but no later than ten calendar days following a determination of a breach of data security. Additionally, ESI Group shall fully cooperate, at its own expense, with the School Board regarding the School Board's statutory notification requirements.

Public Records Notice: (14pt bold font)

**Public Records Notice: AS REQUIRED HEREIN, IF ESI GROUP HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, THE PUBLIC INFORMATION OFFICE AT 850-767-5281, 1311 BALBOA AVE., PANAMA CITY, FL 32401.**

2. Section IX. Fees and Payment shall be modified/added as follows:

B. The total number of employees covered under this Agreement is 3,171 at the date of signing. The number of employees covered will be redetermined July 1, 2020 based on current Client fiscal year and reassessed January 1, 2021 and continue for duration of the contract and subsequent renewals.

C. Client agrees to pay ESI the sum of \$19,818.75 for the FY term 2/1/2020 – 6/30/2020 invoiced upon execution of contract. Client agrees to pay ESI the sum of \$47,565.00 for the FY term of

2021

7/1/2020 – 6/30/2021 invoiced bi-annually on July 1, 2020 for \$23,782.50 and January 1, ~~2022~~ for \$23,782.50. Additional services incurred shall be invoiced upon service.

E. Paragraph deleted in entirety as addressed in item B.

F. Paragraph deleted in entirety as addressed in item B.

I. No penalty of late payments shall be assessed as Client is a public entity within the State of Florida.

**IN WITNESS WHEREOF**, the parties hereto have caused this amendment to be signed by their duly authorized representatives as of the date first set forth above.

**ESI Group LLC**

**THE SCHOOL BOARD OF BAY COUNTY,  
FLORIDA**



\_\_\_\_\_  
Diane Dunbar  
President & Chief Operating Officer  
Employee Services, Inc.

\_\_\_\_\_  
Dan S. Fuller  
General Manager of Purchasing, Contracting,  
& Materials Management  
School Board of Bay County FL

Date: 2/5/20

Date: \_\_\_\_\_

Invoice



TotalCare EAP  
Public Safety EAP  
Educators' EAP  
Higher Ed EAP  
HealthCare EAP  
Union AP

Invoice No.: 38710  
Invoice Date: Feb 3, 2020  
Contract Period: 2/1/20-6/30/21  
**Due Date: Mar 4, 2020**

Phone: 585-593-9870

Fax: 585-593-5719

Customer ID#: 5515

**Sold To:**

Bay District Schools  
1311 Balboa Avenue  
Panama City, FL 32401

Attention: Dan Fuller

*Employee Assistance Program*

Description	Total Price
EAP Services from 2/1/20-6/30/20	19,818.75

Make checks payable and send to:

**TOTAL INVOICE 19,818.75**

ESI  
55 Chamberlain St.  
Wellsville, NY 14895



WILLIAM V. HUSFELT III  
SUPERINTENDENT

1311 Balboa Avenue  
Panama City, Florida  
32401

(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

February 11, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent

FROM: Jim Loyed, Executive Director of Business Support Services

AGENDA ITEM: Inventory Report

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:

Fund	Function	Object	Cost Center	Project	Program
------	----------	--------	-------------	---------	---------

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X   Disapproval:            Discussion:           

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action



# MEMORANDUM

## Business & Finance Services

William V. Husfelt, III, Superintendent - Jim Loyed, Chief Financial Officer

**TO:** Mr. Jim Loyed, Executive Director for Business Support Services (CFO)  
-and-  
Mr. William V. Husfelt, III, Superintendent  
-and-  
School Board Members

**FROM:** Linda Godber, Property Records Manager

**DATE:** February 11, 2020

**RE:** (A) Request to Remove Obsolete Items and Items Beyond Economical Repair from Inventory Records  
  
(B) Request to Remove Items Damaged or Destroyed by Hurricane Michael from Inventory Records

### **(A) Request to Remove Obsolete Items and Items Beyond Economical Repair from Inventory Records**

The following items of equipment are defective and should be declared surplus to the needs of the School Board. The equipment has been inspected with regard to condition and cost of making repairs to render the equipment serviceable. It is requested that the School Board authorize the removal of these items in accordance with Florida Statutes, Chapter 274. (Maintenance personnel and/or commercial services determine repair status of applicable equipment prior to submission of the list for School Board approval.) The original replacement value of each item is listed after the description.

(Please see attachment)



**(B) Request to Remove Items Damaged or Destroyed by Hurricane Michael from Inventory Records**

The following items were damaged or destroyed during Hurricane Michael and need to be removed from Inventory Records. The equipment has been inspected with regard to condition and cost of making repairs to render the equipment serviceable. It is requested that the School Board authorize the removal of these items in accordance with Florida Statutes, Chapter 274. (Maintenance personnel and/or commercial services determine repair status of applicable equipment prior to submission of the list for School Board approval.) The original replacement value of each item is listed after the description.

**O. Patterson**

- 0291-014-036-026363 Smartboard, SBX880, s/n SBX880-H2-0007787  
Purchased 06-27-2011 ----- \$5,847.71  
Smartboard was damaged in Room 17 by Hurricane Michael. It had water damage and is currently stored at our Warehouse.
- 0291-014-036-026365 Smartboard, SBX880, s/n SBX880-H2-0008117  
Purchased 06-27-2011 ----- \$5,847.71  
Smartboard was damaged in Room 25 by Hurricane Michael. It had water damage and is currently stored at our Warehouse.
- 0291-014-036-026369 Smartboard, SBX880, s/n SBX880-H2-0008116  
Purchased 06-27-2011 ----- \$5,847.71  
Smartboard was damaged in Room 29 by Hurricane Michael. It has water damage and is currently in Room 29 at Patterson.

**Rosenwald**

- 0581-007-005-000107 Bookcase, 6-tier, 4 tower, no serial number  
Purchased 04-13-2007 ----- \$1,427.36  
Destroyed in the Media Center by Hurricane Michael due to getting wet. It was demoed and disposed of by cleanup crew.

BAY DISTRICT SCHOOLS  
INACTIVATED ITEM BY CENTER REPORT  
INACTIVATED DATE RANGE: 2020-02-11 THRU 2020-02-11  
CENTER: GRPCD: ITEMCD:  
INACTIVE REASON CODE: 08

USER CD3: DISTRICT ITEMS

February 11, 2020

COS CENTER NAME	---PROPERTY NUMBER--- CNTR GRP ITM SEQNR	USER DESCRIPTION	MAKE	S T	IN CD	PURCHASE DATE	INACTIVE DATE	DI CD	DISPOSAL DATE	SERIAL NUMBER	COMMENT	VALUE
008 HUTCHISON BEAC	0081-022-003-000029	REACH IN FREEZER 2 DOOR TRAUlsen		A	OB	12/14/06	02/11/20	-	-	T69506K07	BEYOND REPAIR	\$7,397.10
											TOTAL FOR CENTER 0081:	\$7,397.10
0141 EVERITT MIDDLE	0141-014-036-908154	COMPUTER, LAPTOP	DELL	A	OB	08/27/10	02/11/20	-	-	BZQM6N1		\$1,113.92
											TOTAL FOR CENTER 0141:	\$1,113.92
0191 OAKLAND TERRAC	0191-014-036-908772	COMPUTER, LAPTOP	DELL	A	OB	02/24/11	02/11/20	-	-	6V7NPP1		\$1,095.84
											TOTAL FOR CENTER 0191:	\$1,095.84
0211 PARKER ELEMENT	0211-022-028-000009	FOOD DISPOSER	SAVAJOR	A	OB	11/16/05	02/11/20	-	-	40927	MAINT-USE PARTS	\$1,512.40
	0211-014-036-903812	COMPUTER	DELL	A	OB	05/17/07	02/11/20	-	-	D4X7ZC1		\$1,035.77
											TOTAL FOR CENTER 0211:	\$2,548.17
0331 MOWAT MIDDLE S	0331-022-009-000080	REFRIGERATOR	GE PROFILE	A	OB	10/16/00	02/11/20	JU	02/11/20	ZV268417		\$1,568.00
	0331-014-036-907222	COMPUTER, LAPTOP	DELL	A	OB	10/20/09	02/11/20	-	-	3TS91L1		\$1,228.03
	0331-014-036-908132	COMPUTER, LAPTOP	DELL	A	OB	08/25/10	02/11/20	-	-	HF8YJN1		\$1,250.40
											TOTAL FOR CENTER 0331:	\$4,046.43
0341 RUTHERFORD HIG	0341-007-004-000007	EDITING DESK	WINSTED	A	OB	10/14/96	02/11/20	-	-	NONE		\$4,253.41
	0341-003-010-000041	MOBILE DEMO TABLE W/SIN FISHER		A	OB	03/15/99	02/11/20	-	-	NONE (W/BLACK T		\$1,119.56
	0341-024-004-000021	SCRUBBER	MINUTEMAN	A	OB	11/09/04	02/11/20	-	-	YMC20025QP0941		\$3,398.50
	0341-014-036-021791	SMARTBOARD	SMART	A	OB	05/19/06	02/11/20	-	-	S8660117478		\$1,209.00
	0341-005-007-000007	POSTER PRINTER W/WORKCE PROMIAGE		A	OB	01/24/07	02/11/20	-	-	91205774		\$5,995.00
	0341-022-021-000091	ICE MACHINE S/S	ICE-0-MATIC	A	OB	09/14/09	02/11/20	-	-	09071280011221	BEYOND REPAIR	\$2,502.08

BAY DISTRICT SCHOOLS  
INACTIVATED ITEM BY CENTER REPORT  
INACTIVATED DATE RANGE: 2020-02-11 THRU 2020-02-11  
CENTER: GRPCD: ITEMCD:  
INACTIVE REASON CODE: 0B

USER CD3: DISTRICT ITEMS

February 11, 2020

COS CNT	CENTER NAME	---PROPERTY NUMBER--- CNTR GRP ITM SEQNR	USER DESCRIPTION	MAKE	S T	IN CD	PURCHASE DATE	INACTIVE DATE	DI CD	DISPOSAL DATE	SERIAL NUMBER	COMMENT	VALUE
034	RUTHERFORD HIG	0341-007-004-000037	LAPTOP CART	NONE	A	OB	03/23/11	02/11/20	-	-	NONE		\$1,264.34
		0341-014-036-908992	COMPUTER, LAPTOP	DELL	A	OB	03/23/11	02/11/20	-	-	F5Z1SP1		\$1,050.02
		0341-014-036-025343	COMPUTER, LAPTOP	DELL	A	OB	11/08/11	02/11/20	-	-	2GZP4S1		\$1,656.11
TOTAL FOR CENTER 0341: \$22,448.02													
0471	NORTHSIDE ELEM	0471-014-036-903926	COMPUTER	DELL	A	OB	05/30/07	02/11/20	-	-	GGLX1D1		\$1,067.00
		0471-014-036-908768	COMPUTER, LAPTOP	DELL	A	OB	02/24/11	02/11/20	-	-	2V7NPP1		\$1,095.84
TOTAL FOR CENTER 0471: \$2,162.84													
0541	DEANE BOZEMAN	0541-024-033-000017	CARPET EXTRACTOR	AMBASSADOR	A	OB	06/28/00	02/11/20	-	-	UC46000001597		\$1,084.85
		0541-014-036-024097	COMPUTER	DELL	A	OB	01/20/10	02/11/20	-	-	9CT6WL1		\$1,098.87
		0541-014-036-024098	COMPUTER	DELL	A	OB	01/20/10	02/11/20	-	-	JLRZVL1		\$1,098.87
		0541-014-036-907610	COMPUTER	DELL	A	OB	04/23/10	02/11/20	-	-	DMC3QM1		\$1,214.44
		0541-014-036-908280	COMPUTER	DELL	A	OB	10/18/10	02/11/20	-	-	2L865P1		\$1,179.42
		0541-014-036-908281	COMPUTER	DELL	A	OB	10/18/10	02/11/20	-	-	3L865P1		\$1,179.42
		0541-014-036-908969	COMPUTER	DELL	A	OB	03/01/11	02/11/20	-	-	4QT8DP1		\$1,053.99
		0541-014-036-024769	COMPUTER	DELL	A	OB	03/28/11	02/11/20	-	-	JM3ZDP1		\$1,001.97
		0541-014-036-909365	COMPUTER	DELL	A	OB	05/03/11	02/11/20	-	-	1WTBG01		\$1,054.01
TOTAL FOR CENTER 0541: \$9,965.84													
0581	ROSENWALD HIGH	0581-014-036-907967	COMPUTER, LAPTOP	DELL	A	OB	04/30/10	02/11/20	-	-	CQYPL1		\$1,057.16
		0581-014-036-907968	COMPUTER, LAPTOP	DELL	A	OB	04/30/10	02/11/20	-	-	DQYPL1		\$1,057.16
		0581-014-036-907969	COMPUTER, LAPTOP	DELL	A	OB	04/30/10	02/11/20	-	-	FQYPL1		\$1,057.16
		0581-014-036-907970	COMPUTER, LAPTOP	DELL	A	OB	04/30/10	02/11/20	-	-	GQYPL1		\$1,057.16

BAY DISTRICT SCHOOLS  
INACTIVATED ITEM BY CENTER REPORT  
INACTIVATED DATE RANGE: 2020-02-11 THRU 2020-02-11  
CENTER: GRPCD: ITEMCD:  
INACTIVE REASON CODE: 08

USER CD3: DISTRICT ITEMS

February 11, 2020

COS CNT	CENTER NAME	---PROPERTY NUMBER--- CNTR GRP ITM SEQNR	USER DESCRIPTION	MAKE	S T	IN CD	PURCHASE DATE	INACTIVE DATE	DI CD	DISPOSAL DATE	SERIAL NUMBER	COMMENT	VALUE
0581	ROSENWALD HIGH	0581-014-036-907971	COMPUTER, LAPTOP	DELL	A	08	04/30/10	02/11/20	-	-	HQYPCL1		\$1,057.16
		0581-014-036-907972	COMPUTER, LAPTOP	DELL	A	08	04/30/10	02/11/20	-	-	JQYPCL1		\$1,057.16
		0581-014-036-907973	COMPUTER, LAPTOP	DELL	A	08	04/30/10	02/11/20	-	-	1RYPCL1		\$1,057.16
		0581-014-036-908699	COMPUTER	DELL	A	08	01/28/11	02/11/20	-	-	5H2CBP1		\$1,053.99
TOTAL FOR CENTER 0581: \$8,454.11													
0591	C WASHINGTON	0591-005-007-000008	POSTERMAKER	VARIQUEST	A	08	04/15/11	02/11/20	-	-	VQPM36110206973		\$4,995.00
		0591-014-040-001213	PRODUCT SUPPORT PLAN BA	NONE	A	08	10/27/11	02/11/20	-	-	NONE		\$2,100.00
TOTAL FOR CENTER 0591: \$7,095.00													
9001	SCHOOL SUPPORT	9001-014-036-907381	COMPUTER, LAPTOP	DELL	A	08	02/11/10	02/11/20	-	-	HBFKZL1		\$1,236.09
		9001-014-036-907635	COMPUTER	DELL	A	08	05/26/10	02/11/20	-	-	824QSM1		\$1,147.59
		9001-014-036-907934	COMPUTER, LAPTOP	DELL	A	08	06/01/10	02/11/20	-	-	F5JPCL1		\$1,257.44
TOTAL FOR CENTER 9001: \$3,641.12													
9106	OFFICE OF INST	9106-014-036-908169	COMPUTER, LAPTOP	DELL	A	08	08/21/10	02/11/20	-	-	7NNBVN1		\$1,243.10
		9106-014-036-908171	COMPUTER, LAPTOP	DELL	A	08	08/21/10	02/11/20	-	-	HNNBVN1		\$1,243.10
TOTAL FOR CENTER 9106: \$2,486.20													
9125	STUDENT SERVIC	9125-014-036-022209	LASERJET PRINTER	HEWLETT PACKARD	A	08	06/01/06	02/11/20	-	-	JPLLC21417		\$2,799.71
TOTAL FOR CENTER 9125: \$2,799.71													
9128	DEPT OF SAFETY	9128-014-036-910093	COMPUTER, LAPTOP	DELL	A	08	05/17/12	02/11/20	-	-	34P9CT1		\$1,024.76
TOTAL FOR CENTER 9128: \$1,024.76													

INACTIVATED ITEM BY CENTER REPORT  
INACTIVATED DATE RANGE: 2020-02-11 THRU 2020-02-11  
CENTER: GRPCD: ITEMCD:  
INACTIVE REASON CODE: 08

USER CD3: DISTRICT ITEMS

COS	CENTER NAME	---PROPERTY NUMBER---	CNTR GRP	ITM	SEQNR	USER DESCRIPTION	MAKE	S	T	IN	CD	PURCHASE DATE	INACTIVE DATE	DI	CD	DISPOSAL DATE	SERIAL NUMBER	COMMENT	VALUE	

TOTAL FOR REPORT: \$76,279.06



WILLIAM V. HUSFELT III  
SUPERINTENDENT

1311 Balboa Avenue  
Panama City, Florida  
32401

(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

February 11, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent  
FROM: Jim Loyed, Executive Director of Business Support Services

AGENDA ITEM: Financial Information

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund Function Object Cost Center Project Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:  X  Disapproval: \_\_\_\_\_ Discussion: \_\_\_\_\_

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action



**WILLIAM V. HUSFELT, III**  
**SUPERINTENDENT**

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Ryan Neves  
 District 4

Steve Moss  
 District 5

February 11, 2020

TO: William V. Husfelt, III, District Superintendent  
 FROM: Melissa South, Manager of Financial Services *MS*  
 RE: Monthly Financial Statements - December 2019  
 Budget Amendments - December 2019  
 Half Cent Summary - December 2019  
 Hurricane Michael Summary - December 2019

**Amendment #19**

General Fund

This amendment is to increase and decrease revenue and appropriations as noted below. The changes to the unappropriated fund balance are itemized on the page following the amendments. Other adjustments are increases and decreases by function and object within the fund.

<u>REVENUE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3399	Misc State Revenue - Other	\$ 95,114.00
3425	Rent School Facilities	\$ 2,570.50
3462	Post- Secondary Voc Course	\$ 42,616.95
3464	Capital Improvement Fees	\$ 1,992.68
3465	Post-Secondary Lab Fees	\$ 8,066.11
3468	Financial Aid Fees	\$ 3,985.46
3469	Other Student Fees	\$ 1,992.68
3490	Misc Local Sources	\$ 9,893.35
3630	Transfer from Capital Project	\$215,984.00
<b>TOTAL REVENUE INCREASE</b>		<b><u>\$382,215.73</u></b>
<b>UNAPPROPRIATED FUND BALANCE DECREASE</b>		<b><u>\$ 0.00</u></b>
<b>TOTAL</b>		<b><u>\$382,215.73</u></b>
<b>TOTAL APPROPRIATIONS INCREASE</b>		<b><u>\$382,215.73</u></b>

**Amendment #20**

Special Revenue/Food Service

This amendment represents an increase and decrease to revenue and appropriations within the fund.

Other adjustments are increases and decreases by function and object within the fund.

**Amendment #21**

Special Revenue/Other

This amendment represents an increase and decrease to revenue and appropriations within the fund.  
Other adjustments are increases and decreases by function and object within the fund.

<u>REVENUE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
3199	Miscellaneous Federal Direct	\$ 25,811.30
3240	Elem & Sec Educ Act	\$ 598,337.51
<b>TOTAL REVENUE INCREASE</b>		<b><u>\$ 624,148.81</u></b>
<b>UNAPPROPRIATED FUND BALANCE INCREASE</b>		<b><u>\$ 0.00</u></b>
<b>TOTAL</b>		<b><u>\$ 624,148.81</u></b>
<b>TOTAL APPROPRIATIONS INCREASE</b>		<b><u>\$ 624,148.81</u></b>

**Amendment #22**

Capital Projects

This amendment represents an increase to revenue and appropriations within the fund.  
Other adjustments are increases and decreases by function and object within the fund.



**BOARD APPROVED AND REQUESTED CHANGES TO THE UNAPPROPRIATED FUND BALANCE**

Beginning Unappropriated Fund Balance December 01, 2019	\$ 13,045,466.00
Unappropriated Fund Balance as of December 31, 2019	\$ 13,045,466.00

Shaded amounts have been applied to the financial records as of December 31, 2019

Current Budgeted Revenue \$	214,694,932.36
Financial Condition Ratio	6.08%

DISTRICT SCHOOL BOARD OF

BAY  

---

COUNTY

**FINANCIAL STATEMENT**

FOR PERIOD

July 1, 2019

December 31, 2019

I certify that all accounts have been properly entered and summarized: that this is a true and correct report of the financial status of the Board at the end of the period for which this report is made.

---

SUPERINTENDENT OF SCHOOLS

TRIAL BALANCE OF GENERAL LEDGER ACCOUNTS ALL FUNDS - December 31, 2019

	ACCT NO.	OPERATING FUNDS	INTERNAL SERVICE SELF INSUR.	SELF INSUR. GROUP HEALTH	INTERNAL SERVICE BEACON LEARNING CTRN	DEBT SERVICE FUNDS	CAPITAL PROJECTS FUNDS	SPEC REV. FUNDS OTHER	SPEC REV. FOOD SERVICE FUNDS	MEMORANDUM TOTAL
<b>DEBIT BALANCE:</b>										
1 CASH DEMAND DEP.	1111	\$24,295,466.33	\$820,797.64	\$6,392,788.73	\$814,751.47	\$15,594.73	\$6,953,243.63	\$67,943.72	\$1,096,245.37	\$40,456,831.62
2 CASH-PETTY CASH	1112									\$0.00
3 CASH-CHANGE FUNDS	1113									\$0.00
4 CASH-STATE BOARD	1164	\$34,327,759.33	\$1,880,353.37	\$7,898,459.68	\$70,780.75		\$24,909,215.27		\$11,243.27	\$69,097,811.67
5 ACCTS RECEIVABLE	1130	\$114.86			\$23,207.00					\$23,321.86
6 DUE FM OTHER FUNDS	1140	\$797,032.53								\$797,032.53
7 INVENTORY	1150	\$1,078,936.55								\$1,078,936.55
8 INVESTMENTS	1116	\$44,739,815.72	\$14,950,888.56	\$1,500,000.00	\$2,644,564.37		\$5,367,870.36		\$2,134,762.13	\$71,337,901.14
9 DUE FM AGENCIES	1220	\$63,433,089.79	\$7,721.88					\$870,110.50	\$3,291,473.00	\$67,602,395.17
10 PREPAID EXPENSE	1230		\$2,474,581.89							\$2,474,581.89
11 ESTIMATED REV.	1510	\$217,520,061.98	\$8,428,002.50	\$22,159,800.00	\$1,850,000.00	\$13,879,808.00	\$44,440,416.00	\$23,673,279.80	\$8,504,700.00	\$340,456,068.28
12 ENCUMBRANCES	1520	\$25,586,732.17	\$15,579.73		\$528.99		\$21,918,986.80	\$306,664.09	\$300,184.29	\$48,128,676.07
13 EXPENDITURES	1530	\$122,490,532.85	\$2,265,954.73	\$3,847,229.72	\$847,060.25	\$3,537,368.28	\$13,272,791.38	\$8,377,224.22	\$3,755,632.94	\$158,393,794.37
<b>TOTAL</b>		<b>\$534,269,542.11</b>	<b>\$30,843,880.30</b>	<b>\$41,798,278.13</b>	<b>\$6,250,892.83</b>	<b>\$17,432,771.01</b>	<b>\$116,862,523.44</b>	<b>\$33,295,222.33</b>	<b>\$19,094,241.00</b>	<b>\$799,847,351.15</b>
<b>CREDIT BALANCE:</b>										
14 VOUCHERS PAYABLE	2110									
15 ACCTS PAYABLE	2120	\$11,479,437.66	\$2,683.05		\$7,273.88			\$94,155.63	\$2,816.27	\$11,586,366.49
16 CONTRACTS PAYABLE	2150	\$615,004.69					\$587,060.09			\$1,202,064.78
17 DUE TO OTHER FUNDS	2160	\$3,684,035.78						\$797,032.53		\$4,481,068.31
18 PAYROLLS PAYABLE	2170	\$301,810.17	\$649.88		\$1,335.48			\$32,246.51	\$899.38	\$336,941.42
19 MATURED INT/BOND. PAYAB	2190									\$0.00
20 ACCR. INT SALE OF BONDS	2210									\$0.00
21 DEPOSITS PAYABLE	2220									\$0.00
22 DUE TO STATE	2230							\$14,619.55		\$14,619.55
23 NOTES PAYABLE - LOANS	2250									\$0.00
24 EST. UNPAID CLAIMS	2271		\$13,822,209.00							\$13,822,209.00
25 DEFERRED REVENUE	2410	\$57,817.00			\$259,303.50					\$317,120.50
26 APPROPRIATIONS	2510	\$293,182,190.98	\$8,198,953.50	\$22,077,500.00	\$1,717,122.00	\$13,879,808.00	\$67,612,349.00	\$23,673,279.80	\$9,692,293.20	\$440,033,496.48
27 REVENUE	2520	\$186,317,047.28	\$1,497,610.68	\$12,012,043.78	\$1,258,394.04	\$3,545,614.13	\$26,744,127.34	\$8,377,224.22	\$7,185,781.24	\$246,937,842.71
28 DEFERRED REVENUE - UNAVAILAB	2632									\$0.00
28 RESERV. -ENCUMBRANCES	2720	\$25,586,732.17	\$15,579.73		\$528.99		\$21,918,986.80	\$306,664.09	\$300,184.29	\$48,128,676.07
29 UNAPPRO. FUND BAL.	2760	\$13,045,466.38	\$7,306,194.46	\$7,708,734.35	\$3,006,934.94	\$7,348.88	\$0.21		\$1,912,266.62	\$32,986,945.84
<b>TOTAL</b>		<b>\$534,269,542.11</b>	<b>\$30,843,880.30</b>	<b>\$41,798,278.13</b>	<b>\$6,250,892.83</b>	<b>\$17,432,771.01</b>	<b>\$116,862,523.44</b>	<b>\$33,295,222.33</b>	<b>\$19,094,241.00</b>	<b>\$799,847,351.15</b>

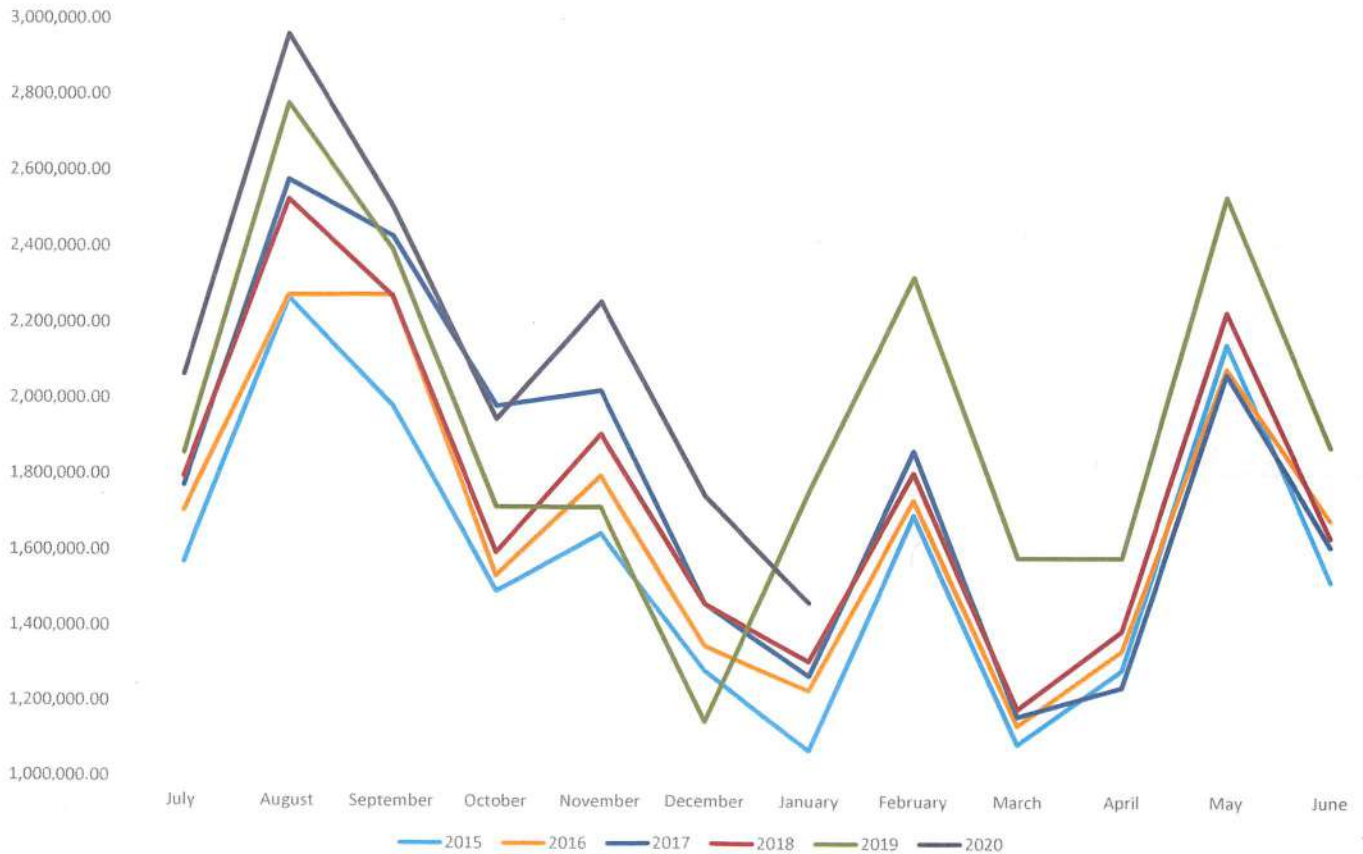
### Half Cent Sales collections by month

	2015	2016	2017	2018	2019	2020	Incr/(decr)	% change
July	1,570,398.01	1,704,667.20	1,771,404.43	1,794,828.10	1,856,299.58	2,063,626.71	207,327.13	11.55%
August	2,267,075.24	2,272,895.19	2,575,387.41	2,523,567.08	2,777,000.47	2,958,985.28	181,984.81	7.21%
September	1,982,843.41	2,273,501.89	2,427,683.10	2,270,093.72	2,393,258.88	2,505,803.38	112,544.50	4.96%
October	1,495,756.29	1,536,476.92	1,980,996.90	1,596,701.08	1,716,221.17	1,946,428.51	230,207.34	14.42%
November	1,646,867.60	1,797,327.19	2,021,922.95	1,907,218.54	1,715,176.61	2,255,651.50	540,474.89	28.34%
December	1,283,872.33	1,348,319.11	1,461,512.35	1,460,928.71	1,148,036.67	1,744,474.34	596,437.67	40.83%
January	1,072,226.25	1,230,499.55	1,270,319.66	1,308,978.45	1,757,479.93	1,464,420.30	(293,059.63)	-22.39%
February	1,693,193.63	1,733,133.86	1,862,579.63	1,803,668.82	2,318,879.44			0.00%
March	1,088,840.25	1,138,225.05	1,162,833.98	1,182,413.29	1,583,036.52			0.00%
April	1,286,987.83	1,337,223.60	1,241,124.12	1,390,476.34	1,583,106.72			0.00%
May	2,143,599.85	2,078,871.98	2,065,078.48	2,227,671.18	2,528,790.17			0.00%
June	1,520,989.50	1,680,581.77	1,611,403.82	1,634,457.40	1,871,702.99			0.00%
	19,052,650.19	20,131,723.31	21,452,246.83	21,101,002.71	23,248,989.15	14,939,390.02	1,575,916.71	

Annual Increase	1,079,073.12	1,320,523.52	-351,244.12	2,147,986.44	
% Increase	5.66%	6.56%	-1.64%	10.18%	

Note: Less than the same month in the previous year.

#### Five Year Chart of Collections



**PROJECT 1010 - Hurricane Michael**  
**12/31/2019**

	Budget	Comm/Encumbered	Expended	Available
<b>Revenue:</b>				
Insurance Proceeds	\$ 100,000,000.00			\$ 100,000,000.00
Transfers from 370	\$ 5,961,754.51			\$ 5,961,754.51
Transfers from 390	\$ 24,798,611.88			\$ 24,798,611.88
Transfers from FB	\$ 1,369,888.32			\$ 1,369,888.32
FEMA Reimbursements	\$ 28,159,328.60			\$ 28,159,328.60
19/20 Budgeted Appropriations	\$ 2,632,857.00			\$ 2,632,857.00
<b>Total</b>	<b>\$ 162,922,440.31</b>			<b>\$ 162,922,440.31</b>
<b>Appropriations:</b>				
Administration	\$ 4,607,324.59	\$ 443,232.61	\$ 2,050,964.31	\$ 2,113,127.67
Daycare	\$ 423,211.63		\$ 423,211.63	\$ -
Contents	\$ 127,739.11	\$ 8,237.40	\$ 118,241.71	\$ 1,260.00
Mental Health	\$ 29,483.33		\$ 29,483.33	\$ -
Permanent Repairs	\$ 78,857,910.18	\$ 38,851,098.93	\$ 37,100,286.55	\$ 2,906,524.70
Remediation/Clean Up	\$ 50,862,855.45	\$ 5,123.70	\$ 50,857,289.75	\$ 442.00
Safety & Security	\$ 267,557.58	\$ 7,533.50	\$ 260,024.08	\$ -
Sheltering	\$ 230,723.45		\$ 230,723.45	\$ -
Technical	\$ 189,830.89		\$ 189,830.89	\$ -
Temporary Facilities	\$ 10,758,849.76	\$ 1,154,225.00	\$ 7,968,696.62	\$ 1,635,928.14
Transportation	\$ 12,992.39		\$ 12,992.39	\$ -
Vehicles	\$ 5,941.76	\$ 104.50	\$ 5,837.26	
Undesignated	\$ 16,548,020.19		\$ -	\$ 16,548,020.19
<b>Total</b>	<b>\$ 162,922,440.31</b>	<b>\$ 40,469,555.64</b>	<b>\$ 99,247,581.97</b>	<b>\$ 23,205,302.70</b>

FLORIDA DEPARTMENT OF EDUCATION  
 FINANCIAL MANAGEMENT SECTION  
 RESOLUTION TO AMEND DISTRICT SCHOOL BUDGET

X  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

GENERAL FUND  
 SPEC REV/FS  
 SPEC REV/OTHER  
 RACE TO THE TOP  
 DEBT SERVICE  
 CAPITAL PROJECTS  
 SELF INSURANCE  
 BEACON  
 HEALTH INSURANCE

SCHOOL BOARD OF BAY COUNTY  
 RESOLUTION NUMBER: #19

ESTIMATED REVENUE				
REV.	TOTAL REVENUE	PRESENT BUDGET	INC - DEC	REVISED BUDGET
	TRANSF. & BALANCES	305,845,441.25		306,227,656.98
3121	FEDERAL IMPACT CURRENT OP	200,000.00		200,000.00
3191	JROTC	324,000.00		324,000.00
3299	FEDERAL THROUGH STATE	123,865.00		123,865.00
3310	STATE F.E.F.P	85,870,533.00		85,870,533.00
3315	WORKFORCE DEVELOPMENT	2,825,894.00		2,825,894.00
3317	WORKFORCE ED CLASS SIZE	41,414.00		41,414.00
3323	CO & DS ADMN EXP	14,724.00		14,724.00
3341	SALES TAX DISTRIBUTION	211,000.00		211,000.00
3343	STATE LICENSE TAX	45,000.00		45,000.00
3344	DISCRETIONARY LOTTERY	88,124.00		88,124.00
3355	CLASS SIZE REDUCTION	28,385,275.00		28,385,275.00
3361	SCH RECOGNITION/MERIT SCH	1,385,719.00		1,385,719.00
3371	VOL PREKINDERGARTEN	1,844,473.00		1,844,473.00
3399	MISC STATE REVENUE - OTHER	12,584,658.46	95,114.00	12,679,772.46
3411	DISTRICT SCHOOL TAXES	76,040,319.00		76,040,319.00
3425	RENT SCHOOL FACILITIES	22,270.30	2,570.50	24,840.80
3430	INTEREST, INCLUDE PROF INVEST	350,000.00		350,000.00
3440	DONATIONS	2,993.00		2,993.00
3461	ADULT GENERAL EDUCATION	4,500.00		4,500.00
3462	POST SECONDARY VOC COURSE	324,436.20	42,616.95	367,053.15
3464	CAPITAL IMPROVEMENT FEES	15,955.06	1,992.68	17,947.74
3465	POST SECONDARY LAB FEES	66,830.30	8,066.11	74,896.41
3468	FINANCIAL AID FEES	31,918.65	3,985.46	35,904.11
3469	OTHER STUDENT FEES	15,955.06	1,992.68	17,947.74
3471	PRESCHOOL PROGRAM FEES	0.00		0.00
3473	SCHOOL AGE CHILD CARE FEES	1,859,199.00		1,859,199.00
3490	MISC LOCAL SOURCES	1,323,891.07	9,893.35	1,333,784.42
3495	MISC INDIRECT COST	25,000.00		25,000.00
3498	LOST/DAMAGED TEXTBOOKS	753.15		753.15
3630	TRANSFER FROM CAPITAL PROJ	2,609,146.00	215,984.00	2,825,130.00
3741	LOSS RECOVERY	0.00		0.00
3742	LOSS RECOVERY-GRANT	0.00		0.00
	INCREASES & DECREASES WITHIN THE BUDGET		382,216.73	
2700	FUND BALANCE	88,707,595.00		

APPROPRIATIONS				
FUNC	PRESENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
5100	128,352,808.72	227,141.19		128,579,949.91
5200	23,104,285.81	1,222.88		23,105,508.69
5300	5,052,537.37	71,161.19		5,123,698.56
5400	687,704.14	117.24		687,821.38
5500	1,804,969.89	1,223.11		1,806,193.00
5900	9,505.00	0.00		9,505.00
6100	7,871,985.02	8,653.59		7,880,638.61
6200	2,540,568.44	8,040.62		2,548,609.06
6300	3,429,553.70	312.98		3,429,866.68
6400	2,133,955.11	19,711.88		2,153,666.99
6500	1,820.00			1,820.00
7100	959,106.00			959,106.00
7200	3,316,866.40			3,316,866.40
7300	12,964,422.18	5,418.40		12,969,840.58
7400	60,647,203.96		3,331.70	60,643,872.26
7500	1,743,720.66	237.70		1,743,958.36
7700	1,995,383.92	7,610.00		2,002,993.92
7800	8,237,112.97		9,295.41	8,227,817.56
7900	17,729,788.10	36,079.15		17,765,867.25
8100	5,009,113.87	1,927.45		5,011,041.32
8200	3,303,517.34			3,303,517.34
9100	1,904,046.65	5,985.46		1,910,032.11
2700	13,045,466.00			13,045,466.00
Total				306,227,656.98
	TOTAL REVISIONS	394,842.84	12,627.11	TOTAL REVISIONS

ADOPTED BY BOARD: February 11, 2020

CERTIFIED CORRECT:   
 DISTRICT SUPERINTENDENT'S SIGNATURE

FLORIDA DEPARTMENT OF EDUCATION  
 FINANCIAL MANAGEMENT SECTION  
 RESOLUTION TO AMEND DISTRICT SCHOOL BUDGET

<b>X</b>

- GENERAL FUND
- SPEC REV/FS
- SPEC REV/OTHER
- RACE TO THE TOP
- DEBT SERVICE
- CAPITAL PROJECTS
- SELF INSURANCE
- BEACON
- HEALTH INSURANCE

SCHOOL BOARD OF BAY COUNTY

RESOLUTION NUMBER: #20

ESTIMATED REVENUE				
REV.	TOTAL REVENUE	PRESENT BUDGET	INC - DEC	REVISED BUDGET
	TRANSF. & BALANCES	11,604,560.00	0.00	<b>11,604,560.00</b>
3260	NAT'L SCHOOL LUNCH	7,025,200.00		
3265	USDA DONATED COMMODITIES	700,000.00		
3337	SCHOOL BREAKFAST	44,000.00		
3338	SCHOOL LUNCH	65,000.00		
3430	INVESTMENTS	40,000.00		
3450	FOOD SERVICE	630,500.00		
	INCREASES & DECREASES WITHIN THE BUDGET		0.00	

APPROPRIATIONS				
FUNC	PRESENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
7600				
100	211,008.58			211,008.58
200	88,565.42			88,565.42
300	7,371,299.00			7,371,299.00
400	407,840.00			407,840.00
500	836,545.00	3,685.00	3,685.00	836,545.00
600	474,635.20			474,635.20
700	302,400.00			302,400.00
2700	1,912,266.80			1,912,266.80
Total				<b>11,604,560.00</b>
	TOTAL REVISIONS	3,685.00	3,685.00	TOTAL REVISIONS

ADOPTED BY BOARD: February 11, 2020

CERTIFIED CORRECT:   
 DISTRICT SUPERINTENDENT'S SIGNATURE

FLORIDA DEPARTMENT OF EDUCATION  
 FINANCIAL MANAGEMENT SECTION  
 RESOLUTION TO AMEND DISTRICT SCHOOL BUDGET

X

GENERAL FUND  
 SPEC REV/FS  
 SPEC REV/OTHER  
 RACE TO THE TOP  
 DEBT SERVICE  
 CAPITAL PROJECTS  
 SELF INSURANCE  
 BEACON  
 HEALTH INSURANCE

SCHOOL BOARD OF BAY COUNTY

RESOLUTION NUMBER: #21

ESTIMATED REVENUE				
REV.	TOTAL REVENUE	PRESENT BUDGET	INC - DEC	REVISED BUDGET
	TRANSF. & BALANCES	23,049,130.99		<b>23,673,279.80</b>
3199	MISC FEDERAL DIRECT	1,795,917.39	25,811.30	1,821,728.69
3201	VOCATIONAL EDUC ACTS	463,077.51		463,077.51
3221	ADULT GENERAL EDUC	330,336.00		330,336.00
3226	MATH / SCIENCE PARTNER	1,419,421.06		1,419,421.06
3230	IDEA	8,348,241.56		8,348,241.56
3240	ELEM & SEC EDUC ACT	9,219,633.53	598,337.51	9,817,971.04
3290	MISC FED THROUGH STATE	1,472,503.94		1,472,503.94
	INCREASES & DECREASES WITHIN THE BUDGET		624,148.81	

APPROPRIATIONS				
FUNC	PRESENT BUDGET	INCREASE	DECREASE	REVISED BUDGET
5100	5,085,968.18	421,343.35		5,507,311.53
5200	6,106,089.17	45,536.00		6,151,625.17
5300	492,706.00			492,706.00
5400	322,981.00			322,981.00
6100	5,092,231.31	26,208.00	262.00	5,118,177.31
6200	63,545.00	18,573.66		82,118.66
6300	2,201,231.44	27,278.65		2,228,510.09
6400	2,348,539.55	49,575.00		2,398,114.55
6500	118,781.00		2,400.00	116,381.00
7100	0.00			0.00
7200	490,741.24	9,334.85		500,076.09
7300	0.00			0.00
7700	27,759.76			27,759.76
7800	159,213.95	3,150.00		162,363.95
9100	539,343.39	25,811.30		565,154.69
Total	23,049,130.99			<b>23,673,279.80</b>
	TOTAL REVISIONS	626,810.81	2,662.00	TOTAL REVISIONS

ADOPTED BY BOARD: February 11, 2020  
 CERTIFIED CORRECT:   
 DISTRICT SUPERINTENDENT'S SIGNATURE





**Statement of Revenues  
General Fund  
Month Ending December 31, 2019**

	Budget as of December 1, 2019	Proposed Amendments	Estimated Budget	Revenues	Actual Receipts	Due From Agencies
<b>Total Federal Direct</b>	\$524,000.00	\$0.00	\$524,000.00	\$110,419.77	\$110,419.77	
<b>Total Federal Through State</b>	623,865.00	0.00	623,865.00	666,141.25	666,141.25	
<b>Total State Sources</b>	133,296,814.46	95,114.00	133,391,928.46	118,847,940.42	55,996,887.42	62,851,053.00
<b>Total Local Sources</b>	80,084,020.79	71,117.73	80,155,138.52	63,797,269.86	63,797,269.86	0.00
<b>Total Revenues</b>	214,528,700.25	166,231.73	214,694,931.98	183,421,771.30	120,570,718.30	62,851,053.00
<b>Total Incoming Transfers and Non-Revenue Sources</b>	2,609,146.00	215,984.00	2,825,130.00	2,895,275.98	2,895,275.98	
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	217,137,846.25	382,215.73	217,520,061.98	186,317,047.28	123,465,994.28	62,851,053.00
<b>Fund Balance July 1, 2019</b>	88,707,595.00	0.00	88,707,595.00	88,707,595.38		0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	\$305,845,441.25	\$382,215.73	\$306,227,656.98	\$275,024,642.66	\$123,465,994.28	\$62,851,053.00

**Statement of Revenues  
Internal Service  
Self Insurance Fund  
Month Ending December 31, 2019**

	Budget as of December 1, 2019	Proposed Amendments	Estimated Budget	Revenues	Actual Receipts	Due From Agencies
<b>Total Federal Direct</b>	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total State Sources</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Local Sources</b>	5,596,585.50	0.00	5,596,585.50	1,497,610.68	1,497,610.68	0.00
	5,596,585.50	0.00	5,596,585.50	1,497,610.68	1,497,610.68	0.00
<b>Total Remittances From Others</b>	2,831,417.00	0.00	2,831,417.00	0.00	0.00	0.00
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	8,428,002.50	0.00	8,428,002.50	1,497,610.68	1,497,610.68	0.00
<b>Fund Balance July 1, 2019</b>	7,077,146.00	0.00	7,077,146.00	7,077,145.46		0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	\$15,505,148.50	\$0.00	\$15,505,148.50	\$8,574,756.14	\$1,497,610.68	\$0.00

**Statement of Revenues  
Internal Service  
Self Insurance - Group Health Fund  
Month Ending December 31, 2019**

	<b>Budget as of December 1, 2019</b>	<b>Proposed Amendments</b>	<b>Estimated Budget</b>	<b>Revenues</b>	<b>Actual Receipts</b>	<b>Due From Agencies</b>
<b>Total Federal Direct</b>	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total State Sources</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Local Sources</b>	22,159,800.00	0.00	22,159,800.00	12,012,043.78	12,012,043.78	0.00
	22,159,800.00	0.00	22,159,800.00	12,012,043.78	12,012,043.78	0.00
<b>Total Remittances From Others</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	22,159,800.00	0.00	22,159,800.00	12,012,043.78	12,012,043.78	0.00
<b>Fund Balance July 1, 2019</b>	7,626,434.00	0.00	7,626,434.00	7,626,434.35		0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	\$29,786,234.00	\$0.00	\$29,786,234.00	\$19,638,478.13	\$12,012,043.78	\$0.00

**Statement of Revenues  
Internal Service  
Beacon Learning Center  
Month Ending December 31, 2019**

	Budget as of December 1, 2019	Proposed Amendments	Estimated Budget	Revenues	Actual Receipts	Due From Agencies
<b>Total Federal Direct</b>	\$0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total State Sources</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Local Sources</b>	1,850,000.00	0.00	1,850,000.00	1,258,394.04	1,258,394.04	0.00
	1,850,000.00	0.00	1,850,000.00	1,258,394.04	1,258,394.04	0.00
<b>Total Remittances From Others</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	1,850,000.00	0.00	1,850,000.00	1,258,394.04	1,258,394.04	0.00
<b>Fund Balance July 1, 2019</b>	2,874,057.00	0.00	2,874,057.00	2,874,056.94		0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	<b>\$4,724,057.00</b>	<b>\$0.00</b>	<b>\$4,724,057.00</b>	<b>\$4,132,450.98</b>	<b>\$1,258,394.04</b>	<b>\$0.00</b>

**Statement of Revenues  
Debt Service Funds  
Month Ending December 31, 2019**

	<b>Budget as of December 1, 2019</b>	<b>Proposed Amendments</b>	<b>Estimated Budget</b>	<b>Revenues</b>	<b>Actual Receipts</b>	<b>Due From Agencies</b>
<b>Total Federal Direct</b>		0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total State Sources</b>	82,620.00	0.00	82,620.00	0.00	0.00	0.00
<b>Total Local Sources</b>	0.00	0.00	0.00	8,245.85	8,245.85	0.00
<b>Total Revenues</b>	82,620.00	0.00	82,620.00	8,245.85	8,245.85	0.00
<b>Total Other Financing Sources</b>	13,797,188.00	0.00	13,797,188.00	3,537,368.28	3,537,368.28	0.00
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	13,879,808.00	0.00	13,879,808.00	3,545,614.13	3,545,614.13	0.00
<b>Fund Balance July 1, 2019</b>	7,349.00	0.00	7,349.00	7,348.88		0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	\$13,887,157.00	\$0.00	\$13,887,157.00	\$3,552,963.01	\$3,545,614.13	\$0.00

**Statement of Revenues  
Capital Projects Funds  
Month Ending December 31, 2019**

	Budget as of December 1, 2019	Proposed Amendments	Estimated Budget	Revenues	Actual Receipts	Due From Agencies
<b>Total CO&amp;DS</b>	\$225,831.00	\$0.00	\$225,831.00	\$0.00	\$0.00	\$0.00
<b>Total PECO</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total LCI/State Grants</b>	22,063,239.00	0.00	22,063,239.00	13,690,044.49	13,690,044.49	
<b>Miscellaneous Revenue</b>	1,151,346.00	0.00	1,151,346.00	1,323,587.47	1,323,587.47	0.00
<b>1/2 Cent Sales Tax</b>	21,000,000.00	0.00	21,000,000.00	11,730,495.38	11,730,495.38	
<b>Total Revenues</b>	44,440,416.00	0.00	44,440,416.00	26,744,127.34	26,744,127.34	0.00
<b>Total Other Financing Sources</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	44,440,416.00	0.00	44,440,416.00	26,744,127.34	26,744,127.34	0.00
<b>Fund Balance July 1, 2019</b>	23,171,933.00	0.00	23,171,933.00	23,171,933.21		0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	\$67,612,349.00	\$0.00	\$67,612,349.00	\$49,916,060.55	\$26,744,127.34	\$0.00

**Statement of Revenues  
Special Revenue Funds - Other  
Month Ending December 31, 2019**

	<b>Budget as of December 1, 2019</b>	<b>Proposed Amendments</b>	<b>Estimated Budget</b>	<b>Revenues</b>
<b>Total Federal Direct</b>	\$1,795,917.39	\$25,811.30	\$1,821,728.69	\$877,879.52
<b>Total Federal Through State</b>	21,253,213.60	598,337.51	21,851,551.11	7,499,344.70
<b>Total Local Sources</b>	0.00	0.00	0.00	0.00
<b>Total Revenues</b>	23,049,130.99	624,148.81	23,673,279.80	8,377,224.22
<b>Total Other Financing Sources</b>	0.00	0.00	0.00	0.00
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	23,049,130.99	624,148.81	23,673,279.80	8,377,224.22
<b>Fund Balance July 1, 2019</b>	0.00	0.00	0.00	0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	<b>\$23,049,130.99</b>	<b>\$624,148.81</b>	<b>\$23,673,279.80</b>	<b>\$8,377,224.22</b>



**Statement of Revenues  
Special Revenue Funds - Food Service  
Month Ending December 31, 2019**

	Budget as of December 1, 2019	Proposed Amendments	Estimated Budget	Revenues	Actual Receipts	Due From Agencies
<b>Total Federal Direct</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Federal Through State</b>	7,725,200.00	0.00	7,725,200.00	6,865,345.30	3,573,872.30	3,291,473.00
<b>Total State Sources</b>	109,000.00	0.00	109,000.00	0.00	0.00	0.00
<b>Total Local Sources</b>	670,500.00	0.00	670,500.00	320,435.94	320,435.94	0.00
<b>Total Revenues</b>	8,504,700.00	0.00	8,504,700.00	7,185,781.24	3,894,308.24	3,291,473.00
<b>Total Other Financing Sources</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Estimated Revenues, Transfers, and Non-Revenue Sources</b>	8,504,700.00	0.00	8,504,700.00	7,185,781.24	3,894,308.24	3,291,473.00
<b>Fund Balance July 1, 2019</b>	3,099,860.00	0.00	3,099,860.00	3,099,859.82		0.00
<b>Total Estimated Revenue, Transfers, Receipts &amp; Balances</b>	\$11,604,560.00	\$0.00	\$11,604,560.00	\$10,285,641.06	\$3,894,308.24	\$3,291,473.00

FUND - 110 GENERAL FUND		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
5100 BASIC (FEFP K-12)								
B	1XXX	53,529,567.56	0.00	0.00	24,113,966.59	29,415,600.97	54.95	
B	2XXX	16,879,850.93	0.00	0.00	7,604,389.76	9,275,461.17	54.95	
B	3XXX	38,830,293.89	0.00	28,600.45	19,528,885.10	19,272,808.34	49.63	
B	4XXX	4,960.06	0.00	1,600.00	585.06	2,775.00	55.95	
B	5XXX	8,889,746.74	0.00	422,301.35	2,367,808.42	6,099,636.97	68.61	
B	6XXX	698,710.10	0.00	17,375.92	275,082.95	406,251.23	58.14	
B	7XXX	9,746,820.63	0.00	0.00	393,892.71	9,352,927.92	95.96	
	*	128,579,949.91	0.00	469,877.72	54,284,610.59	73,825,461.60	57.42	
5200 EXCEPTIONAL								
B	1XXX	17,245,471.56	0.00	0.00	8,400,920.82	8,844,550.74	51.29	
B	2XXX	4,989,136.80	0.00	0.00	2,752,133.03	2,237,003.77	44.84	
B	3XXX	206,884.67	0.00	6,241.27	63,633.43	137,009.97	66.23	
B	4XXX	825.00	0.00	0.00	54.83	770.17	93.35	
B	5XXX	422,886.07	0.00	745.59	33,387.71	388,752.77	91.93	
B	6XXX	24,347.73	0.00	478.00	12,506.00	11,363.73	46.67	
B	7XXX	215,956.86	0.00	0.00	88,536.15	127,420.71	59.00	
	*	23,105,508.69	0.00	7,464.86	11,351,171.97	11,746,871.86	50.84	
5300 VOCATIONAL-TECHNICAL								
B	1XXX	1,855,310.75	0.00	0.00	777,754.42	1,077,556.33	58.08	
B	2XXX	473,040.21	0.00	0.00	258,055.66	214,984.55	45.45	
B	3XXX	140,488.71	0.00	0.00	24,427.30	116,061.41	82.61	
B	4XXX	265.00	0.00	0.00	0.00	265.00	100.00	
B	5XXX	2,043,197.22	0.00	4,233.94	54,355.07	1,984,608.21	97.13	
B	6XXX	522,543.37	0.00	28,508.74	46,341.71	447,692.92	85.68	
B	7XXX	88,853.30	0.00	0.00	50,575.60	38,277.70	43.08	
	*	5,123,698.56	0.00	32,742.68	1,211,509.76	3,879,446.12	75.72	
5400 ADULT GENERAL								
B	1XXX	338,971.41	0.00	0.00	34,465.37	304,506.04	89.83	
B	2XXX	213,504.81	0.00	0.00	8,616.30	204,888.51	95.96	
B	3XXX	21,198.34	0.00	0.00	857.45	20,340.89	95.96	
B	5XXX	67,015.82	0.00	0.00	6,256.86	60,758.96	90.66	
B	6XXX	5,242.00	0.00	0.00	0.00	5,242.00	100.00	
B	7XXX	41,889.00	0.00	0.00	126.00	41,763.00	99.70	
	*	687,821.38	0.00	0.00	50,321.98	637,499.40	92.68	
5500 PREKINDERGARTEN								
B	1XXX	1,206,833.48	0.00	0.00	564,167.02	642,666.46	53.25	
B	2XXX	410,073.52	0.00	0.00	210,203.91	199,869.61	48.74	
B	3XXX	7,021.59	0.00	116.86	599.88	6,304.85	89.79	
B	5XXX	46,420.41	0.00	949.33	6,183.19	39,287.89	84.63	
B	6XXX	6,000.00	0.00	1,218.08	2,277.16	2,504.76	41.75	
B	7XXX	129,844.00	0.00	0.00	12,369.20	117,474.80	90.47	
	*	1,806,193.00	0.00	2,284.27	795,800.36	1,008,108.37	55.81	
5900 OTHER INSTRUCTION								
B	1XXX	4,597.00	0.00	0.00	0.00	4,597.00	100.00	

FUND - 110 GENERAL FUND		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
B	2XXX	530.00	0.00	0.00	0.00	530.00	100.00	
B	5XXX	4,378.00	0.00	0.00	0.00	4,378.00	100.00	
	*	9,505.00	0.00	0.00	0.00	9,505.00	100.00	
	6100 PUPIL PERSONNEL SERVICES							
B	1XXX	4,967,005.05	0.00	0.00	2,341,473.30	2,625,531.75	52.86	
B	2XXX	1,631,547.91	0.00	0.00	808,012.80	823,535.11	50.48	
B	3XXX	520,545.06	1,381.25	0.00	184,349.67	334,814.14	64.32	
B	5XXX	33,245.38	0.00	399.99	8,430.81	24,414.58	73.44	
B	6XXX	9,628.50	0.00	0.00	2,235.50	7,393.00	76.78	
B	7XXX	48,501.00	0.00	0.00	41,602.66	6,898.34	14.22	
	*	7,210,472.90	1,381.25	399.99	3,386,104.74	3,822,586.92	53.01	
	6110 Attendance and Social Wo							
B	3XXX	145,258.17	0.00	0.00	59,475.00	85,783.17	59.06	
	*	145,258.17	0.00	0.00	59,475.00	85,783.17	59.06	
	6120 GUIDANCE SERVICES							
B	1XXX	33,473.98	0.00	0.00	33,473.98	0.00	.00	
B	2XXX	6,189.39	0.00	0.00	6,189.39	0.00	.00	
B	5XXX	26,766.47	0.00	0.00	397.35	26,369.12	98.52	
B	6XXX	299.65	0.00	0.00	299.65	0.00	.00	
	*	66,729.49	0.00	0.00	40,360.37	26,369.12	39.52	
	6130 HEALTH SERVICES							
B	1XXX	126,229.00	0.00	0.00	56,986.85	69,242.15	54.85	
B	2XXX	46,551.00	0.00	0.00	22,426.12	24,124.88	51.82	
B	3XXX	20,185.23	0.00	0.00	13,514.60	6,670.63	33.05	
B	5XXX	5,442.00	0.00	0.00	3,561.10	1,880.90	34.56	
B	6XXX	33,779.47	0.00	6,698.97	0.00	27,080.50	80.17	
	*	232,186.70	0.00	6,698.97	96,488.67	128,999.06	55.56	
	6140 PSYCHOLOGICAL SERVICES							
B	3XXX	132,982.51	0.00	0.00	27,369.60	105,612.91	79.42	
B	5XXX	70.74	0.00	0.00	27.50	43.24	61.13	
B	6XXX	411.60	0.00	0.00	0.00	411.60	100.00	
	*	133,464.85	0.00	0.00	27,397.10	106,067.75	79.47	
	6150 PARENTAL INVOLVEMENT							
B	1XXX	27,118.00	0.00	0.00	7,367.57	19,750.43	72.83	
B	2XXX	16,873.00	0.00	0.00	2,594.85	14,278.15	84.62	
B	3XXX	2,859.50	0.00	0.00	522.50	2,337.00	81.73	
B	5XXX	85.00	0.00	0.00	0.00	85.00	100.00	
B	6XXX	29.00	0.00	0.00	0.00	29.00	100.00	
B	7XXX	1.00	0.00	0.00	0.00	1.00	100.00	
	*	46,965.50	0.00	0.00	10,484.92	36,480.58	77.68	
	6190 OTHER PUPIL PERSONNEL SE							

FUND - 110 GENERAL FUND		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
B	1XXX	37,069.00	0.00	0.00	0.00	37,069.00	100.00	
B	2XXX	6,792.00	0.00	0.00	0.00	6,792.00	100.00	
B	3XXX	1,300.00	0.00	0.00	0.00	1,300.00	100.00	
B	5XXX	400.00	0.00	0.00	0.00	400.00	100.00	
	*	45,561.00	0.00	0.00	0.00	45,561.00	100.00	
6200	INSTRUCTIONAL MEDIA SERV							
B	1XXX	1,638,749.89	0.00	0.00	674,865.22	963,884.67	58.82	
B	2XXX	528,677.55	0.00	0.00	220,593.08	308,084.47	58.27	
B	3XXX	54,269.49	0.00	150.00	36,233.68	17,885.81	32.96	
B	5XXX	31,322.19	0.00	892.04	4,929.35	25,500.80	81.41	
B	6XXX	273,679.52	0.00	34,028.03	29,371.15	210,280.34	76.83	
B	7XXX	21,910.42	0.00	0.00	12,774.31	9,136.11	41.70	
	*	2,548,609.06	0.00	35,070.07	978,766.79	1,534,772.20	60.22	
6300	INSTRUCTION&CURRICULUM D							
B	1XXX	2,446,413.07	0.00	0.00	1,236,143.37	1,210,269.70	49.47	
B	2XXX	753,426.43	0.00	0.00	381,136.54	372,289.89	49.41	
B	3XXX	82,925.21	0.00	324.90	30,154.25	52,446.06	63.25	
B	5XXX	107,357.20	0.00	550.00	20,836.36	85,970.84	80.08	
B	6XXX	32,676.77	0.00	0.00	25,799.48	6,877.29	21.05	
B	7XXX	7,068.00	0.00	0.00	744.35	6,323.65	89.47	
	*	3,429,866.68	0.00	874.90	1,694,814.35	1,734,177.43	50.56	
6400	INSTRUCTION STAFF TRAINI							
B	1XXX	818,723.56	0.00	0.00	425,745.02	392,978.54	48.00	
B	2XXX	229,821.56	0.00	0.00	117,260.14	112,561.42	48.98	
B	3XXX	212,207.11	1,457.11	3,457.42	115,779.85	91,512.73	43.12	
B	5XXX	781,996.00	0.00	378,576.00	393,139.53	10,280.47	1.31	
B	6XXX	558.76	0.00	0.00	558.76	0.00	.00	
B	7XXX	110,360.00	0.00	0.00	26,455.89	83,904.11	76.03	
	*	2,153,666.99	1,457.11	382,033.42	1,078,939.19	691,237.27	32.10	
6500	INSTRUCTION RELATED TO T							
B	3XXX	31.00	0.00	0.00	0.00	31.00	100.00	
B	5XXX	1,693.00	0.00	0.00	0.00	1,693.00	100.00	
B	6XXX	96.00	0.00	0.00	0.00	96.00	100.00	
	*	1,820.00	0.00	0.00	0.00	1,820.00	100.00	
7100	BOARD							
B	1XXX	222,585.00	0.00	0.00	105,726.07	116,858.93	52.50	
B	2XXX	230,646.00	0.00	0.00	94,992.60	135,653.40	58.81	
B	3XXX	476,375.00	0.00	25,325.75	127,534.38	323,514.87	67.91	
B	5XXX	5,800.00	0.00	17.50	2,451.77	3,330.73	57.43	
B	6XXX	1,200.00	0.00	0.00	0.00	1,200.00	100.00	
B	7XXX	22,500.00	0.00	0.00	11,515.11	10,984.89	48.82	
	*	959,106.00	0.00	25,343.25	342,219.93	591,542.82	61.68	
7200	GENERAL ADMINISTRATION(S							

FUND - 110 GENERAL FUND		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
B	1XXX	564,193.35	0.00	0.00	305,316.08	258,877.27	45.88	
B	2XXX	156,195.00	0.00	0.00	85,484.41	70,710.59	45.27	
B	3XXX	2,552,177.33	0.00	443,337.11	7,522.20	2,101,318.02	82.33	
B	4XXX	36.73	0.00	0.00	36.73	0.00	.00	
B	5XXX	15,388.99	0.00	0.00	1,830.32	13,558.67	88.11	
B	6XXX	3,360.00	0.00	0.00	961.08	2,398.92	71.40	
B	7XXX	25,515.00	0.00	0.00	20,366.42	5,148.58	20.18	
	*	3,316,866.40	0.00	443,337.11	421,517.24	2,452,012.05	73.93	
	7300 SCHOOL ADM (OFFICE OF TH							
B	1XXX	9,579,426.82	0.00	0.00	5,216,382.07	4,363,044.75	45.55	
B	2XXX	3,004,229.00	0.00	0.00	1,622,763.98	1,381,465.02	45.98	
B	3XXX	152,523.35	0.00	3,898.92	45,397.49	103,226.94	67.68	
B	5XXX	156,437.14	0.00	0.32	16,452.33	139,984.49	89.48	
B	6XXX	50,420.42	0.00	1,770.14	13,288.14	35,362.14	70.13	
B	7XXX	26,803.85	0.00	0.00	3,435.76	23,368.09	87.18	
	*	12,969,840.58	0.00	5,669.38	6,917,719.77	6,046,451.43	46.62	
	7400 FACILITIES ACQUISITION/C							
B	1XXX	586,795.00	0.00	0.00	270,756.25	316,038.75	53.86	
B	2XXX	207,472.00	0.00	0.00	98,118.48	109,353.52	52.71	
B	3XXX	3,516,257.73	0.00	133.29	3,288,775.46	227,348.98	6.47	
B	5XXX	4,856.00	0.00	1,100.97	442.58	3,312.45	68.21	
B	6XXX	56,327,712.53	0.00	23,647,249.52	17,725,123.07	14,955,339.94	26.55	
B	7XXX	779.00	0.00	0.00	629.00	150.00	19.26	
	*	60,643,872.26	0.00	23,648,483.78	21,383,844.84	15,611,543.64	25.74	
	7500 FISCAL SERVICES							
B	1XXX	1,143,711.58	0.00	0.00	603,431.55	540,280.03	47.24	
B	2XXX	423,332.00	0.00	0.00	217,044.48	206,287.52	48.73	
B	3XXX	124,870.78	0.00	1,499.25	39,295.34	84,076.19	67.33	
B	4XXX	7,850.00	0.00	0.00	3,535.49	4,314.51	54.96	
B	5XXX	24,737.72	0.00	100.69	8,340.17	16,296.86	65.88	
B	6XXX	1,993.28	0.00	0.00	593.28	1,400.00	70.24	
B	7XXX	17,463.00	0.00	0.00	18,847.62	1,384.62-	7.93-	
	*	1,743,958.36	0.00	1,599.94	891,087.93	851,270.49	48.81	
	7700 CENTRAL SERVICES							
B	1XXX	1,072,251.00	0.00	0.00	589,147.41	483,103.59	45.06	
B	2XXX	367,758.00	0.00	0.00	202,140.68	165,617.32	45.03	
B	3XXX	494,542.70	0.00	6,667.80	168,323.00	319,551.90	64.62	
B	4XXX	6,000.00	0.00	0.00	636.42	5,363.58	89.39	
B	5XXX	30,425.00	0.00	0.00	8,301.21	22,123.79	72.72	
B	6XXX	3,980.00	0.00	0.00	955.05	3,024.95	76.00	
B	7XXX	27,855.00	0.00	0.00	7,440.98	20,414.02	73.29	
	*	2,002,811.70	0.00	6,667.80	976,944.75	1,019,199.15	50.89	
	7730 STAFF SERVICES							
B	1XXX	0.00	0.00	0.00	2,168.26-	2,168.26	.00	
B	2XXX	132.22	0.00	0.00	196.95	64.73-	48.96-	

FUND - 110 GENERAL FUND		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM	
B 5XXX	50.00	0.00	0.00	7.57	42.43	84.86	
*	182.22	0.00	0.00	1,963.74-	2,145.96	177.68	
7800 PUPIL TRANSPORTATION SER							
B 1XXX	3,498,816.19	0.00	0.00	1,868,624.98	1,630,191.21	46.59	
B 2XXX	2,062,073.00	0.00	0.00	1,119,618.78	942,454.22	45.70	
B 3XXX	1,240,937.97	0.00	19,663.39	285,329.90	935,944.68	75.42	
B 4XXX	589,500.00	0.00	12,881.06	297,781.44	278,837.50	47.30	
B 5XXX	444,889.40	0.00	39,934.44	236,318.07	168,636.89	37.91	
B 6XXX	22,626.00	0.00	0.00	2,116.35	20,509.65	90.65	
B 7XXX	368,975.00	0.00	0.00	18,428.50	350,546.50	95.01	
*	8,227,817.56	0.00	72,478.89	3,828,218.02	4,327,120.65	52.59	
7900 OPERATION OF PLANT							
B 1XXX	3,323,232.72	0.00	0.00	1,821,543.07	1,501,689.65	45.19	
B 2XXX	2,111,922.99	0.00	0.00	801,594.55	1,310,328.44	62.04	
B 3XXX	4,203,106.97	0.00	98,663.59	1,120,768.99	2,983,674.39	70.99	
B 4XXX	7,369,393.51	0.00	0.00	3,689,259.10	3,680,134.41	49.94	
B 5XXX	625,638.18	246.53	10,173.03	207,547.58	407,671.04	65.16	
B 6XXX	87,194.13	0.00	4,107.36	55,605.40	27,481.37	31.52	
B 7XXX	45,378.75	0.00	0.00	19,861.08	25,517.67	56.23	
*	17,765,867.25	246.53	112,943.98	7,716,179.77	9,936,496.97	55.93	
8100 MAINTENANCE OF PLANT							
B 1XXX	2,369,625.42	0.00	0.00	1,305,891.44	1,063,733.98	44.89	
B 2XXX	1,299,710.66	0.00	0.00	636,281.30	663,429.36	51.04	
B 3XXX	240,035.00	298.73	4,134.80	114,140.61	121,460.86	50.60	
B 4XXX	176,779.00	2,193.57	3,200.00	50,204.67	121,180.76	68.55	
B 5XXX	762,866.24	0.00	90,562.92	367,578.97	304,724.35	39.94	
B 6XXX	155,125.00	0.00	569.69	65,512.83	89,042.48	57.40	
B 7XXX	6,900.00	0.00	420.00	1,093.65	5,386.35	78.06	
*	5,011,041.32	2,492.30	98,887.41	2,540,703.47	2,368,958.14	47.27	
8200 ADMINISTRATIVE TECHNOLOG							
B 1XXX	1,860,964.34	0.00	0.00	981,713.46	879,250.88	47.25	
B 2XXX	563,527.00	0.00	0.00	296,942.87	266,584.13	47.31	
B 3XXX	848,184.54	0.00	149,297.43	219,103.47	479,783.64	56.57	
B 4XXX	1,000.00	0.00	0.00	0.00	1,000.00	100.00	
B 5XXX	16,624.00	0.00	0.00	2,742.99	13,881.01	83.50	
B 6XXX	11,717.46	0.00	0.00	6,815.50	4,901.96	41.83	
B 7XXX	1,500.00	0.00	0.00	59.00	1,441.00	96.07	
*	3,303,517.34	0.00	149,297.43	1,507,377.29	1,646,842.62	49.85	
9100 COMMUNITY SERVICES							
B 1XXX	1,108,751.00	0.00	0.00	568,891.03	539,859.97	48.69	
B 2XXX	356,815.00	0.00	0.00	197,407.44	159,407.56	44.68	
B 3XXX	43,915.00	0.00	193.58	20,877.76	22,843.66	52.02	
B 5XXX	70,511.00	0.00	0.00	11,712.97	58,798.03	83.39	
B 6XXX	61,579.00	0.00	0.00	4,097.38	57,481.62	93.35	
B 7XXX	268,461.11	0.00	700.00	97,451.21	170,309.90	63.44	

BUDGET STATUS SUMMARY  
 FB156- Budget Status Summary FINANCIALS

FUND - 110 GENERAL FUND		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
	*	1,910,032.11	0.00	893.58	900,437.79	1,008,700.74		52.81
B	9700 TRANSFER OF FUNDS 9XXX	0.00	0.00	83,682.74	0.00	83,682.74-		.00
	*	0.00	0.00	83,682.74	0.00	83,682.74-		.00
	* *	293,182,190.98	5,577.19	25,586,732.17	122,490,532.85	145,099,348.77		49.49

BUDGET STATUS SUMMARY  
 FB156- Budget Status Summary FINANCIALS

FUND - 210 SBE & COBI BONDS		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
	9200 DEBT SERVICES						
B	7XXX	82,620.00	0.00	0.00	0.00	82,620.00	100.00
	*	82,620.00	0.00	0.00	0.00	82,620.00	100.00
	* *	82,620.00	0.00	0.00	0.00	82,620.00	100.00



FUND - 290 OTHER DEBT SERVICE

		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
	9200 DEBT SERVICES						
B	7XXX	13,797,188.00	0.00	0.00	3,537,368.28	10,259,819.72	74.36
	*	13,797,188.00	0.00	0.00	3,537,368.28	10,259,819.72	74.36
	* *	13,797,188.00	0.00	0.00	3,537,368.28	10,259,819.72	74.36

BUDGET STATUS SUMMARY  
 FB156- Budget Status Summary FINANCIALS

FUND - 340 PUBLIC EDUC CAPITAL OUTLAY		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
B	7400 FACILITIES ACQUISITION/C 6XXX	303,348.00	0.00	13,875.00	19,441.59	270,031.41	89.02
	*	303,348.00	0.00	13,875.00	19,441.59	270,031.41	89.02
B	9700 TRANSFER OF FUNDS 9XXX	1,064,886.00	0.00	0.00	1,064,886.00	0.00	.00
	*	1,064,886.00	0.00	0.00	1,064,886.00	0.00	.00
	* *	1,368,234.00	0.00	13,875.00	1,084,327.59	270,031.41	19.74

FUND - 360 CAPITAL OUTL DEBT SVC (CO&DS)		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
B	7400 FACILITIES ACQUISITION/C 6XXX	1,582,606.00	0.00	261,191.61	161,561.32	1,159,853.07	73.29
	*	1,582,606.00	0.00	261,191.61	161,561.32	1,159,853.07	73.29
	* *	1,582,606.00	0.00	261,191.61	161,561.32	1,159,853.07	73.29

FUND - 370 CAPITAL IMPROVEMENT - TAX LEVI		PRD-00 BEGINNING			PRD-06 DECEMBER 2019			
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM	
B	7400 6XXX	FACILITIES ACQUISITION/C	12,636,727.00	0.00	2,498,772.16	3,765,752.00	6,372,202.84	50.43
		*	12,636,727.00	0.00	2,498,772.16	3,765,752.00	6,372,202.84	50.43
B	9700 9XXX	TRANSFER OF FUNDS	13,239,881.00	0.00	0.00	964,005.03	12,275,875.97	92.72
		*	13,239,881.00	0.00	0.00	964,005.03	12,275,875.97	92.72
		* *	25,876,608.00	0.00	2,498,772.16	4,729,757.03	18,648,078.81	72.07

BUDGET STATUS SUMMARY  
 FB156- Budget Status Summary FINANCIALS

FUND - 390 OTHER CAPITAL PROJECTS		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
B	7400 FACILITIES ACQUISITION/C 6XXX	33,635,933.00	0.00	19,145,148.03	4,723,782.19	9,767,002.78	29.04
	*	33,635,933.00	0.00	19,145,148.03	4,723,782.19	9,767,002.78	29.04
B	9700 TRANSFER OF FUNDS 9XXX	5,148,968.00	0.00	0.00	2,573,363.25	2,575,604.75	50.02
	*	5,148,968.00	0.00	0.00	2,573,363.25	2,575,604.75	50.02
	* *	38,784,901.00	0.00	19,145,148.03	7,297,145.44	12,342,607.53	31.82

FUND - 410 SPECIAL REVENUE/FOOD SERVICE		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY FUNC.OBRV		BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
7600	FOOD SERVICES						
B	1XXX	211,008.58	0.00	0.00	150,827.26	60,181.32	28.52
B	2XXX	88,565.42	0.00	0.00	60,259.92	28,305.50	31.96
B	3XXX	7,371,299.00	115.19	118,808.20	2,914,276.93	4,338,098.68	58.85
B	4XXX	407,840.00	0.00	0.00	8,890.46	398,949.54	97.82
B	5XXX	836,545.00	0.00	0.00	352,452.56	484,092.44	57.87
B	6XXX	474,635.20	0.00	106,926.60	267,293.69	100,414.91	21.16
B	7XXX	302,400.00	0.00	0.00	855.51	301,544.49	99.72
	*	9,692,293.20	115.19	225,734.80	3,754,856.33	5,711,586.88	58.93
7900	OPERATION OF PLANT						
B	1XXX	0.00	0.00	0.00	610.34	610.34-	.00
B	2XXX	0.00	0.00	0.00	166.27	166.27-	.00
	*	0.00	0.00	0.00	776.61	776.61-	.00
9700	TRANSFER OF FUNDS						
B	9XXX	0.00	0.00	74,449.49	0.00	74,449.49-	.00
	*	0.00	0.00	74,449.49	0.00	74,449.49-	.00
	* *	9,692,293.20	115.19	300,184.29	3,755,632.94	5,636,360.78	58.15

FUND - 420 SPECIAL REVENUE/OTHER		PRD-00 BEGINNING			PRD-06	DECEMBER	2019
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
	<b>5100 BASIC (FEFP K-12)</b>						
B	1XXX	3,415,197.00	0.00	0.00	1,313,895.03	2,101,301.97	61.53
B	2XXX	884,742.85	0.00	0.00	324,747.14	559,995.71	63.29
B	3XXX	553,934.49	0.00	79,023.19	168,966.23	305,945.07	55.23
B	5XXX	448,281.38	0.00	189.96	244,191.70	203,899.72	45.48
B	6XXX	186,484.81	0.00	0.00	90,499.09	95,985.72	51.47
B	7XXX	18,671.00	0.00	0.00	8,189.68	10,481.32	56.14
	*	5,507,311.53	0.00	79,213.15	2,150,488.87	3,277,609.51	59.51
	<b>5200 EXCEPTIONAL</b>						
B	1XXX	3,507,093.86	0.00	0.00	1,230,993.07	2,276,100.79	64.90
B	2XXX	1,306,414.52	0.00	0.00	457,605.05	848,809.47	64.97
B	3XXX	482,614.37	0.00	13,630.17	113,199.97	355,784.23	73.72
B	5XXX	415,078.92	0.00	1,965.22	30,872.88	382,240.82	92.09
B	6XXX	194,141.00	0.00	10,120.66	27,224.55	156,795.79	80.76
B	7XXX	246,282.50	0.00	0.00	50,243.02	196,039.48	79.60
	*	6,151,625.17	0.00	25,716.05	1,910,138.54	4,215,770.58	68.53
	<b>5300 VOCATIONAL-TECHNICAL</b>						
B	1XXX	47,815.00	0.00	0.00	16,227.92	31,587.08	66.06
B	2XXX	14,358.00	0.00	0.00	6,653.18	7,704.82	53.66
B	3XXX	151,100.00	0.00	122.00	105,480.00	45,498.00	30.11
B	5XXX	55,565.00	0.00	0.00	0.00	55,565.00	100.00
B	6XXX	223,043.00	0.00	155,221.41	6,369.95	61,451.64	27.55
B	7XXX	825.00	0.00	0.00	709.40	115.60	14.01
	*	492,706.00	0.00	155,343.41	135,440.45	201,922.14	40.98
	<b>5400 ADULT GENERAL</b>						
B	1XXX	176,000.00	0.00	0.00	60,306.77	115,693.23	65.73
B	2XXX	57,005.00	0.00	0.00	25,074.92	31,930.08	56.01
B	5XXX	63,750.00	0.00	0.00	0.00	63,750.00	100.00
B	6XXX	25,226.00	0.00	0.00	0.00	25,226.00	100.00
B	7XXX	1,000.00	0.00	0.00	283.68	716.32	71.63
	*	322,981.00	0.00	0.00	85,665.37	237,315.63	73.48
	<b>6100 PUPIL PERSONNEL SERVICES</b>						
B	1XXX	79,883.00	0.00	0.00	33,494.90	46,388.10	58.07
B	2XXX	29,709.00	0.00	0.00	13,137.31	16,571.69	55.78
B	3XXX	199,125.00	3,155.00	0.00	66,425.14	129,544.86	65.06
	*	308,717.00	3,155.00	0.00	113,057.35	192,504.65	62.36
	<b>6110 Attendance and Social Wo</b>						
B	1XXX	570,054.94	0.00	0.00	199,862.67	370,192.27	64.94
B	2XXX	200,477.19	0.00	0.00	72,411.34	128,065.85	63.88
B	3XXX	7,980.00	0.00	0.00	609.44	7,370.56	92.36
B	5XXX	200.00	0.00	0.00	0.00	200.00	100.00
B	6XXX	960.00	0.00	0.00	960.00	0.00	.00
	*	779,672.13	0.00	0.00	273,843.45	505,828.68	64.88
	<b>6120 GUIDANCE SERVICES</b>						

FUND - 420 SPECIAL REVENUE/OTHER		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
B	1XXX	775,294.14	0.00	0.00	315,707.74	459,586.40	59.28	
B	2XXX	223,256.48	0.00	0.00	89,429.24	133,827.24	59.94	
B	3XXX	34,040.00	0.00	244.47	1,524.18	32,271.35	94.80	
B	5XXX	200.00	0.00	0.00	0.00	200.00	100.00	
	*	1,032,790.62	0.00	244.47	406,661.16	625,884.99	60.60	
6130	HEALTH SERVICES							
B	1XXX	1,364,664.17	0.00	0.00	399,513.36	965,150.81	70.72	
B	2XXX	318,829.74	0.00	0.00	102,541.17	216,288.57	67.84	
B	3XXX	167,154.70	0.00	6,742.63	5,730.27	154,681.80	92.54	
B	5XXX	700.00	0.00	0.00	0.00	700.00	100.00	
B	6XXX	2,980.00	0.00	0.00	2,880.00	100.00	3.36	
B	7XXX	1,057.39	0.00	0.00	229.56	827.83	78.29	
	*	1,855,386.00	0.00	6,742.63	510,894.36	1,337,749.01	72.10	
6150	PARENTAL INVOLVEMENT							
B	1XXX	296,310.74	0.00	0.00	131,815.03	164,495.71	55.51	
B	2XXX	82,803.37	0.00	0.00	33,305.81	49,497.56	59.78	
B	3XXX	58,571.14	0.00	2,965.64	16,421.63	39,183.87	66.90	
B	4XXX	600.00	0.00	0.00	151.71	448.29	74.72	
B	5XXX	102,507.56	0.00	0.00	15,172.26	87,335.30	85.20	
B	6XXX	4,883.00	0.00	0.00	2,482.90	2,400.10	49.15	
B	7XXX	14,060.00	0.00	0.00	4,106.75	9,953.25	70.79	
	*	559,735.81	0.00	2,965.64	203,456.09	353,314.08	63.12	
6190	OTHER PUPIL PERSONNEL SE							
B	1XXX	423,128.87	0.00	0.00	176,562.79	246,566.08	58.27	
B	2XXX	153,497.88	0.00	0.00	61,934.01	91,563.87	59.65	
B	3XXX	1,500.00	0.00	0.00	0.00	1,500.00	100.00	
B	5XXX	1,829.00	0.00	0.00	0.00	1,829.00	100.00	
B	6XXX	1,920.00	0.00	0.00	960.00	960.00	50.00	
	*	581,875.75	0.00	0.00	239,456.80	342,418.95	58.85	
6200	INSTRUCTIONAL MEDIA SERV							
B	1XXX	45,320.00	0.00	0.00	17,606.66	27,713.34	61.15	
B	2XXX	16,225.00	0.00	0.00	5,669.27	10,555.73	65.06	
B	6XXX	20,573.66	0.00	0.00	0.00	20,573.66	100.00	
	*	82,118.66	0.00	0.00	23,275.93	58,842.73	71.66	
6300	INSTRUCTION&CURRICULUM D							
B	1XXX	1,484,509.50	0.00	0.00	593,447.78	891,061.72	60.02	
B	2XXX	494,554.62	0.00	0.00	208,720.57	285,834.05	57.80	
B	3XXX	185,240.00	0.00	125.63	56,765.28	128,349.09	69.29	
B	5XXX	37,005.97	0.00	797.89	4,230.36	31,977.72	86.41	
B	6XXX	27,200.00	0.00	885.07	1,062.95	25,251.98	92.84	
	*	2,228,510.09	0.00	1,808.59	864,226.94	1,362,474.56	61.14	
6400	INSTRUCTION STAFF TRAINI							
B	1XXX	772,643.20	0.00	0.00	255,994.32	516,648.88	66.87	



FUND - 420 SPECIAL REVENUE/OTHER		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
B	2XXX	164,003.87	0.00	0.00	63,624.76	100,379.11	61.21	
B	3XXX	1,219,375.93	4,838.50	33,609.65	282,150.19	898,777.59	73.71	
B	5XXX	87,676.13	0.00	0.00	20,753.28	66,922.85	76.33	
B	6XXX	12,340.00	0.00	0.00	3,840.00	8,500.00	68.88	
B	7XXX	142,075.42	0.00	750.00	67,111.47	74,213.95	52.24	
	*	2,398,114.55	4,838.50	34,359.65	693,474.02	1,665,442.38	69.45	
	6500 INSTRUCTION RELATED TO T							
B	1XXX	91,129.00	0.00	0.00	43,606.69	47,522.31	52.15	
B	2XXX	24,972.00	0.00	0.00	11,021.53	13,950.47	55.86	
B	3XXX	200.00	0.00	0.00	200.00	0.00	.00	
B	7XXX	80.00	0.00	0.00	0.00	80.00	100.00	
	*	116,381.00	0.00	0.00	54,828.22	61,552.78	52.89	
	7200 GENERAL ADMINISTRATION(S)							
B	7XXX	500,076.09	0.00	0.00	135,422.65	364,653.44	72.92	
	*	500,076.09	0.00	0.00	135,422.65	364,653.44	72.92	
	7730 STAFF SERVICES							
B	1XXX	20,000.00	0.00	0.00	8,210.00	11,790.00	58.95	
B	2XXX	2,759.76	0.00	0.00	752.15	2,007.61	72.75	
B	3XXX	800.00	0.00	0.00	0.00	800.00	100.00	
B	5XXX	200.00	0.00	0.00	405.07	205.07	102.54	
B	7XXX	4,000.00	0.00	0.00	309.96	3,690.04	92.25	
	*	27,759.76	0.00	0.00	9,677.18	18,082.58	65.14	
	7800 PUPIL TRANSPORTATION SER							
B	3XXX	54,131.05	0.00	0.00	2,791.45	51,339.60	94.84	
B	4XXX	750.00	0.00	0.00	66.80	683.20	91.09	
B	5XXX	3,600.00	0.00	0.00	0.00	3,600.00	100.00	
B	7XXX	103,882.90	0.00	270.50	913.90	102,698.50	98.86	
	*	162,363.95	0.00	270.50	3,772.15	158,321.30	97.51	
	9100 COMMUNITY SERVICES							
B	5XXX	1,710.00	0.00	0.00	0.00	1,710.00	100.00	
B	7XXX	563,444.69	0.00	0.00	563,444.69	0.00	.00	
	*	565,154.69	0.00	0.00	563,444.69	1,710.00	.30	
	* *	23,673,279.80	7,993.50	306,664.09	8,377,224.22	14,981,397.99	63.28	

FUND - 710 INTRL SVC SELF INSURANCE		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY FUNC.OBRV		BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
7700	CENTRAL SERVICES						
B	1XXX	321,912.00	0.00	0.00	153,914.59	167,997.41	52.19
B	2XXX	115,495.00	0.00	0.00	59,396.80	56,098.20	48.57
B	3XXX	4,444,220.00	0.00	15,579.73	681,659.10	3,746,981.17	84.31
B	5XXX	8,100.00	0.00	0.00	446.19	7,653.81	94.49
B	6XXX	27,100.00	0.00	0.00	0.00	27,100.00	100.00
B	7XXX	3,282,126.50	0.00	0.00	1,370,538.05	1,911,588.45	58.24
	*	8,198,953.50	0.00	15,579.73	2,265,954.73	5,917,419.04	72.17
	* *	8,198,953.50	0.00	15,579.73	2,265,954.73	5,917,419.04	72.17

BUDGET STATUS SUMMARY  
 FB156- Budget Status Summary FINANCIALS

FUND - 712 SELF INS-GROUP HEALTH

		PRD-00 BEGINNING			PRD-06 DECEMBER 2019		
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
	7700	CENTRAL SERVICES					
B	3XXX	4,051,000.00	0.00	0.00	1,774,359.67	2,276,640.33	56.20
B	5XXX	500.00	0.00	0.00	252.19	247.81	49.56
B	7XXX	18,026,000.00	0.00	0.00	2,072,617.86	15,953,382.14	88.50
	*	22,077,500.00	0.00	0.00	3,847,229.72	18,230,270.28	82.57
	* *	22,077,500.00	0.00	0.00	3,847,229.72	18,230,270.28	82.57

FUND - 910 BEACON LEARNING CENTER

		PRD-00 BEGINNING			PRD-06	DECEMBER	2019	
TY	FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	%	REM
	6400	INSTRUCTION STAFF TRAINI						
B	1XXX	42,000.00	0.00	0.00	51,435.00	9,435.00-	22.46-	
B	2XXX	7,400.00	0.00	0.00	9,317.35	1,917.35-	25.91-	
B	3XXX	499,601.00	0.00	472.00	225,224.63	273,904.37	54.82	
B	5XXX	18,700.00	0.00	0.00	7,258.75	11,441.25	61.18	
B	6XXX	13,893.00	0.00	56.99	718.50	13,117.51	94.42	
B	7XXX	70,000.00	0.00	0.00	15,629.19	54,370.81	77.67	
	*	651,594.00	0.00	528.99	309,583.42	341,481.59	52.41	
	7700	CENTRAL SERVICES						
B	1XXX	826,438.00	0.00	0.00	420,588.10	405,849.90	49.11	
B	2XXX	239,090.00	0.00	0.00	116,888.73	122,201.27	51.11	
	*	1,065,528.00	0.00	0.00	537,476.83	528,051.17	49.56	
	* *	1,717,122.00	0.00	528.99	847,060.25	869,532.76	50.64	

TY FUNC.OBRV	BUDGET	COMMITTED	ENCUMBERED	EXPENDED	AVAILABLE	% REM
REQUEST 006 TOTAL	440,033,496.48	13,685.88	48,128,676.07	158,393,794.37	233,497,340.16	53.06



**BAY COUNTY SCHOOL BOARD  
FEBRUARY 11, 2020 BOARD MEETING  
INSTRUCTIONAL PERSONNEL RECOMMENDATIONS**

**REQUEST TO ENTER INTO AN INSTRUCTIONAL CONTRACT WITH THE FOLLOWING PERSONNEL**

<b><u>NAME</u></b>	<b><u>COST CENTER</u></b>	<b><u>DEG</u></b>	<b><u>CERTIFICATION</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>BEG DATE</u></b>	<b><u>END DATE</u></b>
Holt, William	Beach	BA	Elem Ed/History/Political Sci/Sociology/ESE	ESE	01-23-2020	05-29-2020
Caldwell, Michael	Cedar Grove	BA	Elem Ed	3rd Grade	01-24-2020	05-29-2020
Robbins, Sarah	Surfside	BA	Elem Ed/MG English/ESOL/Reading	ELA	01-30-2020	05-29-2020
Miller, Charles	Rutherford	NA	NA	ROTC	01-30-2020	05-29-2020
Fowler, Rebecca	Deer Point	BA	Social Sci	Intervention	01-16-2020	05-29-2020
Winn, Shane	Haney	NA	CTE	Aviation	01-29-2020	05-29-2020
McDavid, Lisa	Tyndall	MA	Elem Ed	3rd Grade	02-06-2020	05-29-2020
Best, Tasha	Bozeman	BA	Psychology	Science	01-16-2020	05-29-2020

**REQUEST TO ENTER INTO AN ADMINISTRATIVE CONTRACT**

Laidler, Elena	Payroll	NA	NA	Employee Benefits Manager	02-12-2020	06-30-2020
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**REQUEST FOR ADMINISTRATIVE TRANSFER**

Wroblewski, Cheri	Student Services	MA	Elem Ed/ESOL/Math/Reading/Gifted/ESE	Safety Assess&Intervention Coord.	02-12-2020	06-30-2020
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**REQUEST FOR FAMILY MEDICAL LEAVE**

Logan, Lawrence	Rutherford	BA	MGIC/ESE	ESE	01-30-2020	04-29-2020
South, Jaklyn	Rutherford	BA	Math/ESE	ESE	02-13-2020	05-13-2020
Ruthven, Amanda	Bozeman	BA	MGIC	Social Studies	04-13-2020	05-27-2020

**REQUEST FOR EXTENDED LEAVE OF ABSENCE**

Fowler, Amanda	Mosley	MA	Math/MGIC	Math	02-05-2020	03-20-2020
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**RESIGNATION**

Caraballo, Evaliz	Bay	MA	Spanish	Foreign Language		01-31-2020
Kelly, Hannah	Northside	MA	Elem Ed	Kindergarten		02-28-2020
Davis, Somer	Bozeman	MA	Math	Math		02-21-2020

**TERMINATION**

<b><u>NAME</u></b>	<b><u>COST CENTER</u></b>	<b><u>DEG</u></b>	<b><u>CERTIFICATION</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>BEG DATE</u></b>	<b><u>END DATE</u></b>
Holt, William	Beach	BA	Elem Ed/History/Political Sci/Sociology/ESE	ESE		02-11-2020

**REQUEST TO ENTER DROP**

Carter, Michael	Transportation	MA	Elem Ed/MGIC/PE	Director of Transportation	04-01-2020	03-31-2025
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**RETIREMENT**

Lindsey, Tobi	Deer Point	BA	Elem Ed/ESOL	4th Grade		01-31-2020
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**REINSTATEMENT OF LEAVE**

<b><u>NAME</u></b>	<b><u>COST CENTER</u></b>	<b><u>DEG</u></b>	<b><u>CERTIFICATION</u></b>	<b><u>HOURS</u></b>	<b><u>BEG DATE</u></b>	<b><u>END DATE</u></b>
Taws, Bruce	Mosley	BA	English/Middle Grades	07.50 SK	01-14-2020	01-14-2020
Meyer-Pemble, Andrea	Bay Base	NA	NA	12.00 SK	01-16-2020	01-17-2020



**BAY DISTRICT SCHOOL BOARD  
FEBUARY 11, 2020 BOARD MEETING  
SUPPORT PERSONNEL RECOMMENDATIONS**

**REQUEST TO ENTER INTO AN SUPPORT CONTRACT WITH THE FOLLOWING PERSONNEL**

<b><u>NAME</u></b>	<b><u>COST CENTER</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>F-TIME</u></b>	<b><u>P-TIME</u></b>	<b><u>TEMP</u></b>	<b><u>BEG DATE</u></b>	<b><u>END DATE</u></b>
Rogers, Brittany	Cedar Grove	Paraprofessional		X		02-03-2020	05-27-2020
Gray, Barbara	Callaway	Maid		X		02-03-2020	05-27-2020
Adams, Virginia	Lucille Moore	Paraprofessional		X		02-03-2020	05-27-2020
Sharby, Jennifer	Hiland Park	Paraprofessional		X		01-07-2020	05-27-2020
Wiles, Charles	Lynn Haven	Paraprofessional		X		02-03-2020	05-27-2020
King, Angela	Surfside	Paraprofessional		X		01-24-2020	05-27-2020
Rowlee, Deborah	Surfside	Paraprofessional		X		01-27-2020	05-27-2020
Singleton, Ina	St. Andrew	Paraprofessional		X		02-03-2020	05-27-2020
Emfinger, Patricia	Waller	Parent Liaison		X		01-30-2020	05-27-2020
Slesser, Brandon	M.K. Lewis	Paraprofessional	X			02-06-2020	05-27-2020
Brogdon, Ellis	Rutherford	Paraprofessional		X		01-23-2020	05-27-2020
Morgan, Cheryl	Rutherford	Paraprofessional		X		01-23-2020	05-27-2020
Fercho, Katie	Deer Point	Paraprofessional		X		02-03-2020	05-27-2020
Oliver, Yolanda	Deer Point	Paraprofessional		X		01-27-2020	05-27-2020
Garred, Thomas	Northside	Paraprofessional		X		02-10-2020	05-27-2020
Grant, Laura	Northside	Behavior Paraprofessional	X			02-10-2020	05-27-2020
Mashburn, Renee	Northside	Paraprofessional		X		01-27-2020	05-27-2020
Williams, Jerome	Tommy Smith	Custodian III			X	01-30-2020	06-25-2020
Motts, Melissa	Breakfast Point	Paraprofessional		X		01-24-2020	05-27-2020
Blue, Zaire	Bay Base	Community Aide		X		01-24-2020	05-27-2020
Wadsworth, Brandy	Bay Base	Activity Leader		X		01-23-2020	06-30-2020
Wasmer, Jennifer	Bay Base	Activity Leader		X		02-10-2020	06-30-2020
Ceravolo, Hannah	Student Services	Instructional Specialist Assistant	X			02-03-2020	06-30-2020
Bowes, Angela	Homeless/Therapy & Diagnostic	Parent Liaison	X			02-04-2020	05-27-2020
Dempster, Karlene	Homeless/Therapy & Diagnostic	Parent Liaison	X			01-23-2020	05-27-2020
Zapata-Bonet, Rebecca	Homeless/Therapy & Diagnostic	Parent Liaison	X			02-10-2020	05-27-2020
Blaich, Stephen	Transportation	Bus Driver	X			01-29-2020	05-27-2020
Parker, Sue	Transportation	Bus Driver	X			01-27-2020	05-27-2020
Taif, Mounir	Transportation	Bus Paraprofessional	X			01-28-2020	05-27-2020
Alderman, Danyell	Operations/Safety & Security	District Police Officer	X			02-03-2020	05-27-2020
Cruise, Dennis	Maintenance	HVAC Refrigeration Mechanic	X			02-24-2020	06-30-2020
Peterson, Jeffrey	Maintenance	Semi-Skilled Craftsman	X			01-27-2020	06-30-2020

**REQUEST FOR TRANSFER**

<b>NAME</b>	<b>COST CENTER</b>	<b>ASSIGNMENT</b>	<b>F-TIME</b>	<b>P-TIME</b>	<b>TEMP</b>	<b>BEG DATE</b>	<b>END DATE</b>
Smith, Jennifer	From: Arnold To: New Horizons	Admin. Secretary	X			02-12-2020	06-30-2020

**REQUEST FOR FAMILY MEDICAL LEAVE**

Flores, Jacinto	Northside	Custodian II	X			02-10-2020	05-27-2020
Broxton, Teretha	Transportation	Bus Paraprofessional	X			02-04-2020	05-04-2020
Grantham, Tracy	Maintenance	Electrician	X			01-24-2020	04-23-2020

**RESIGNATION**

Austill, Joy	Merritt Brown	Paraprofessional	X				01-31-2020
Singleton, Ina	Beach	Paraprofessional		X			01-31-2020
Holmes, Nina	Cedar Grove	Paraprofessional		X			01-28-2020
Jackson, Barbara	Callaway	Maid		X			01-17-2020
Sanchez, Tani	Cherry Street	Paraprofessional		X			02-12-2020
Sharby, Jennifer	Hiland Park	Behavior Paraprofessional		X			12-20-2020
Smith, Candie	Jinks	Paraprofessional		X			01-24-2020
Manning, Ember	Surfside	Paraprofessional		X			12-20-2019
Rowlee, Deborah	Surfside	Paraprofessional		X			01-31-2020
Krisko, Hannah	Southport	Paraprofessional		X			01-24-2020
Haire, Taylor	Mowat	Parent Liaison	X				02-14-2020
Coram, Jennifer	Northside	Paraprofessional		X			02-07-2020
Goosey, Jeremy	Tommy Smith	Custodian III		X			01-17-2020
Butler, Neva	Bozeman	Paraprofessional		X			02-04-2020
Lieurance, Roxanne	Bozeman	Paraprofessional		X			02-03-2020
Brooks, Hallie	Breakfast Point	Paraprofessional		X			02-21-2020
Lutz, Jordanna	Breakfast Point	Custodian III		X			02-03-2020
Laidler, Elena	Payroll	Benefits Specialists	X				02-11-2020
Smith, Kyla	Bay Base	Community Aide		X			01-24-2020
Wasmer, Jennifer	Bay Base	Community Aide		X			02-07-2020
Alderman, Danyell	Operations/Safety & Security	District Police Officer			X		01-31-2020
Ryan, Patricia	Operations/Safety & Security	District Police Officer	X				01-28-2020

**TERMINATION**

<u>NAME</u>	<u>COST CENTER</u>	<u>ASSIGNMENT</u>	<u>F-TIME</u>	<u>P-TIME</u>	<u>TEMP</u>	<u>BEG DATE</u>	<u>END DATE</u>
Poucher, Willis	M.K. Lewis	Paraprofessional		X			02-11-2020
Koppleman, Susan	Tyndall	Behavior Paraprofessional		X			02-11-2020
Youngblood, Barbara	Bay Base	Activity Leader		X			02-11-2020

**REQUEST TO ENTER DROP**

<u>NAME</u>	<u>COST CENTER</u>	<u>ASSIGNMENT</u>	<u>F-TIME</u>	<u>P-TIME</u>	<u>TEMP</u>	<u>BEG DATE</u>	<u>END DATE</u>
Certalich, Beverly	Merritt Brown	Paraprofessional	X			04-01-2020	03-31-2025
Brown, Curtis	Rosenwald	Head Custodian I	X			03-01-2020	02-28-2025
Scurlock, Sandra	Rosenwald	Clerk I	X			04-01-2020	03-31-2025
Davis, Michael	Maintenance	Turf/Irrigation Specialist	X			04-01-2020	03-31-2025

**DROP TERMINATION**

<u>NAME</u>	<u>COST CENTER</u>	<u>ASSIGNMENT</u>	<u>F-TIME</u>	<u>P-TIME</u>	<u>TEMP</u>	<u>BEG DATE</u>	<u>END DATE</u>
Harrison, Rebecca	Cedar Grove	Paraprofessional	X				05-27-2020

**LEAVE REINSTATEMENT**

<u>NAME</u>	<u>COST CENTER</u>	<u>ASSIGNMENT</u>	<u>F-TIME</u>	<u>P-TIME</u>	<u>HOURS</u>	<u>BEG DATE</u>	<u>END DATE</u>
Johnson, Debra	Operational Suport Services	Asst. to Operations Support Director	X		02.00 SK	01-17-2020	01-17-2020
Woodford, Steven	Maintenace	HVAC Helper	X		05.00 SK	01-07-2020	01-16-2020

WILLIAM V. HUSFELT, SECRETARY AND SUPERINTENDENT  
BAY COUNTY SCHOOL DISTRICT

STEVEN T. MOSS, CHAIRMAN  
BAY COUNTY SCHOOL DISTRICT



WILLIAM V. HUSFELT III  
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

February 11, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent

FROM: Shirley Baker, Executive Director  
Human Resources & Employee Support Services

AGENDA ITEM: Request Revision to the 19-20 District Approved List

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval:           Discussion:       

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action

# 2019-2020 DISTRICT APPROVED LIST

Revision for approval – Feb. 11, 2020

Cost Center	Position	Number	Operational	Other
<b>9101</b>	<b>SUPERINTENDENT OF SCHOOLS</b>			
	Administrative Assistant to the Superintendent	1	100%	
	Assistant to the Director	2	100%	
	Assistant to the School Board Members	1	100%	
	Assistant to the Superintendent	1	100%	
	Director of Communications	1	100%	
	Director of Recovery and FEMA Liaison	1	100%	
	Instructional Specialist Assistant (Mentoring)	1	100%	
<b>9105</b>	<b>DEPUTY SUPERINTENDENT</b>			
	Deputy Superintendent	1	100%	
	Assistant to the Deputy Superintendent	1	100%	
<b>9102</b>	<b>PROPERTY RECORDS</b>			
	Property Records Manager	1	100%	
	Inventory Clerk I	1	100%	
	Inventory Audit Clerk I	1	100%	
<b>9113</b>	<b>HUMAN RESOURCES &amp; EMPLOYEE SUPPORT SERVICES</b>			
	Executive Director of Human Resources & Employee Support Services	1	100%	
	Assistant to Executive Director of Human Resources & Employee Support Services	1	100%	
	Certification/Compliance Human Resource Administrator	1	100%	
	Substitute Teacher Registrar	1	100%	
	Instructional Staffing Specialist I (curr. emp. only)	1	100%	
	Human Resources Specialist	4	100%	
	District Receptionist	1	100%	
	Title IX Coordinator	1	50%	
	Clerk I	1	100%	
<b>9114</b>	<b>MANAGEMENT INFORMATION SYSTEMS</b>			
	Director of Management Information Systems	1	100%	
	Assistant to the Information Services Director	1	100%	
	Computer Operator I	1	100%	
	Instructional Network Specialist	5	100%	
	Instructional Network Technician	13	100%	
	Project Manager/IT Support Services	1	100%	
	Project Manager/Network Operations	1	100%	
	Project Manager/Programming Systems	2	100%	
	Senior Systems Administrator	1	100%	
	Supervisor of Security Management/Network Operations	1	100%	
	System Consultant I	2	100%	
	System Consultant II	3	100%	
	Systems Support Specialist	1	100%	
	User Support Analyst	1	100%	
	Web Database Manager	1	100%	
	Webmaster	1	100%	

<b>9116</b>	<b>FACILITIES</b>			
	Director of Facilities	1	100%	
	Assistant to the Director of Facilities	1	100%	
	Capital Projects Contracts Manager	2	100%	
	Project Manager/Building Code Inspector/Plans Examiner	3	100%	
	Project Manager/Building Official	1	100%	
	Energy & Conservation Manager	1	100%	
<b>9117</b>	<b>PROCUREMENT, CONTRACTING &amp; MATERIALS MGMT</b>			
	General Manager of Purchasing, Contracting, & Materials Management	1	100%	
	Assistant to Manager of Purchasing, Contracting, & Materials Management	1	100%	
	Purchasing Agent	1	100%	
	Contracts Manager/Inspector	1	100%	
	Purchasing Clerk	1	100%	
	Courier II	1	100%	
	Courier III	1	100%	
	Title IX Coordinator	1	50%	
	Head Custodian IV	1	100%	
<b>9118</b>	<b>FINANCE</b>			
	Manager of Financial Services	1	100%	
	Finance Officer	1	100%	
	Assistant Finance Officer	1	100%	
	Bookkeeper I	4	100%	
	Clerk	1	100%	
<b>9119</b>	<b>PAYROLL</b>			
	Payroll Officer	1	100%	
	Assistant Payroll Officer	1	100%	
	Payroll Specialist I	4	100%	
	Employee Benefits Manager	<b>Fund 710</b>		100%
	Benefits Specialist	<b>Fund 710</b>		100%
<b>9125</b>	<b>STUDENT SERVICES</b>			
	Director of Student Services	1	100%	
	Assistant to the Director	1	100%	
	Supervisor of Title I & District Assistance	1		100%
	Assistant to the Title I Supervisor	1		100%
	Coordinator of Bay BASE (Self-funded)	1	100%	
	Assistant to the Coordinator of Bay BASE (Self-funded)	1	100%	
	Coordinator of Student Placement Options	1	100%	
	Clerk II Bay BASE (Self-funded)	1	100%	
	Instructional Specialist for Student Services	4	100%	
	Instructional Specialist Assistant	3	100%	
	Secretary I	1	100%	
	Records Clerk II (Title I)	1		100%
	Office Clerk I (Title I)	1		100%
	Clerk I (PT)	1	100%	
	Administrator on Special Assignment	1		100%
	Safety Assessment and Intervention Coordinator	1		100%
	Coordinator of Mental Health Initiative	1	100%	
	Instructional Specialist Assistant (Title IV)	1	50%	50%

<b>9126</b>	<b>INSURANCE &amp; RISK MANAGEMENT</b>	<b>Fund 710</b>		
	Insurance and Risk Manager	1		100%
	Claims Investigator	1		100%
	District Safety Officer	1		100%
	Records Clerk I	2		100%
<b>9130</b>	<b>CHIEF FINANCIAL OFFICER BUSINESS SUPPORT SVCS</b>			
	Executive Director for Business Support Services (CFO)	1	100%	
	Assistant to the Executive Director for Business Support Services	1	100%	
<b>9131</b>	<b>BEACON LEARNING CENTER Self-funded</b>			
	Project Director of Beacon Learning Center	1		100%
	Content Development Leader for Beacon	1		100%
	Enterprise Office Manager	1		100%
	Web Database Manager	1		100%
	Web Technician	2		100%
	Instructional Specialist for Inservice	2		100%
	Lead Program Manager for Online Learning	6		100%
	Program Manager for Online Learning	1		100%
	System Support Specialist	3		100%
	System Analyst	1		100%
	Clerk I	1		100%
	Clerk I (P-T)	1		100%
<b>9132</b>	<b>ESE</b>			
	Director of ESE & Pre-Kindergarten Services	1	100%	
	Assistant to the Director	1	100%	
	VPK & ESE Pre-K Coordinator (9002)	1	50%	50%
	Assistant to the Coordinator of Pre-K (VPK & ESE) Education (9002)	1	75%	25%
	Instructional Specialist for ESE	4		100%
	Instructional Specialist for ESE	1	50%	50%
	Audiologist	1	100%	
	Records Clerk I	2	100%	
	Records Clerk II	1	20%	80%
	Head Custodian IV (SSC) (9002)	1	100%	
<b>9132</b>	<b>TEACHING AND LEARNING SERVICES</b>			
	Assistant Superintendent for Teaching and Learning Services	1	100%	
	Assistant to the Assistant Superintendent for Teaching and Learning Services	1	100%	
	Bookkeeper I (1 retiring 1/31/20)	2	20%	80%
	Bookkeeper II	1	100%	
	<b>Bookkeeper II (Student Wellness) Restart Grant</b>	<b>1</b>		<b>100%</b>
<b>9133</b>	<b>CURRICULUM &amp; INSTRUCTIONAL SERVICES</b>			
	Director of Secondary & Adult Instructional Services	1	100%	
	Director of Elementary Instructional Services	1	100%	
	Assistant to the Directors	1	100%	
	Coordinator of Staff Development and Title II	1	50%	50%
	Assistant to Coordinator of Staff Development & Title II	1	50%	50%
	Coordinator of Assessment & Accountability	1	100%	
	Coordinator of Teacher & Administrator Appraisal Systems	1	100%	
	Data Specialist	1	100%	
	Testing Clerk	2	100%	
	Instructional Specialist for K-12 & Adult Instructional Services	4	100%	
	Instructional Specialist Assistant	2	100%	
	Project Supervisor/Technology and eLearning	1	100%	
	Bookkeeper II	1	50%	50%
	Supervisor of Career and Technical Education	1	100%	
	Program Specialist	1	100%	

<b>9138</b>	<b>BUSINESS OFFICE</b>			
	Budget & Business Services Manager	1	100%	
	Assistant to the Business Office	1	100%	
	Budget Analyst	1	100%	
	Internal Accounts Auditor	1	100%	
	Bookkeeper I	1	100%	
<b>9200</b>	<b>R.L. YOUNG TRANSPORTATION</b>			
	Director of Transportation	1	100%	
	Assistant to Director of Transportation	1	100%	
	Bookkeeper I	1	100%	
	<b>Office Clerk I</b>	<b>1</b>	<b>100%</b>	
	Certified Mechanic	8	100%	
	Computer Operator I	1	100%	
	Fleet Manager	1	100%	
	Mechanic II	1	100%	
	Route Manager	4	100%	
	Safety Officer/Trainer	2	100%	
	School Bus Driver	135	100%	
	School Bus Paraprofessional	35	100%	
	Service Attendant	1	100%	
	Service Dispatcher	1	100%	
	Transportation Operations Dispatcher	1	100%	
	Transportation Specialist	2	100%	
	Transportation Van Driver	6	100%	
	Vehicle Electronic Technician	1	100%	
<b>9205</b>	<b>EXTRA-CURRICULAR ACTIVITIES AND TITLE IX</b>			
	Assistant to Coordinator of Extra-Curricular Activities and Title IX Compliance	1	100%	
<b>9205</b>	<b>DISTRICT SAFETY AND SECURITY</b>			
	District Safety, Security, and Police Chief	1	100%	
	Background Check Specialist	2	100%	
	District Police Officer	23	100%	
	District Safety, Security, and Assistant Police Chief	1	100%	
	Installation and Maintenance Manager	1	100%	
	Safety & Security Operational Specialist	1	100%	
	<b>Safety &amp; Security Tele-Communicator and Video Specialist</b>	<b>1-2</b>	<b>100%</b>	
<b>9205</b>	<b>OPERATIONAL SERVICES</b>			
	Executive Director for Operational Support Services	1	100%	
	Assistant to the Executive Director for Operational Support Services	1	100%	
	Head Custodian IV (Nelson Building)	1	100%	
	Custodian II (Wellness Center)	1	100%	
<b>9220</b>	<b>INSTRUCTIONAL TECHNOLOGY AND MEDIA SERVICES</b>			
	Supervisor of Instructional Technology and Media Services	1	100%	
	Assistant to Supervisor of Instructional Media Services	1	100%	
	Administrator on Special Assignment	1	100%	
	District Media Services Multimedia Technician	1	100%	
	District Media Specialist – Instructional Media Services	1	100%	
	Instructional Specialist for K-12 & Adult Instructional Services	1	100%	
	ITV Specialist – Media Services	1	100%	
	ITV Technician – Media Services	1	100%	
	ITV Technology Manager – Media Services	1	100%	
	Records Clerk II	3	100%	



<b>9230</b>	<b>MAINTENANCE - REDMON WAREHOUSE</b>			
	Supervisor of Maintenance	1	100%	
	Assistant to Supervisor of Maintenance	1	100%	
	Administrator on Special Assignment	1	100%	
	Automotive Mechanic	1	100%	
	Boilerman	2	100%	
	Brick/Block Mason	1	100%	
	Carpenter	5	100%	
	Carpenter Helper	4	100%	
	Carpenter Shop Supervisor	2	100%	
	Clerk I	1	100%	
	Electrical Helper	4	100%	
	Electrical Shop Supervisor	1	100%	
	Electrician	4	100%	
	Equipment Mechanic	1	100%	
	Equipment Operator	2	100%	
	HVAC Controls Mechanic	1	100%	
	HVAC Helper	5	100%	
	HVAC Helper	1		100%
	HVAC Refrigeration Mechanic	9	100%	
	HVAC Shop Supervisor	1	100%	
	Kitchen Equipment Technician	1		100%
	Locksmith	2	100%	
	Locksmith Helper	1	100%	
	Logistics Supply Clerk	1	100%	
	Logistics Support Supervisor	1	100%	
	Material Controller/Fleet Manager (Maintenance)	1	100%	
	Painter	3	100%	
	Plumber	5	100%	
	Plumber Helper	4	100%	
	Plumbing/Heating Shop Supervisor	1	100%	
	Semi-Skilled Craftsman (1-Stadium)	10	100%	
	Stadium Custodian II	1	100%	
	Stadium Manager	1	100%	
	Assistant Stadium Manager	1	100%	
	Treatment Plant Operator/Exterminator	1	100%	
	Turf & Irrigation Specialist (Stadium)	1	100%	
	Warehouseman II	1	100%	
	Welding/Sheet Metal Mechanic	1	100%	
	Work Control Technology Specialist	3	100%	
<b>9240</b>	<b>WAREHOUSE (Young Center/Kilbourn)</b>			
	Warehouseman I (Warehouse)	1	100%	
	Warehouseman II (Warehouse)	2	100%	
<b>9250</b>	<b>FOOD SERVICE Self-funded: Fund 410</b>			
	Food Service Program Specialist	1		100%
	Food Service Specialist II	2		100%
	Food Service System Support Specialist	1		100%

Board Approved: June 25, 2019  
Revised/Approved: July 16, 2019, August 13, 2019, August 27, 2019, October 8, 2019, November 12, 2019, January 14, 2020



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Board Members:

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Pamm Chapman  
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Ryan Neves  
District 4

Steve Moss  
District 5

February 3, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent  
FROM: Doug Lee, Executive Director for Operational Services

AGENDA ITEM: Prequalification of Contractors

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT: N/A

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval:               Discussion:           

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action



# MEMORANDUM

Bill Husfelt, Superintendent

Doug Lee, Executive Director of Operational Support Services

February 4, 2020

TO: Doug Lee, Executive Director of Operational Support Services

FROM: *LW* Leon Walters, Director of Facilities

RE: Facilities Agenda Item – February 11, 2020

**CONSENT ITEM: Prequalification of Contractors for 2020:** Two additional packets from contractors expressing a desire to apply for pre-qualification status to bid work for Bay District Schools have been received. It is recommended that the contractors listed below be pre-qualified for the period extending through December 31, 2020 in the type of work listed and the bonding amount listed for single and aggregate amounts.

<u>CONTRACTOR:</u>	<u>TYPE OF WORK:</u>	<u>SINGLE PROJECT:</u>	<u>AGGREGATE PROJECTS:</u>
Southland Contracting Inc.	General Contractor	\$65,000,000	\$80,000,000
McInnis Builders, LLC	General Contractor	\$ 4,000,000	\$ 9,000,000

/sas



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February 3, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent

FROM: Doug Lee, Executive Director for Operational Services

AGENDA ITEM: Capital Projects Update

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT: N/A

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:

Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval: \_\_\_\_\_    Discussion: \_\_\_\_\_

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action



# M E M O R A N D U M

Bill Husfelt, Superintendent  
Lee Walters, Director of Facilities

February 4, 2020

TO: Doug Lee, Executive Director of Operational Services  
Mr. Bill Husfelt, Superintendent of Schools  
School Board Members

FROM:  Lee Walters, Director of Facilities

RE: Consent Item for February 11<sup>th</sup> School Board Meeting – Capital Projects Update  
**Capital Projects:**

PROJECT NAME	FUNDING SOURCE	CONTRACTED TO DATE (Construction)	STATUS	ESTIMATED DATE OF COMPLETION
New Elementary School	LCI/COP	\$1,584,687 (Ph 1)	Phase 1 Underway	June, 2020 (Ph 1)
Bay High STEM Building	Half-Cent	TBD	GMP on Today's Agenda	TBD
Bay High Fine Arts Center	Half-Cent	TBD	Architect's Fee on Today's Agenda	TBD
Bay Hurricane Rebuild	Ins/FEMA	\$8,814,477	Under Construction	June, 2020
Rutherford Hurricane Rebuild	Ins/FEMA	\$5,690,188	Under Construction	June, 2020
Merritt Brown Hurricane Rebuild	Ins/FEMA	\$16,332,140	Under Construction	August, 2020
Roofing Repairs (Group 2)	Ins/FEMA	\$5,172,500	COMPLETE	December, 2019
Jinks Gym Rebuild	Ins/FEMA	\$8,253,129	Under Construction	January, 2021
Mowat Media Center Restoration	Insurance/FEMA	TBD	Pre-construction	TBD
Transportation Department Rebuild	Ins/FEMA	\$4,967,672	Under Construction	June, 2020
Group 1 Schools Rebuild	Ins/FEMA	\$7,659,809	Under Construction	August, 2020
Tommy Smith Roof Replacement	Ins/FEMA	\$1,310,610	Under Construction	March, 2020
Oakland Terrace Roof Replacement	Ins/FEMA	\$264,370	Under Construction	TBD
Springfield Roof Replacement	Ins/FEMA	\$219,805	Under Construction	December, 2019
Tennis Court Improvements-Mosley, Rutherford, Arnold	LCI	\$1,076,408	COMPLETE	December, 2019
Tyndall Reconstruction & Expansion	Ins/FEMA	TBD	In Design	TBD
Haney Reconstruction	Ins/FEMA	TBD	In Design	TBD
Safety & Security Dept	Grant	TBD	In Design	TBD
Food Serving Lines	F.S. Funds	TBD	CM Selection on Agenda	TBD
Bozeman & Deer Point Shelter Retrofit	Grant	\$654,465	In Design	TBD
Rutherford Welding Lab	Grant	\$500,000	In Design	TBD
Roofing Group 3	Ins/FEMA	TBD	Bids in February	TBD
Haney HVAC Classroom Renovation	Grant	\$906,355	Under Construction	TBD

**CURRENT DIRECT MATERIAL PURCHASES – Current Projects**

PROJECT	TOTAL ORDERS ISSUED	TAX SAVINGS
Bay High Rebuild Project	\$716,184	\$43,336
Group 1 Schools Rebuild	\$463,900	\$28,276
Haney HVAC Classroom Renovations	\$40,596	\$2,485
Jinks Gym Reconstruction	\$259,694	\$15,831
Merritt Brown Rebuild Project	\$1,968,645	\$117,113
New Beach Elementary School	\$76,500	\$4,640
Oakland Terrace Roofing	\$44,307	\$ 2,758
Rutherford Rebuild Project	\$454,089	\$27,645
Springfield Roofing	\$ 55,355	\$ 3,371
Tommy Smith Roofing	\$140,527	\$8,581
Transportation Rebuild	\$1,097,923	\$31,904

**CHANGE ORDERS ISSUED**

(Report of Change Orders Issued This Month that, due to the amount, do not require Board approval)

Project	Amount	Description
Bay High Rebuild Project	(47,615.23)	Deduct Change Order for Direct Material Purchases
Bay High Rebuild Project	0	Extension of Time for Substantial Completion
Haney Technical Center Re-Roofing Project	\$27,700.00	Repair skylight glass, frame and drywall damaged by Hurricane Michael
Rutherford Rebuild Project	(1,889.90)	Deduct Change Order for Direct Material Purchases
Rutherford Rebuild Project	11,849.01	Reconciliation of Direct Material Purchases Unspent

**PREVENTIVE MAINTENANCE LCI EXPENDITURES –Current Fiscal Year**

PM AREA	AMOUNT	DESCRIPTION
ADA/Accessibility	-	
Athletics	\$1,029,948	Bay High Scoreboard Footer; Mosley & Rutherford Tennis Courts; Bozeman
Building Envelope/Roofing	\$11,019	Misc. Repairs at Various Schools
Flooring	\$24,495	Bozeman, Jinks
Hazardous Materials	-	
HVAC/Energy Upgrades	\$870,165	Lucille Moore; Arnold; Haney; Mosley; Tyndall; Bay High; H. Beach; C.Grove; Callaway; Surfside; Springfield; Mowat; Rutherford
Lighting	-	
Painting	-	
Safety & Security	\$115,749	Dept. of Safety & Security; Cedar Grove
Site Improvement	\$79,958	Cedar Grove; Mowat; Bozeman, M.K. Lewis; Rosenwald



WILLIAM V. HUSFELT III  
SUPERINTENDENT

1311 Balboa Avenue  
Panama City, Florida  
32401

(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

District 2

Pamm Chapman  
District 3

Ryan Neves  
District 4

Steve Moss  
District 5

February 5, 2019

MEMORANDUM

TO: William V. Husfelt III, Superintendent

FROM: Doug Lee, Executive Director of Operations

AGENDA ITEM: Fuller Center Disaster Rebuilders MOU

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT: TBD

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval:               Discussion:           

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action  
89

## **LICENSE AGREEMENT**

THIS LICENSE AGREEMENT ("Agreement") is effective the \_\_\_\_\_ day of \_\_\_\_\_, 2020 (the "Effective Date"), by and between **The School Board of Bay County, Florida** (the "School Board"), a Florida public school district, with an office at 1311 Balboa Avenue, Panama City, FL 32401, and **Fuller Center Disaster Rebuilders, Inc.**, ("Fuller"), a Foreign Not for Profit Corporation, with a principal address of 501 Lake Shore Drive, Unit 203, Lake Park, FL 33403.

### **Recitals:**

WHEREAS, School Board owns the land and facility known as Oscar Patterson Elementary School, located at 1025 Redwood Avenue, Panama City, Florida 32401; and

WHEREAS, Fuller desires to occupy the P.E. pavilion at the elementary school campus (the "Premises") for the purpose of storing building supplies and materials being used to rebuild homes in Panama City and the surrounding communities; and

WHEREAS, the mission of Fuller is to serve the community by rebuilding homes after disasters, such as Hurricane Michael, for lower income homeowners; and

WHEREAS, School Board desires to assist Fuller in its mission by providing use of the Premises as described herein; and

WHEREAS, School Board and Fuller acknowledge that this Agreement is strictly reliant on Fuller's intent to operate the Premises for facilitating its mission, as described above, and therefore, any use inconsistent with the intent expressed in this Agreement shall provide School Board with the right and option to terminate this Agreement; and

WHEREAS, School Board and Fuller wish to enter into this Agreement subject to the terms and conditions as hereinafter stated.

NOW THEREFORE, in consideration of the mutual covenants set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

### **1. Incorporation of Recitals**

The above recitals are agreed to be true and correct and are hereby incorporated into this Agreement as if fully expressed within the body of this Agreement.



## **2. Term and Termination**

2.1 **Term:** School Board does hereby license the Premises to Fuller, and Fuller does hereby agree to occupy the Premises from School Board, subject to the terms and conditions set forth herein. The term of the license shall commence on the Effective Date or such later date as all appropriate permits and zoning approvals to operate the Premises to store building materials and supplies has been obtained, and shall expire on June 30, 2021, unless the Agreement is terminated early as provided for herein (the “Term”). This Agreement may be extended at the end of the Term provided that such request for an extension is made in writing by Fuller 30 days prior to the end of the Term and is approved by the School Board at an open public session.

Fuller does hereby acknowledge the condition of the Premises and does hereby accept the Premises in its as-is, where-is condition. The School Board has informed Fuller completely of the known existing defects and conditions of the Premises. Fuller is fully apprised of the fact that the Premises suffered extensive damages during Hurricane Michael and there may be hazards still yet unknown to both the School Board and Fuller. School Board makes no other representations or warranties regarding the condition of the Premises, the structural integrity of the Premises, or the suitability of the Premises for Fuller’s use, including but not limited to, zoning, land development code compliance, and building and/or occupancy/use issues surrounding the site, land and improvements. Notwithstanding the foregoing, the Term of the license contemplated by this Agreement shall not commence until zoning, land development code compliance and building and/or occupancy/use compliance is achieved to the mutual satisfaction of Fuller and School Board. Fuller shall be responsible for any application fees associated with obtaining such zoning, land development code, building and/or occupancy/use compliance; provided, however, that Fuller shall not be responsible for any attorneys' fees or other indirect costs of the School Board or any other third party associated with obtaining such compliance.

### **2.2 Termination:**

(a) During the Term of this Agreement, (i) Fuller may terminate this Agreement with or without cause at any time by providing written notice to School Board and (ii) School Board may terminate this Agreement upon the occurrence of a breach of this Agreement by Fuller that has not been cured during the ten-day period following School Board's written notification of such breach to Fuller or without cause following thirty days’ written notice.

(b) If, following the commencement of the Term, (i) Fuller terminates this Agreement pursuant to Section 2.2(a)(i) other than due to the breach of this Agreement by School Board, or (ii) School Board terminates this Agreement pursuant to Section 2.2(a)(ii), then Fuller shall be responsible for any reasonable application fees (not to exceed \$5,000 in the aggregate) associated with rezoning the Premises for use as an educational facility; provided, however, that Fuller shall not be responsible for any attorneys' fees or other indirect costs associated with obtaining such zoning.

2.3 Removal of Property: Upon termination of this Agreement, Fuller shall remove any and all non-fixture property belonging to Fuller and vacate and surrender the Premises. Fuller shall leave the Premises and all property belonging to School Board in no worse condition than the condition of the Premises on the Effective Date, less normal wear and tear.

### **3. Use of the Premises**

Fuller shall use and occupy the Premises to store building materials and supplies which are being used to rebuild homes in Panama City and the surrounding communities. Fuller's use of the Premises is subject to all legally required permits and approvals and shall not use the Premises for any purpose not outlined herein. Should Fuller's use of the Premises exceed this License Agreement, such use shall be a material breach and the School Board may elect to terminate.

This license shall not be assigned, transferred or otherwise encumbered without express written approval of the School Board.

### **4. Maintenance**

#### **4.1 Maintenance and Repairs of Building, Grounds and Fixtures:**

(a) Fuller shall, at its sole cost and expense, repair and maintain the Premises' improvements and facilities, as well as all equipment, including but not limited to: all heating, ventilating, air-conditioning equipment, and facilities/fixtures for supplying heat, light, power, hot and cold water services to the Premises, roofing, windows, floors, walls, plumbing fixtures and all drainage and waste pipes or facilities leading from the Premises, and those portions of all utility lines supplying said Premises which are located outside the Premises, unless such utility lines are maintained or repaired by utility companies. This obligation includes any improvements needed to bring the Premises into the condition Fuller desires in order to begin its intended use, in Fuller's sole discretion. Any and all improvements by Fuller must be pre-approved by the School Board in accordance with Section 11.1.

(b) School Board shall not be responsible for any damage to the Premises caused by the acts, omissions or negligence of Fuller or its guests, employees, contractors or invitees.

(c) School Board shall, upon reasonable notice, enter the Premises to perform inspections to verify proper upkeep and maintenance and Fuller's performance of all obligations under this Agreement.

(d) Fuller shall not be responsible for any damage to the Premises caused by the acts, omissions or negligence of School Board or its guests, employees, contractors or invitees, subject to sovereign immunity limitations as provided by Florida law.

4.2 Security: Fuller shall provide reasonable security for the protection of the Premises and shall be responsible for any special security needs associated with any activities held at the Premises, in Fuller's sole discretion.

4.3 Miscellaneous:

(a) No activity or event shall include the use of fire, chemicals or other substances that may in any way be deemed hazardous or dangerous without first obtaining the permission of the School Board. Any hazardous chemicals or other substances that are required to be stored at the Premises, shall be properly handled and stored in accordance with all applicable federal, state and local laws and regulations, and the manufacturer's instructions for handling and storage. Fuller shall not permit the generation of or disposal of any hazardous substances or toxic materials in or on the Premises.

(b) During the Term of this Agreement, Fuller hereby assures School Board that Fuller is in compliance with Title VII of the 1965 Civil Rights Act, as amended, and the Florida Civil Rights Act of 1992, in that Fuller does not on the grounds of race, color, national origin, religion, sex, age, disability, sexual orientation or marital status, discriminate in any form or manner against Fuller's employees or applicants for employment. Fuller understands and agrees that this Agreement is conditioned upon the veracity of this statement of assurance. Furthermore, Fuller hereby assures School Board that Fuller will comply with Title VI of the Civil Rights Act of 1964 when federal grant(s) is/are involved. Other applicable federal and state laws, executive orders and regulations prohibiting discrimination as described herein are included within this reference. This statement of assurance shall be interpreted to include Vietnam-Era veterans and disabled veterans within the protective range of its applicability.

(c) Fuller is solely responsible for obtaining any licenses or permits necessary for its management and operation of the Premises.

(d) Fuller affirms that it is aware of the provisions of Section 287.133(2)(a), Florida Statutes, and that at no time has Fuller, its officers or employees, been convicted of a public entity crime. Fuller agrees that it shall not violate such law and further acknowledges and agrees that any conviction thereof during the Term may result in the termination of this Agreement.

(e) Pursuant to Section 404.056(5), Florida Statutes, the following notice is provided to Fuller as tenant regarding radon gas: RADON GAS is a naturally occurring radioactive gas that when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding radon and radon testing may be obtained from the Bay County public health unit.

## **5. Right of Entry by the School Board**

School Board's authorized representatives may enter the Premises at any time. The School Board will make all efforts to avoid entering the Premises in a manner that would be disruptive to the normal operations of Fuller. Fuller shall not change out any locks.

## **6. Taxes and Assessments**

6.1 Fuller: Fuller shall be solely responsible for all taxes, fees, assessments and surcharges of any kind based on revenue, profits or sales derived by Fuller through its operation of the Premises. Fuller agrees to pay, when due, all taxes properly assessed against Fuller by the State of Florida and any other governmental entities in connection with Fuller's use, occupancy or operation of the Premises.

6.2 School Board: School Board shall be solely responsible for any applicable property taxes for the Premises and any other applicable taxes related to School Board's ownership of the Premises. Notwithstanding the foregoing, if Fuller's use of the Premises results in the Premises being taxable by any government entity with the authority to assess taxes, Fuller shall be responsible for such taxes at its sole cost and expense.

## **7. Authority to Enter into Contracts**

Fuller acknowledges and agrees that it does not have the authority to enter into contracts on behalf of School Board for the Premises, even if such contracts are for the sole benefit of the Premises, and pursuant to Section 14 of this Agreement, this Agreement does not imply or create a partnership or relationship other than that of tenant and landlord. This provision does not prohibit Fuller from entering into contracts on its own behalf, provided that such contracts do not obligate or commit School Board or the Premises in anyway.

## **8. Prohibition Against Liens**

Fuller shall defend, indemnify, and hold harmless School Board and its respective officers, directors, agents, employees and attorneys from any claim or demand, including attorney's fees, on the part of any person, firm or corporation performing labor or furnishing materials in connection with the construction of any improvements to the Premises undertaken by Fuller. Fuller shall not engage in any financing or any other transaction creating any mortgages, or any other encumbrances, liens or claims of any kind upon School Board's fee interest in the Premises or any other land owned by School Board. It is distinctly understood and agreed that any person, firm or corporation furnishing materials or performing labor on behalf of Fuller on any improvements to the Premises shall look only to Fuller for any payment, and that no lien or claim shall be allowed to attach to School Board's fee interest in the Premises. In the event that Fuller shall fail and refuse to pay and discharge any amount of money that may be due for materials furnished or labor performed in connection with the construction of improvements to the Premises undertaken by Fuller, and such default shall have continued for a period of thirty days after School Board shall have given Fuller notice of such default, School Board may, at its option, declare this Agreement terminated; provided, however, Fuller shall have the right during said thirty day period, in accordance with Florida Statutes, to post a surety bond

with the Clerk of Circuit Court in and for Bay County, Florida, and have any such lien transferred to said bond, and said action by Fuller shall cure the default and School Board shall have no right of termination.

## **9. Background Checks**

At Fuller's cost, employees and agents of Fuller who will be present on the Premises regularly during this Agreement must successfully pass level 2 screening and become registered volunteers with the School Board.

## **10. Insurance Requirements**

10.1 General: During the Term of this Agreement, Fuller agrees that it shall maintain, at its sole cost and expense, occurrence-based Commercial General Liability insurance covering the Premises during the Term in the limit amounts described herein. The insurance coverage shall be written on standard forms and placed with insurance carriers authorized by the Insurance Department of the State of Florida. Fuller shall fully and timely comply with all requirements and conditions imposed by the insurance policy and shall take no action that could, in any way, limit School Board's or any other insured's rights of coverages under said policy. Fuller acknowledges and agrees that it shall have said insurance in place and in effect for the duration of the Term and thereafter to the extent necessary to cover claims that arise during the Term.

10.2 Policy Limits: Commercial general liability coverage shall provide a limit of not less than One Million Dollars (\$1,000,000.00) per occurrence/Two Million Dollars (\$2,000,000.00) annual aggregate. All coverage shall include broad form property damage and personal injury liability.

10.3 School Board as Additional Insured: The policy for coverage shall name The School Board of Bay County, Florida as an additional insured and certificate holder.

10.4 Certificates of Insurance: A certificate of insurance (or a copy of the policy, if requested by School Board) shall be furnished to School Board no later than five business days after the commencement of the Term.

10.5 Specialty Insurance: Any specialty insurance required for special events or specialized equipment or material stored at the Premises shall be provided by Fuller at its sole expense and shall also name School Board as an additional insured.

10.6 Fuller must also maintain, at its sole cost and expense, adequate workers' compensation insurance to cover all activities by Fuller's personnel on School Board property. Workers compensation coverage must, at a minimum, comply with the workers' compensation coverage requirements found in Florida Statutes chapter 440 and all other applicable laws and regulations.

## **11. Property**

11.1 **Improvements and Modifications to the Premises:** The parties agree that, with the prior written approval of Lee Walters, Director of Facilities, Fuller can modify, improve or alter the Premises. Upon termination of this Agreement, all improvements and/or modifications made to the Premises by Fuller will remain on the Premises and will become the property of the School Board. The School Board may elect to require Fuller to return the Premises to its original condition upon termination of this Agreement.

11.2 **Damage to School Board Property:** Fuller shall not alter or damage the Premises and/or the School Board's property in any way without School Board's prior written approval. In the event Fuller damages or alters the Premises without the prior approval of School Board, whether willfully or accidentally, Fuller shall immediately upon notice from the School Board, (i) fully repair the damage/alteration or (ii) reimburse School Board for its reasonable costs incurred in making such repairs.

11.3 **Destruction of Premises:** If the Premises are totally destroyed by fire or other casualty, this Agreement shall automatically terminate and the School Board shall have no responsibility or liability whatsoever for any of Fuller's supplies and/or materials being stored on the Premises. If the Premises are partially damaged by fire or other casualty, School Board, in its sole and absolute discretion, may (i) terminate this Agreement, or (ii) restore the Premises to a kind and quality substantially similar to that existing immediately prior to such damage. If School Board elects to restore the Premises, School Board shall have no responsibility or liability whatsoever for any disruption to Fuller' activities.

11.4 **Moveable Property of the School Board:** Moveable property purchased by and/or donated to School Board will remain the property of School Board.

11.5 **Moveable Property of the Fuller:** Moveable property purchased by and/or donated to Fuller and used at the Premises will remain the property of Fuller.

11.6 **Inventory Records of Property:** School Board and Fuller will maintain accurate inventory records of their respective property. Inventory records relating to this Agreement will be available for inspection at any reasonable time.

## **12. Indemnification**

12.1 **Indemnification by Fuller:** Fuller shall defend, indemnify and hold harmless School Board and its respective officers, directors, agents, employees and attorneys, from and against any and all actions, claims, suits, damages, fines and liabilities arising directly or indirectly from Fuller', or any of its resident's, invitee's, contractor's, employee's, guest's or client's use of the Premises.

12.2 Indemnification by the School Board: The School Board of Bay County, Florida agrees to indemnify Fuller to the extent and only to the extent of the limits set forth in §768.28(5), Fla. Stat. and then only for the negligent or wrongful act or omission of any School Board officer or employee in performance of this agreement who is acting within the scope of the officer or employee's office or employment under circumstances in which the School Board, if a private person, would be liable to the claimant. Further, the School Board does not waive any defense of sovereign immunity or consent to be sued by a third party. It is further understood and agreed by the parties to this agreement that no officer or employee may be held personally liable except as provided by §768.28(9), Fla. Stat. Nothing in this Agreement is intended to insure to the benefit of any third party.

### **13. Amendments**

This Agreement may not be amended unless such amendment is in writing and duly executed by the parties hereto, except that non-significant amendments may be executed in writing by Fuller and the School Board's Superintendent.

### **14. Relationship of Parties**

Nothing herein contained shall be deemed to constitute either of the parties hereto as a joint venture, partner or agent of the other, and neither party shall claim any status which is contrary to the terms of this Agreement.

### **15. Severability**

If any one or more of the provisions of this Agreement should be held contrary to law or public policy, or should for any reason whatsoever be held invalid or unenforceable by a court of competent jurisdiction, then such provision or provisions shall be null and void and shall be deemed separate from the remaining provisions of this Agreement, which remaining provisions shall continue in full force and effect, provided that the rights and obligations of the parties contained herein are not materially prejudiced and the intentions of the parties continue to be effective.

### **16. Waiver of Provisions**

No change, waiver or discharge of the provisions in this Agreement shall be valid unless in writing and signed by the party against which it is sought to be enforced. No delay or omission by either party in exercising any right or remedy or enforcing any obligation hereunder shall be construed as a waiver of that right, remedy or obligation. A waiver by either of the parties of any default or breach shall not operate as a waiver of any succeeding default or breach or any other default or breach of this Agreement.

**17. Assignment**

Fuller may not assign this Agreement or any part hereof or rights hereunder without the prior written consent of School Board, and any attempt of assignment without such prior written consent shall be null and void. In the event of an assignment to which prior written consent has been given, all of the covenants, agreements, terms and conditions to be observed and performed by the parties hereto shall be applicable to and binding upon their respective successors and assigns.

**18. Entire Agreement**

This Agreement contains the final and entire agreement between the parties hereto with respect to the matters set forth herein and contains all of the terms and conditions agreed upon with respect thereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind the parties hereto; it being the intent of the parties that neither shall be bound by any term, condition, or representation not herein written.

**19. Governing Law**

This Agreement shall be governed by the laws of the State of Florida without giving effect to any roles of conflicts of law. Venue of any disputes relating to this Agreement shall be in Bay County, Florida.

**20. Survival**

Any term, condition, covenant, or obligation which requires performance by either party subsequent to termination or expiration of this Agreement shall remain enforceable against such party subsequent to termination or expiration.

**21. Notices**

Any and all notices, demands, consents, approvals or other communication which is required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if transmitted by hand-delivery with receipt thereof, by a nationally recognized overnight delivery service, or by certified mail posted prior to the expiration date for such notice, return receipt requested and first class postage prepaid, to the following addresses:

**Address for Notices to Fuller Center Disaster Rebuilders, Inc.:**

Fuller Center Disaster Rebuilders, Inc.  
ATTENTION: Toni Karam Ratliff  
PO Box 35492  
Panama City, FL 32412

*with a copy to:*

Fuller Center Disaster ReBuilders  
Attn: Bartow C Tucker  
10 Arrowhead Rd  
Danvers, MA 01923



**Address for Notices to School Board:**

Bay County Schools  
Attn.: Superintendent Husfelt  
1311 Balboa Avenue  
Panama City, Florida 32401

*with a copy to:*

Franklin R. Harrison, Esq.  
Post Office Drawer 1579  
Panama City, Florida 32402

or to such other address as a party may have specified in writing to the other party using the procedures contained in this paragraph. Notices sent (i) via hand delivery shall be deemed delivered when received; (ii) via overnight delivery by a nationally recognized overnight delivery service shall be deemed delivered on the next business day after deposit with such service; and (iii) via certified mail shall be deemed delivered on the date of receipt.

**22. Headings**

The headings used in this Agreement are for convenience only and are not intended to imply or restrict application.

**23. Time of the Essence**

Time is of the essence with regard to all dates and times set forth in this Agreement. If the final date of any period set forth herein falls on a Saturday, Sunday or legal holiday under the laws of the State of Florida or the United States of America, the final date of such period shall be extended to the next day that is not a Saturday, Sunday or legal holiday. The term "days" as used herein shall in all cases mean calendar days.

**24. Construction**

The parties do hereby acknowledge and agree that this Agreement has been reviewed and negotiated by each party and that the Agreement shall be construed as if both parties were equally responsible for drafting the provisions hereof, and no presumption or burden of proof shall arise favoring or disfavoring any party by virtue of the authorship of any provisions of this Agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals effective as of the Effective Date written above.

**Fuller Center Disaster Rebuilders, Inc.**

(Two Witnesses Required)

\_\_\_\_\_  
\_\_\_\_\_  
Witness

\_\_\_\_\_  
BY: \_\_\_\_\_  
ITS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Witness

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of  physical presence OR  online notarization, this \_\_\_\_ day of \_\_\_\_\_, 2020, by \_\_\_\_\_, as \_\_\_\_\_ for **Fuller Center Disaster Rebuilders, Inc.**, who is  personally known to me OR  who has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
NOTARY PUBLIC

**ATTEST:**

**THE SCHOOL BOARD OF BAY  
COUNTY, FLORIDA**

\_\_\_\_\_  
William V. Husfelt, III.  
Superintendent

\_\_\_\_\_  
Steve Moss, Chair

STATE OF FLORIDA  
COUNTY OF BAY

The foregoing instrument was acknowledged before me this\_\_ day of \_\_\_\_\_  
2019, by Steve Moss and William V. Husfelt, III as Chair and Superintendent respectively of The  
School Board of Bay County, Florida, on behalf of the School Board. They are personally known  
to me and did not take an oath.

\_\_\_\_\_  
\_\_\_\_\_  
Notary Public, State of Florida





Sharon Churchwell <churcsl@bay.k12.fl.us>

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## Charter school committee

---

**Pamela Chapman** <chapmpb@bay.k12.fl.us>  
To: Sharon Churchwell <churcsl@bay.k12.fl.us>

Wed, Jan 8, 2020 at 2:34 PM

Terri Gainer  
[tgainer@pcgov.org](mailto:tgainer@pcgov.org)  
This is who I would like to recommend.

Pamm 😊



WILLIAM V. HUSFELT III  
SUPERINTENDENT

1311 Balboa Avenue  
Panama City, Florida  
32401

(850) 767-4100  
Hearing Impaired Access  
(800) 955-8770 Voice  
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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

February 11, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent

FROM: Franklin Harrison, School Board Attorney

AGENDA ITEM: Request to Advertise Revisions to School Board Policies  
3.131 Tax Sheltered Accounts

CONSENT OR **ACTION** (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:

Fund	Function	Object	Cost Center	Project	Program
------	----------	--------	-------------	---------	---------

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X   Disapproval:            Discussion:           

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action

## **TAX SHELTERED ACCOUNTS**

**3.131**

School Board employees are authorized to participate in tax sheltered accounts (TSA) under the provisions of Internal Revenue Code 403(b) and/or 457 through payroll reduction with companies that are approved in accordance with this rule and are part of the Plan Document.

### Authorized Providers

Authorized providers/vendors shall be limited to a number deemed by the Employer sufficient to provide an adequate array of eligible investment products for the benefit of all employees. The Employer will periodically assess Vendors and products to determine that this requirement is achieved.

In the event that a Vendor is removed from the program, the Employer may, if deemed necessary, accept applications from new Vendors to fill the open vendor slot. Employer may select new or replacement vendors at its sole discretion.

### Vendor Status

A vendor must apply and be approved by the Employer to provide Tax Sheltered Annuity products to the employees. Vendors may make a submission for consideration at any time prior to October of each year for Committee review. The Committee will consist of: Bay District Schools CFO, Payroll Officer and Risk Manager, Bay District Schools Consultant regarding the TSA program, an ABCE Representative and a BESPA Representative. In the application process, the vendor must demonstrate that the product to be offered is more beneficial to the employees of Bay District Schools than the other products currently being offered by other providers. If product is recommended and accepted by the Board, the effective date would be January 1<sup>st</sup>.

The Committee will evaluate all applicants and provide a recommendation to the Board based on the following criteria:

1. Expense charges:

Fixed Interest Annuity: Guaranteed Interest Rate, Current Interest Rate, Surrender Period and Benefit Sensitive

Variable Annuity: M&E Fee, Max Fee Reduction, Average Sub-Acct. Fee, Other Fees and Total Average Fees

Mutual Fund (Load Based): Wrap Fee, Max Fee Reduction, Average Fund Fee, Custodian Fee and Total Average Fees

Mutual Fund (No-Load): Custodial Fee, Average Fund Fee and Total Average Fee

2. Investment options available in the proposed product in comparison to what is currently being offered by other companies in the plan.
3. Does Provider offer a reduction in fees as assets in the plan grow, and if so, comparison to other products in the plan.
4. The Provider must demonstrate the ability to be compliant with Internal Revenue Service Code 403(b). This will be requested in written format as part of the application process.

5. The Provider must be willing to offer a single plan product and for a guaranteed period of three (3) years.

6. Product Standards:

Annuities: The provider Company issuing the Annuity must have and maintain one of the following rates: A- or better by A.M. Best Company, Aa3 by Moody or AA+ by Standard & Poor's. The Provider Company must be licensed and registered to do business in the State of Florida.

Mutual Funds: The Company managing the mutual fund must be listed in the daily listing of funds as provided by the National Association of Securities Dealers. The Provider Company must be licensed and registered to do business in the State of Florida. The Provider Company must have at least \$50,000,000 in assets under management and a minimum of five years since inception.

Both will be reviewed based upon their standing with the Florida Department of Insurance of the Security and Exchange Commission.

Also, all vendors that wish to be considered for addition into the Bay County School District TSA program must agree to meet the following criteria:

1. Agree to properly execute the Information Sharing Agreement of Bay County School District.
2. Agree to provide all participant account information required to maintain compliance under existing 403(b) regulations in electronic format on no less than a monthly basis and provide this data in the Districts elected file format.
3. Agree to reimburse the School District or their designated third-party administrator up to ~~\$24~~12 per participant enrolled per plan year.
4. Agree to ensure that only the proposed product is sold by its employees or agents.
5. Load-based Provider Companies must also maintain twenty-five (25) or more participants with active payroll reduction agreements each year. Any company failing to meet the twenty-five (25) active payroll reduction agreement will be subject to [disqualification and removal at the discretion of the Committee](#)~~additional administrative fee structure. Each company will be given a 6-month grace period from the date of adoption of this board policy to obtain the twenty-five (25) participants. If at that time the companies have not obtained the required number of participants they will be responsible for the below mention administrative fees.~~
6. Any additional company that is considered by the committee to be added to the plan must obtain twenty-five (25) Salary Reduction Agreements before any payroll reduction can be implemented.

~~Additional Administrative Fee Structure—Any Vendor (not applicable to no-load providers) whose total number of participants falls below twenty-five (25) will be billed for additional administrative fees as follows:~~

- ~~———— 5 or less Participants ————  
———— \$20.00 per Participant per Month~~
- ~~———— 10 or less Participants ————  
———— \$10.00 per Participant per Month~~
- ~~———— 20 or less Participants ————  
———— \$ 5.00 per Participant per Month~~
- ~~———— 25 or more Participants ————  
———— \$ 0.00 per Participant per Month~~

Any company that does not submit the required administrative fee will be removed from the program and all future contributions will be suspended. In addition, the suspended company will not be eligible to apply for reconsideration for a 24-month period.



~~These numbers will be reviewed quarterly and vendors will be billed accordingly. Remittance of the additional fees shall be remitted directly to Bay County School District.~~

#### Solicitation of Participants

Vendors must receive written communication of approval by the Payroll Department, which shall occur after Board approval, prior to any marketing activities or solicitation of employees.

At their cost, the Vendors/Agents will be required to successfully complete the Bay District Schools fingerprint and background process prior to accessing any locations. Renewal of badges will be required annually and fingerprint/ background check required every five (5) years.

Representatives of authorized Vendors may conduct sales related programs at school or department locations upon the completion and receipt of an approved Request to Contact Principals, which may be obtained from the Bay County School Board Public Information Office. The Request to Contact Principals provides permission to contact the Principal or Department Head of the requested locations. Any appointment at a Bay District Schools location is at the discretion of the Principal or Department Head.

Each Vendor must designate an "agent of record" responsible for the Company's/Broker Dealer's dealings with the Employer. The agent of record shall have authority to correct, discipline and, if necessary terminate employees or agent representatives who breach the provisions of this Agreement, Memorandum of Understanding or any professional or ethical standards adhered to within the Vendor/Broker Dealer industry.

Vendor representatives must be on the authorized listing approved by the Employer prior to any marketing activities or solicitation of employees.

Only authorized vendor representatives on the approved list may sign the required paperwork for the Tax Sheltered Annuity accounts.

Each agent can only represent one Vendor/Broker Dealer to market IBC/Employer approved products.

If employee complaints about a specific company's client service become too numerous, as determined after an investigation by the District, the company at fault will be suspended from the authorized provider list.

If provider fails to comply with any of the terms and conditions previously agreed upon this would be grounds for disqualification.

*Authority: § 1001.41, Fla. Stat.*

*History: New, June 12, 1989*

*Revised: July 15, 1993, November 12, 1997; December 10, 2008*



WILLIAM V. HUSFELT III  
SUPERINTENDENT

1311 Balboa Avenue  
Panama City, Florida  
32401

(850) 872-4100

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

Joe W. Walker  
District 3

Ryan Neves  
District 4

Steve Moss  
District 5

DATE: February 11, 2020

MEMORANDUM

TO: School Board Members

FROM: William V. Husfelt III, Superintendent

AGENDA ITEM: Appointment of a School Board Member and Alternate School Board Member to the Value Adjustment Board

CONSENT OR **ACTION** (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval:               Discussion:           

Signature on file  
\_\_\_\_\_  
Superintendent

Board Action



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Joe W. Walker  
District 3

Ryan Neves  
District 4

Steve Moss  
District 5

DATE: February 11, 2020

MEMORANDUM

TO: School Board Members

FROM: William V. Husfelt III, Superintendent

AGENDA ITEM: Appointment of the School Board's Citizen Member to  
the Value Adjustment Board: David Lovett

CONSENT OR **ACTION** (Please circle one)

BUDGET AMOUNT:

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE  
(Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval:               Discussion:           

          Signature on file            
Superintendent

Board Action



Sharon Churchwell <churcsl@bay.k12.fl.us>

---

## Value Adjustment Board

---

**David Lovett** <dwlovet@madhatterautocenter.com>  
To: Sharon Churchwell <churcsl@bay.k12.fl.us>

Thu, Feb 6, 2020 at 7:10 PM

Sharon,

I would be honored to serve another term. Please pass my appreciation to the Board.

David Lovett

---

**From:** Sharon Churchwell <churcsl@bay.k12.fl.us>  
**Sent:** Wednesday, February 5, 2020 4:20 PM  
**To:** David Lovett <dwlovet@madhatterautocenter.com>  
**Subject:** Value Adjustment Board

[Quoted text hidden]

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District 4

Steve Moss  
District 5

February 11, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent

FROM: Doug Lee, Executive Director for Operational Services

AGENDA ITEM: Springfield Elementary School Roof Repair Change Order

CONSENT OR **ACTION** (Please circle one)

BUDGET AMOUNT: N/A

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE (Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:

Fund	Function	Object	Cost Center	Project	Program
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SUPERINTENDENT'S RECOMMENDATION:

Approval:   X   Disapproval:            Discussion:           

Signature on file  
Superintendent


Board Action



# MEMORANDUM

Bill Husfelt, Superintendent  
Lee Walters, Director of Facilities

February 11, 2020

TO: Doug Lee, Executive Director of Operational Support Services  
FROM:  Lee Walters, Director of Facilities  
RE: Facilities Agenda Item – February 11, 2020

**Action Item: Springfield Elementary School Roof Repair Change Order #3:**

Inland Construction and Engineering, Inc. has requested a change order for the roof repair for Springfield Elementary School. The request is to repair 18,500 square feet TPO membrane and 2,000 square feet of ISO insulation for \$84,175.00. This request was reviewed and approved by the architect of the project, Clemons, Rutherford & Associates, Inc.

School Board approval of base bid:	\$279,803.00
Change Order #1:	-\$60,000 (Bid - Alt #1)
Change Order #2	-\$58,726.59 (Direct Material Purchase)
Current Contracted Amount:	\$161,076.41
Change Order #3:	\$84,175.00
New Contracted Amount:	\$245,251.41

This project is still below the Board Approved base bid of \$279,803.00 by **\$34,551.59**.

/klh





# MEMORANDUM

Bill Husfelt, Superintendent  
Doug Lee, Executive Director of Operational Support Services

February 7, 2020

TO: Doug Lee, Executive Director of Operational Support Services

FROM:  Lee Walters, Director of Facilities

RE: Facilities Agenda Item – February 11, 2020

**ACTION AGENDA ITEM: Approval of Bay High STEM Building First Phase Guaranteed Maximum Price (GMP) from GAC Contractors**

GAC Contractors has been working to prepare a Guaranteed Maximum Price (GMP) for the Bay High STEM Building First Phase Project. Included is the summary of the proposal.

School Board approval is requested of the following GMP: Bay High STEM Building First Phase - \$5,498,535.00

This GMP includes a negotiated construction management fee of 5% and a contingency amount of 5%.

/crp





4116 HIGHWAY 231 N. PANAMA CITY, FL 32404

PHONE  
850.785.4675

FAX  
850.769.3456

February 3, 2020

Bay District Schools  
School Board Members  
1311 Balboa Avenue  
Panama City, FL 32401

RE: Bay High STEM - GMP

ATTN: Bay District School Board Members,

Attached is a Phased Guaranteed Maximum Price (GMP) for the following Bid Packages:

Bid Package 2A – Sitework  
Bid Package 3A - Concrete  
Bid Package 15A – HVAC

A total of twelve (12) bids were received for the above referenced scope and the low bidder has been identified and included in the GMP of \$5,498,535. We request approval to proceed with this work.

Thank you,

Brett Hitchcock  
Project Manager

623 HARVARD AVE. UNIT 9  
DESTIN, FL 32541

QUALITY SINCE 1958  
CGC1522062.CUC056975.CBC057933

455 HARRISON AVE. SUITE A  
PANAMA CITY, FL 32401

Bay High STEM  
 Foundation GMP  
 January 30, 2020



Bid Package	Scope of Work	Total	Comments
1A	General Requirements	445,000	7.90%
2A	Sitework	574,122	
3A	Concrete	960,874	
15C	HVAC	2,898,923	
SUBTOTAL		\$ 4,878,919	
Construction Contingency (5%)		243,946	
SUBTOTAL		\$ 5,122,865	
General Liability Insurance & Taxes (.61%)		31,249	
Builder's Risk Insurance (.60%)		30,737	
SUBTOTAL		\$ 5,184,851	
Contractor Fee/Overhead (5%)		259,243	
SUBTOTAL		\$ 5,444,094	
Payment/Performance Bond (1%)		54,441	
GRAND TOTAL		\$ 5,498,535	



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Ryan Neves  
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Steve Moss  
District 5

February 3, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent  
FROM: Doug Lee, Executive Director for Operational Services

AGENDA ITEM: Construction Management Selection for Renovations of Cafeteria Serving Lines – Cedar Grove Elementary, Parker Elementary, Deer Point Elementary, and Breakfast Point Academy

CONSENT OR ACTION (Please circle one)

BUDGET AMOUNT: N/A

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE (Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:  
Fund    Function    Object    Cost Center    Project    Program

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X      Disapproval:           Discussion:       

Signature on file

\_\_\_\_\_  
Superintendent

Board Action



# MEMORANDUM

Bill Husfelt, Superintendent  
Lee Walters, Director of Facilities

February 4, 2020

TO: Doug Lee, Executive Director of Operational Support Services

FROM:  Lee Walters, Director of Facilities

RE: Facilities Agenda Item – February 11, 2020

**ACTION ITEM: Selection of Construction Manager:** Four construction management firms submitted qualifications to be considered to provide construction management services for the renovation of food service lines at four schools. These four schools are: Cedar Grove Elementary, Parker Elementary, Deer Point Elementary and Breakfast Point Academy. The funding for this project is food service funds.

The Professional Services Selection Committee (PSSC) interviewed four applicants on Tuesday, February 4. The firms interviewed were; Rippee Construction, Inc.; Lord and Son Construction, Inc.; GAC Contractors, Inc.; and C. Lawrence Construction Services. The PSSC Committee consisted of Lee Walters, Director of Facilities; Doug Lee, Executive Director for Operational Support Services; Dan Fuller, Manager of Purchasing Services; Jerry Smith, Supervisor of Maintenance and Julio Narvaez of Chartwells. Kyle Rowell, Project Manager and Karen Hall, Contract Manager from the Facilities Department, Rick Young and Jackie Dorman from the Purchasing Department and the Project Engineer Matt Scaringe attended the interviews as observers.

Per School Board Policy, the PSSC recommends a first, second and third ranked firm for each project. If negotiations for the guaranteed maximum price are not successful with the first ranked firm, Bay District Schools would have the option of moving to the second and, if needed, the third ranked firm.

The recommended rankings are as follows:

1. Rippee Construction, Inc.
2. GAC Contractors, Inc.
3. C. Lawrence Construction Services

/sas



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District 5

February 3, 2020

MEMORANDUM

TO: William V. Husfelt III, Superintendent

FROM: Doug Lee, Executive Director for Operational Services

AGENDA ITEM: Approval of Architectural Fees from Florida Architects for the Bay High Fine Arts Center

CONSENT OR **ACTION** (Please circle one)

BUDGET AMOUNT: N/A

IN CURRENT BUDGET OR UNAPPROPRIATED FUND BALANCE (Please circle one)

IF BUDGETED, GIVE BUDGET ACCOUNT NUMBERS:

Fund	Function	Object	Cost Center	Project	Program
------	----------	--------	-------------	---------	---------

SUPERINTENDENT'S RECOMMENDATION:

Approval:   X   Disapproval:            Discussion:           

Signature on file

\_\_\_\_\_  
Superintendent

Board Action



# MEMORANDUM

Bill Husfelt, Superintendent  
Lee Walters, Director of Facilities

February 4, 2020

TO: Doug Lee, Executive Director of Operational Support Services

FROM:  Lee Walters, Director of Facilities

RE: Facilities Agenda Item – February 11, 2020

**ACTION ITEM: Architectural Fee Proposal for Bay High School Barbara W. Nelson Fine Arts Center Project:** School Board approval is requested of the fee proposal of \$775,712.00 submitted by Florida Architects for the architectural design and engineering services for the construction of the new Barbara W. Nelson Fine Arts Center at Bay High School. This project is being funded from half-cent sales tax funds. The copy of the proposal from Joe Sorci at Florida Architects is included for your review.

/sas



Bay District Schools, Florida  
Florida Architects, Inc. Proposal for Professional Services  
**Bay High School**  
**BARBARA W. NELSON FINE ARTS CENTER PROJECT**



November 14, 2019

Mr. Leon Walters, Facilities Director  
Facilities Planning & Construction  
1311 Balboa Avenue  
Panama City, Florida 32401

Re: Exhibit "A" - Project Fee Negotiations Proposal  
Bay High School, Barbara W. Nelson Fine Arts Center Project

Dear Mr. Walters:

Florida Architects, Inc. is pleased to offer you this proposal under the CCNA Project selection process for the referenced Project. FLA is very excited to be selected for this contract with Bay District Schools. Please review the following proposal and do not hesitate to call us with any questions or concerns. Thank you, the selection committee, the Superintendent, and the School Board for this opportunity. We sincerely look forward to working with you, staff, community sponsors and donors, and best serving the District.

Sincerely,  
FLORIDA ARCHITECTS, INC.

**Joseph J.  
Sorci**

Digitally signed by Joseph J. Sorci  
DN: cn=Joseph J. Sorci, o=ou,  
email=jsorci@floridaarchitects.com,  
c=US  
Date: 2020.02.03 09:34:57 -0600

Joseph Sorci, AIA, LEED® AP, GGP  
President

cc: Valli Sorci, CEO, FLA Director of Business Services

Attachment: Exhibit "A" Proposal to the BDS Standard Form of Agreement  
BDS Standard Form of Agreement Between the Owner and Architect



**Project Name:** Bay High School, Barbara W. Nelson Fine Arts Center Project

**Staff Member Sign-Offs:** Joseph J. Sorci, AIA, LEED® AP, President  
Florida Architects, Inc.  
Mobile: 850.333.2615

Mr. Leon Walters, Director of Facilities  
Facilities Planning & Construction

**Location of Services:** Bay High School  
1200 Harrison Avenue  
Panama City, Florida 32401  
Phone: 850.767.4600  
Principal: Billy May



**Florida Architects, Inc.**  
648 Florida Avenue  
Panama City, Florida 32401  
Phone: 850.257.5400

**Proposed Schedule:** Proposed Start Date (NTP) December 11, 2019

Proposed Schedule (this preliminary schedule is subject to change based on the District's input & NTP):

PRE-DESIGN PHASE:

Survey & Geotech Report	By Owner 6-Weeks
Programming	2-Weeks
Owner Program Review	1-Week

SCHEMATIC DESIGN PHASE:

Concept Design Workshops	2-Weeks
Owner & CM Concept Review	1-Week
Schematic Design Workshops	2-Weeks
Schematic Design Docs	2-Weeks
Owner & CM Schematic Review	2-Weeks





DESIGN DEVELOPMENT PHASE:

Design Development Workshops	4-Weeks
Design Development Docs	4-Weeks
Owner & CM Review DD's	2-Weeks

CONSTRUCTION DOCUMENTS PHASE:

CD Phase Workshops	4-Weeks
CD Phase (50% Complete)	4-Weeks
Owner 50% Review Comments	2-Weeks
CD Phase 90% CD's	3-Weeks
Owner & CM Review Comments	2-Weeks
CD Phase 100%	2-Weeks
BDS School Board Approval	2-Weeks
CBO Plan Review & Permitting	4-Weeks

BIDDING PHASE (CM):

Advertise & Bidding	4-Weeks
Non-Mandatory Pre-Bid Conf.	1-Day
Last Day for Questions	N/A
Bid Opening	1-Week
School Board GMP Approval	2-Weeks
Notice-To-Proceed:	1-Week
Substantial Completion	420-Days (14-Mo.)
Final Completion	21-Days
School Board Approval*	2-Weeks

**Detailed Scope-of-Services:** This Proposal reflects the single Phase Project Bay District Schools RFQ dated June 5, 2019. Also, the District's Standard Form of Agreement includes the following special provisions additional to the State of Florida Department of Management Services standard guidelines for basic services has been considered:

- Additional Professional Services (Article 2.1.2):  
*"Civil Engineering & Land Surveying (by Owner)*  
*Structured Cabling Surveying/Voice/Data/Security/AV Systems*  
*Site Lighting*  
*Geotechnical Consulting (by Owner)*  
*Landscape Design*  
*HVAC Load analysis & Energy Model"*  
**Note:** Building Permitting & Inspections by the District.



2. Building Program (Article 2.2):  
*"The ARCHITECT shall develop a space-needs program for the project that is compatible with the Owner provided description of the scope of work."*
3. Potential Multiple Funding Phases (RFQ):  
There may be two Phases of funding that might come into play that could impact the scope-of-work. The Contract fee negotiation will be based on up to 20,000 GSF facility with up to a Seven and One Half Million Dollars (\$9,900,000) Guaranteed Maximum Price (GMP) by the Construction Manager. Should additional funding become available beyond the \$9.9M and the Owner wishes to increase the scope, then the Architects Fee will be adjusted accordingly, including basic services, and the enumerated additional services proportionally.
4. 3D Rendering/Fly-Around (Article 2.5.2):  
*" the ARCHITECT shall prepare at no cost to the OWNER a minimum of one 24 inch by 36 inch three dimensional color graphic illustration and/or a digital "fly around" of the completed design."*
5. Construction Estimates (Article 2.5.3):  
*"The ARCHITECT shall submit to the OWNER an updated project schedule and a "Detailed Construction Cost Estimate" delineating any adjustments to previous schedules and Estimates of Construction Costs, Alternate Bid Costs, and identifying changes in project general requirements, project scope, project phases, or general market conditions." For this requirement, "Detailed Construction Estimate" shall mean a reasonable breakdown of probable cost items generally expected for the project and not a excessively detailed breakdown.*
6. Construction Cost (Articles 5.1 and 5.3):  
*"If the lowest bona fide bid or C.M. GMP exceeds the OWNER'S budget limitations, the OWNER shall (1) give written approval of an increase in such budget limitations, or; (2) authorize the ARCHITECT to rebid the Project within a reasonable time; or (3) request the ARCHITECT to cooperate in revising the project construction scope and quality as necessary to reduce the Construction Cost to the OWNER'S budget limitations. If the OWNER has not given written authorization for a change in the fixed fee amount of this contract, there will be no change in the fee amount paid for the tasks listed in items (1), (2) and (3) above." Also refer to item #3 above.*
7. Administration of the Construction Contract (Article 2.7.2):  
*" For this project, site meetings will be held weekly unless a greater frequency is mandated by the construction schedule." Also see item 5 above.*



8. Basis of Compensation (Article 7.1):  
*“ Payments for services of the ARCHITECT shall be made after receipt of required submittals and / or completion of specific services, and upon presentation of a detailed invoice in the OWNER'S standard invoice format. Partial payments for each phase of basic services will not be made.”* Note: It is customary and normal in the AIA Agreements for the AE to invoice monthly based on the percentage of work completed. This provision means that the AE must finance the work and therefore the fee addresses this requirement.
  
9. Special Terms & Conditions (Article 13.1.2):  
*“ It shall be the responsibility of the ARCHITECT to fully inform the OWNER of the progress of the Planning, Design and Construction of the Project. To this end the ARCHITECT shall furnish the OWNER with a complete and descriptive Status Report and a Forecasted Completion Schedule at the end of each month following the receipt of the signed Contract Document.”*

**Deliverables:** This Proposal includes the District’s Standard Form of Agreement deliverables.

**FLA Team Members:** Joseph J. Sorci, AIA, LEED® BD+C, GGP - President  
[jsorci@floridaarchitects.com](mailto:jsorci@floridaarchitects.com)  
Cell: 850.333.2615

Antonio Adessi, LEED® AP, Director of Design  
[aadessi@floridaarchitects.com](mailto:aadessi@floridaarchitects.com)  
Cell: 850.774.8166

Markus J. Gemsch, AIA, LEED® BD+C, GGP – Vice President & QA/QC  
[mgemsch@floridaarchitects.com](mailto:mgemsch@floridaarchitects.com)  
Cell: 407.947.1239

Nadejda Petrov, Project Manager  
[npetrov@floridaarchitects.com](mailto:npetrov@floridaarchitects.com)  
Office: 850.257.5400  
Cell: 850.238.0507

Valli Sorci, LEED® BD+C, CEO-Business Operations  
[vsorci@floridaarchitects.com](mailto:vsorci@floridaarchitects.com)  
Office: 850.257.5400  
Cell: 850.333.2615

Other Staff Members



**FLA Consultants: Basic Services:**

Structural Engineering:	McCarthy Engineering, Inc.
Mechanical Engineering:	Premier Engineering Group, LLC
Electrical Engineering:	Premier Engineering Group, LLC
Plumbing Engineering:	Premier Engineering Group, LLC

**Additional Services:**

Civil Engineering, Surveying, Geotech :	By Owner (N/A)
Landscape Design:	Sean Daly, ASLA, Lawnsapes
Structured Cabling:	Premier Engineering Group, LLC
HVAC Chiller & Distrib.	Premier Engineering Group, LLC
Site Lighting:	Premier Engineering Group, LLC
MP Acoustical Model & Design Acoustics, Audio-Visual, Production Camera, Digital Signage, Production Lighting and	
Stage Curtains systems:	Walthall & Associates, Inc.

**Compensation: Basic Services:**

Compensation for Basic Services shall be a fixed fee based on the DMS Fee Guideline and the additional provisions of the Owner's Standard Form of Agreement as enumerated herein:

New Fine Arts Facility:  
Budget: \$9,900,000 x 7.13% = \$706,237.00 Basic Services Fee

**Additional Services:**

Compensation for Additional Services beyond those listed below when required shall be negotiated as the need arises and in accordance with the Standard Form of Agreement.

**Additional Services:**

Building Programming	Florida Architects, Inc.	Included in Basic Services
3D Rendering & Fly-Around Video	Florida Architects, Inc.	Included in Basic Services
Castaldi Report for Existing Buildings To be razed (Bldgs 2-5, 17, 22)	Florida Architects, Inc.	Included in Basic Services
Civil Engineering Design, Permitting & Construction Administration:	By Owner	N/A



Site Survey (area of work):	By Owner	N/A
Geotechnical Investigation & Report	By Owner	N/A
Landscape & Irrigation Design:	Sean Daly, Lawnscares, Inc.	\$7,875.00
Technology; Data, Voice, TV, Intercom/PA:	Premier Engineering Group, LLC	\$21,450.00
Access Control & Security Cameras:	Premier Engineering Group, LLC	\$6,050.00
Site Lighting:		
<b>MP Acoustical Model &amp; Design</b>		
Acoustics, Audio-Visual, Production Camera, Digital Signage, Production Lighting and Stage Curtains systems:	Walthall & Associates, Inc.	\$25,850.00
HVAC Load Analysis:	Premier Engineering Group, LLC	\$4,400.00
Energy Model:	Premier Engineering Group, LLC	\$3,850.00
DOE Life Cycle Cost Analysis (\$5,500 if required)	Not Included at this Time	N/A
<b>Total Additional Services Fee:</b>		<b>\$69,475.00</b>
<b>Grand Total Basic and Additional Services Fees:</b>		<b>\$775,712.00</b>

Note: Owner will reimburse Architect for all Owner review/records document printing per Article VI of the Agreement.

*End of Proposal*

Attachment: Attachment "A" - State of Florida Department of Management Services Fee Calculator