**QUITMAN COUNTY BOARD OF EDUCATION**

**GEORGETOWN, GEORGIA**

**MINUTES OF JUNE 5, 2018**

**REGULAR MEETING**

The Quitman County Board of Education met in a regular session on June 5, 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. Billy Shirah, Sr., Vice Chairman; Mr. Jimmy Eleby, Mrs. Christi Green, and Mr. Larry Wilborn; Board members; and Mrs. Victoria Harris, School Superintendent.

**ABSENT:** None.

**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. Shirah, the Board voted unanimously (5, 0), to accept the Agenda as printed. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

**APPROVAL OF MINUTES**

The Superintendent recommended approval of May 1, 2018 Regular Board Minutes. On a motion by Mr. Shirah and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval of May 22, 2018 Called Board Minutes. On a motion by Mr. Shirah and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

**SUPERINTENDENT’S REPORTS & UPDATES**

Principal Jones did a CCRPI Data Presentation for the Board of Education.

Superintendent Harris shared with the Board a 2018 Legislative Summary Report.

Superintendent Harris shared with the Board that Mrs. O’Shaunessy Massey, School Nurse, completed the Youth Mental Health – First Aid Training. The Certification is good until May 22, 2021.

Superintendent Harris shared several articles which featured our students along with employment ads 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. Shirah and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to resume regular session. (Anderson, Eleby, Green, Shirah, 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. Ethel Lunsford as a Math Teacher for the 2018-2019 School Year. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes) The motion passed.

The Superintendent recommended approval to hire Ms. BreeSummers Fair as a Kindergarten Paraprofessional for the 2018-2019 school year. On a motion by Mr. Shirah and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

**FINANCE**

The Superintendent recommended approval of the Financial Report for May 2018. On a motion by Mr. Shirah and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval of the Tax Collections for April 2018. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended to adopt the Budget presented for the 2018-2019 School Year. On a motion by Mr. Shirah and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to open a SPLOST 5 Bank Account. Two signatures will be required for disbursements. On a motion by Mr. Shirah and a second by Mrs. Green, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent gave the Board a report on the Audit Report for Year Ending June 30, 2016. The finding is closed.

The Superintendent informed the Board about a letter received from the State concerning Funding for School Safety. The amount of funding is $27,097. The funds can be used for capital projects and equipment. Principal Jones is working on getting quotes.

**MAINTENANCE & OPERATIONS**

The Superintendent shared with the Board the Maintenance Department’s summer cleaning schedule.

The Superintendent shared with the Board the Summer Lawn Care schedule.

**NEW & UNFINISHED BUSINESS**

The Superintendent recommended approval to accept Barber’s Dairy to supply milk to the School for the bid price of $0.289 per 8 oz. plastic bottle. Bid price will be good July 1, 2018 through June 30, 2019. Barber’s Dairy was the only bid that was submitted for milk. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to accept Flowers Baking Company to supply bread to the School July 1, 2018 through June 30, 2019. Flowers was the only bid that was submitted for bread. The prices remained the same as last year. On a motion by Mr. Shirah and a second by Mrs. Green, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to purchase food items from ACC Distributors July 1, 2018 through June 30, 2019. On a motion by Mr. Shirah and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to purchase pizzas from Basil Boss (the lowest bid submitted), July 1, 2018 through June 30, 2019. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to purchase paper supplies from ACC Distributors July 1, 2018 through June 30, 2019. On a motion by Mr. Shirah and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to purchase chemical products from ACC Distributors July 1, 2018 through June 30, 2019. On a motion by Mr. Wilborn and a second by Mr. Shirah, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to utilize Tabor for pest control services July 1, 2018 through June 30, 2019. The bid price is the same as last year and they were the only company to submit a bid. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to utilize Gala Gas for propane fuel July 1, 2018 through June 30, 2019. Gala was the only company to submit a bid. The bid price is the same as last year ($1.69 per gallon). On a motion by Mr. Shirah and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

The Superintendent recommended approval to utilize Tonya’s Corner Store to purchase diesel & gas July 1, 2018 through June 30, 2019. This was the only company to submit a bid. The bid price is the same as last year (4 ½ cents off the posted sign on the day of purchase). On a motion by Mr. Wilborn and a second by Mr. Shirah, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

**ANNOUNCEMENTS**

The Superintendent discussed the Quitman County School’s Summer Professional Learning Calendar (district & school staff).

The Superintendent gave the Board their Board and Administrator Brochure.

**ADJOURNMENT**

With there being no other business to discuss, on a motion by Mr. Wilborn and a second by Mr. Shirah, the Board voted unanimously (5, 0), to adjourn. (Anderson, Eleby, Green, Shirah, and Wilborn voted yes.) The motion passed.

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Chairman Secretary