**COFFEE COUNTY BOARD OF EDUCATION**

**MINUTES OF**

**APRIL 7, 2016**

A regular meeting of the Coffee County Board of Education was held on April 7, 2016, at 5:30 p.m. in the Board of Education Office, Elba, Alabama.

# MEMBERS PRESENT

Mike Bailey, Jimmy Clark, Larry Eddins, Shag LaPrade, Rubin McKinnon (Mr. McKinnon entered meeting at beginning of discussion of science lab renovations), Brian McLeod, Galen McWaters, and Terry Weeks, Superintendent

# MEMBERS ABSENT

None

# STAFF PRESENT

Jan Hendricks, Shannon Odom, and Donna Hataway

**OTHERS PRESENT**

Dale Marsh (Board Attorney), Elfriede Marsh (AEA UniServ Director), Courtney Gilley (Enterprise Ledger), Linda Hodge (Elba Clipper), Cassie Gibb (Southeast Sun), and Valencia Jones (WDHN TV)

**CALL TO ORDER, PRAYER, AND PLEDGE**

Mr. Bailey called the meeting to order. Mr. McLeod opened the meeting with prayer and Mr. McWaters led the pledge.

**ADOPTION OF AGENDA**

Mr. McLeod made a motion to adopt the agenda as presented. A second was made by Mr. Clark and passed unanimously.

**APPROVAL OF MINUTES OF MARCH 10, 2016**

Mr. Bailey asked if there were corrections to the minutes of March 10, 2016. No corrections were noted; therefore, the minutes were approved as printed.

**FINANCIAL STATEMENT FOR FEBRUARY 2016**

A copy of the February 2016 financial report was provided in each member’s packet.

**MCKEE AND ASSOCIATES – PRESENTATION REGARDING SCIENCE LAB RENOVATIONS**

Walter McKee with McKee and Associates discussed renovation of science labs at all schools as listed within the Capital Plan. (Mr. McKinnon entered the meeting.) At the conclusion of Mr. McKee’s presentation, Mr. Weeks stated he will request permission to bid this project at the May Board meeting so the work can be done during the summer.

**COUNTY ADMINISTRATOR, ROD MORGAN – SCHOOL RESOURCE OFFICER**

Rod Morgan, County Administrator, was asked to talk to the Board regarding the total cost of employing a School Resource Officer. Mr. Morgan stated that the employment of a SRO would be an additional employment within the sheriff’s department. If a SRO is to be hired for the upcoming school year, a deputy would have to be hired in May and participate in training in early June to receive certification as a SRO. The following employment information was provided:

* Work for the school system 180 days per year
* Salary of $45,000 per year (three years of experience)
* Additional expenses totaling $60,000 for an automobile, benefits, training, etc.
* Forty-three hour work week with the school system
* Propose the school system contract with the County Commission/Sheriff’s Department for $30,000 to hire a SRO
* Board has no liability

Mr. McWaters asked if the SRO would go to all schools. Mr. Weeks responded that during a typical week the SRO would go to all schools. Mr. McWaters stated he would like to work toward having a SRO at each school.

**ENTER INTO AGREEMENT WITH COFFEE COUNTY COMMISSION AND SHERIFF’S DEPARTMENT TO PROVIDE A COUNTY-WIDE SCHOOL RESOURCE OFFICER**

Mr. Weeks recommended entering into a one year renewable contract with the Coffee County Commission and Sheriff’s Department to provide a School Resource Officer for our school system for the 2016-2017 school year. The contracted amount that will be provided by the Coffee County Board of Education will be no more than $30,000 a year and will be renewable if both parties are in agreement. A motion was made by Mr. Clark and seconded by Mr. LaPrade to approve Mr. Weeks’ recommendation. In discussion Mr. McWaters stated he wanted the Board to work toward providing SRO services at all schools. The vote was unanimous in favor of the recommendation.

**APPROVAL OF SCHOOL CALENDAR FOR 2016-2017**

Mr. Weeks recommended approval of the 2016-2017 draft calendar as presented at the March 10 Board meeting. A motion was made by Mr. LaPrade to approve Mr. Weeks’ recommendation. A second was made by Mr. McLeod and passed unanimously.

**PERMISSION TO BID CNP PRODUCTS**

Mr. Weeks recommended the Board grant authorization to bid bread and bakery products for the 2016-2017 school year. With a motion by Mr. Clark and a second by Mr. LaPrade, the recommendation passed unanimously.

**ZION CHAPEL SCHOOL’S FINANCES**

Detailed discussion of Zion Chapel School’s financial situation and the need for Board assistance was discussed in a work session on March 24. Mr. Weeks recommended the Board assist Zion Chapel School by providing the funds necessary to cover their deficit balance and the Board retain monthly restitution payments that are due them. (Mr. Weeks noted that a breakdown of this information was provided in Board Members’ packets.) Mr. McLeod made a motion to accept the recommendation. A second was made by Mr. LaPrade and passed unanimously.

**DRAFT BOARD POLICIES**

The following draft policies were discussed during the March 24 work session and have been reviewed by Board Attorney, Dale Marsh. No changes have been made to the policies since presented on March 24.

1. **Seclusion and Restraint** – A draft policy was developed by Erika Tatum, attorney with Hill Hill Carter who specializes in special education law, and presented to the Board in May 2015. Adoption is mandated by the Alabama State Department of Education.
2. **Data Governance and Use** - Adoption is mandated by the Alabama State Department of Education.
3. **Virtual Education Option** - Alabama Code 2015-89 requires school boards to adopt a policy prior to the 2016-2017 school year.
4. **Student Religious Liberties at School** – Alabama Code 2015-129 mandates adoption of a policy.
5. **Erin’s Law** - Mr. Weeks wants to address Erin’s Law after he gets answers to questions he has regarding the requirements of the law. The Board must have guidelines in place prior to inservice 2016.
6. **Board Policy 2.305:** **Method of Voting** – Revise policy by correcting the reference. The correct reference is 36-25A-7.
7. **Board Policy 2.307: Public Participation** – The Board discussed deleting the word “regular” from the first sentence of the policy in order to allow the public to address the Board at any meeting. Some members wish to allow the public to address the Board at any meeting, while others want to keep the policy as is. Mr. Marsh will draft a policy for review at the next meeting and for vote thirty days later.

**PERSONNEL**

Mr. Weeks recommended the following personnel actions be approved as presented in writing.

Certificated Personnel

1. Employ **Bubba Nall** as varsity head football coach at Zion Chapel School for the 2016-2017 school year.

Classified Personnel

None

Mr. McWaters made a motion to approve the recommendation. A second was made by Mr. LaPrade and passed unanimously.

**ACKNOWLEDGEMENTS**

Mr. Bailey reminded Board members of the State Ethics Commission’s May 2 filing deadline for the Statement of Economic Interests form.

**SUPERINTENDENT’S COMMENTS**

1. Elizabeth Meads, a senior at Zion Chapel School, will receive a resolution from the State Board of Education on April 14 in recognition for being the ACT College and Career Readiness Campaign student nominee for the Student Readiness Award. As the state winner, Elizabeth will be recognized throughout the state and nation, with an opportunity to be chosen by ACT as the national winner. Mr. Weeks will attend the State Board Meeting.
2. The annual state bus inspection was recently conducted with outstanding results. Of the 31 buses inspected, no buses were found to have major deficiencies. Mr. Weeks commended mechanics, Jim Knight and Marc Johnson, bus drivers, and Mr. Killingsworth for this accomplishment.
3. State Aspire testing this week. All tests are online for the first time.

**NOTICE OF NEXT REGULAR MEETING**

The next regular meeting will be held on May 10, 2016, 5:30 p.m.

**ADJOURN**

There being no additional business, the meeting adjourned.