**QUITMAN COUNTY BOARD OF EDUCATION**

**GEORGETOWN, GEORGIA**

**MINUTES OF JULY 12, 2018**

**REGULAR MEETING**

The Quitman County Board of Education met in a regular session on July 12, 2018, at 7:00 p.m. in the Boardroom of the Administrative Office, 215 Kaigler Road. Mr. Willie J. Anderson, Chairman, presided.

**PRESENT:** Mr. Willie J. Anderson, Chairman; Mr. Jimmy Eleby and Mr. Larry Wilborn; Board members; and Mrs. Victoria Harris, School Superintendent.

**ABSENT:** Mrs. Christi Green, Board member; and Mr. Billy Shirah, Sr., Board Vice Chairman.

**CALL TO ORDER AND OPENING CEREMONY**

The meeting was called to order by Chairman Anderson with a moment of silence followed by the Pledge.

**AGENDA APPROVAL**

On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Agenda as printed. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

**APPROVAL OF MINUTES**

The Superintendent recommended approval of June 5, 2018 Regular Board Minutes. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

**SUPERINTENDENT’S REPORTS & UPDATES**

Principal Jones did a virtual presentation due to him being in Florida for Professional Learning. His presentation included information on the Proposed Graduation Requirement Changes beginning the 2018-2019 School Year. He said the proposed change would increase local requirements from 23 to 27 credits. With approval, this would shorten the school day by 30 minutes. The students would get out at 3:00 p.m. instead of 3:30 p.m. He explained the state requirements for the total number of hours for a school day. He gave our rationale behind the proposed change. The change would affect 21st Century but not have a negative impact. Principal Jones will work with Ms. Brown, the 21st Century Director, to coordinate after school logistics. If the time for 21st Century should change, there will be a need to do an amendment.

Principal Jones stated that minor changes were done to the Student Handbooks and he feels good about the content and layouts.

Principal Jones asked Mrs. Kanesha Scales and Mr. Jacobris Jackson to talk with the Board about the Back to School Bash. The event will take place on Friday, July 27th at 9:00 a.m. in the high school gym. School Video Clips will be recorded and played at the ceremony. Board members were asked to do a 2 minute clip welcoming the staff and talking on the school climate. The Board members were to set up a time to come in and get their clip recorded.

Principal Jones said a lot of Professional Learning has taken place this summer.

Superintendent Harris presented Shawn Howard with his high school diploma. He was a summer graduate. Principal Jones congratulated Shawn Howard on receiving his high school diploma and gave him some very encouraging words. There was a small reception for his family and him as well as an opportunity for the Board to congratulate him.

The Superintendent shared with the Board the Professional Learning that she was engaged in this summer.

Superintendent Harris shared with the Board that our 4th grade students had been selected to take the NAEP. The math and reading tests will be administered on March 5, 2019 on tablets provided by NAEP.

Superintendent Harris shared newspaper articles that appeared in the newspaper.

**PERSONNEL (EXECUTIVE SESSION)**

The Superintendent recommended entering executive session for the purpose of discussing personnel. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

On a motion by Mr. Eleby and a second by Mr. Wilborn, the Board voted unanimously (3, 0), to resume regular session. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

Chairman Anderson stated that the Board had met in executive session for the purpose of discussing personnel. No decisions were made and no votes were taken; only discussion took place. However, the Superintendent may have some recommendations resulting from the Executive Session.

The Superintendent recommended approval to hire Ms. Destynee Walker as the Band Teacher for the 2018-2019 School Year. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes) The motion passed.

The Superintendent recommended approval to hire Ms. Demetria Harris as a Math Teacher for the 2018-2019 school year pending approval of a Waiver from the Georgia Professional Standards Commission. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to hire Ms. Kasey Lynn Parker as a Special Education Teacher for the 2018-2019 school year. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to hire Ms. Alexis Farley as a Special Education Teacher for the 2018-2019 school year. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to hire Dr. Susan Scott as a Math Instructional Coach for the 2018-2019 school year. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to advertise for a chorus teacher. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

**FINANCE**

The Superintendent recommended approval of the Financial Report for June 2018. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval of the Tax Collections for May 2018. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent reported that she, Mrs. Gilbert, and Mr. Shirah met with the Auditors. This was a pre-audit conference. The Auditors hope to complete the audit by the end of August.

The Superintendent reviewed the bidding requirements for Capital Outlay Projects and gave each Board member a handout.

The Superintendent recommended approval to accept the Bright from the Start Pre-K Grant/Contract in the amount of $84,578.40. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to accept the Fresh Fruits & Vegetable Grant in the amount of $7,305.00. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent reviewed the Facility Safety Grant ($27,097). She supplied each Board member with a Frequently Asked Question flyer.

The Superintendent reviewed the FY19 CTAE Grant Allocations (Federal Perkins - $4,736.00 & State Grant - $7,150) and recommended its approval. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent's recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval of Ms. Lorrie Stafford, CPA, for completion of Financial Statements at $70 an hour, not to exceed $6,000. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

**MAINTENANCE & OPERATIONS**

The Superintendent discussed with the Board that Quitman County Schools was not allocated a bus by the State. She discussed that since we really need a bus she would like to buy or lease purchase one and recommended to approve to post bids. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent shared with the Board updates from Schneider Electric Energy Project. Each Board member received a written follow-up as well as a Punch List. The new air conditioning unit is installed and running in the elementary school’s server room. The Board of Education room has to be completed and then a walk through will be done by Mr. Philip Dodson of Schneider, Principal Jones and Superintendent Harris before the final signoff.

**NEW & UNFINISHED BUSINESS**

The Superintendent informed the Board that she would be meeting with Ms. Sonja Spalinger (SRJ Architect) on July 18th at 10:00 a.m. to discuss the Athletic Fields (future fields) and the 5 Year Facility Plan projects. The Board Chair, Vice Chair, Finance Officer, and Principal will be asked to attend this meeting. They will be looking at prioritizing needs to begin this work that will span over a 5-year period of time. We will receive $638,536 from the State to support the project.

The Superintendent discussed several scenarios for hiring a Security Resource Officer. She said she would keep everyone posted on the progress and hopes to begin the process soon.

Each Board member received a School Shooting Incident Report.

The Superintendent gave updates on the School Safety Plan.

The Superintendent shared Senate Bill 401 (Mandated Sexual Abuse & Assault Awareness Education) with the Board.

The Superintendent shared the Policies required by Law (Updated June 2018) with the Board of Education. She said she would also share it with the Superintendent’s Cabinet to make sure we are covered in our policies, handbooks, etc.

The Superintendent recommended approval to increase the local graduation requirements from 23 to 27 credits. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to accept the 2018-2019 Student Handbooks. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval of the SREB Contract for July 2018 through September 2018 (contains additional days for Science - $59,895). The funding is available. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

**ANNOUNCEMENTS**

The Superintendent informed the Board that the Back to School Bash would be held on Friday, July 27, 2018 at 9:00 a.m. in the high school gym. Each Board member is asked to participate in the video clip.

The Superintendent informed the Board that she has been selected to serve on the Columbus Technical College Executive Board.

The Superintendent said a follow-up on Strategic Planning would be done at the August 2018 regular Board meeting.

The Superintendent gave the Board their Board and Administrator Brochure for July 2018.

**ADJOURNMENT**

With there being no other business to discuss, on a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (3, 0), to adjourn. (Anderson, Eleby, and Wilborn voted yes.) The motion passed.

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Chairman Secretary