**COFFEE COUNTY BOARD OF EDUCATION**

**MINUTES OF**

**JUNE 2, 2016**

A regular meeting of the Coffee County Board of Education was held on June 2, 2016, at 5:30 p.m. in the Board of Education Office, Elba, Alabama.

# MEMBERS PRESENT

Mike Bailey, Larry Eddins, Shag LaPrade, Rubin McKinnon, Brian McLeod, Galen McWaters, and Terry Weeks, Superintendent

# MEMBERS ABSENT

Jimmy Clark

# STAFF PRESENT

Jan Hendricks, Shannon Odom, and Donna Hataway

**OTHERS PRESENT**

James Tarbox (Board Attorney), Linda Hodge (Elba Clipper), Courtney Gilley (Enterprise Ledger), and Cassie Gibbs (Southeast Sun)

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

Mr. Bailey called the meeting to order. Mr. McKinnon opened the meeting with prayer and Mr. LaPrade led the pledge.

**ADOPTION OF AGENDA**

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

**APPROVAL OF MINUTES OF MAY 10 AND MAY 26, 2016**

Mr. Bailey asked if there were corrections to the minutes of May 10 and May 26, 2016. No corrections were noted; therefore, the minutes were approved as printed.

**FINANCIAL STATEMENT FOR APRIL 2016**

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

**REVISION OF CAFETERIA CHARGE POLICY**

CNP Director, Jan Hendricks, proposed changing the CNP cafeteria charge procedure to allow students a maximum $20 charge to their account. Mr. Weeks recommended approval of the new charge procedure as provided in their packet and as discussed by Mrs. Hendricks. A motion was made by Mr. McLeod to approve the motion. A second was made by Mr. LaPrade and passed unanimously.

**JOINT PURCHASING AGREEMENT FOR SUBSTITUTE AND OTHER PERSONNEL SERVICES**

CSFO, Shannon Odom, discussed a joint purchasing agreement for substitute and other personnel services. Our system currently utilizes Kelley Services for substitute and other personnel services; however, state law mandates they be bid. Enterprise City School System is the bid agent and all school systems from District 3 are invited to participate. Systems should receive better prices for certificated, non-certificated, and contract services by bidding through the joint agreement which is good for five years. Mrs. Odom noted that the Board’s approval of the agreement would not obligate them to purchase from the bid, but would allow the Board to participate if it elects to do so. Mr. Weeks recommended approval for the Coffee County School System to enter into a joint purchasing agreement with Southeast Alabama Schools Cooperative (SEASC) with the understanding that approval of the agreement does not obligate either party. A motion was made by Mr. LaPrade to accept Mr. Weeks’ recommendation. A second was made by Mr. Eddins and passed unanimously.

**DRAFT BOARD POLICY – 2.-307 PUBLIC PARTICIPATION**

Board Policy 2.307: Public Participation was again presented in draft form due to additional changes recommended by the Board Attorney. The revisions are as follows:

* Last paragraph - The determination for the inclusion of the individual or delegation on the agenda at the next meeting **will** be made by the Superintendent, subject to Board review. (The word “will” replaced the word “shall” in the prior draft.)
* The word “regular” notating the type of meeting in which the public could address the Board was to be deleted throughout the policy, but was overlooked in one paragraph. This was corrected in the current draft policy.

**SCHEDULE OF MEETINGS**

The following schedule of meetings was presented for approval:

 July 14, 2016 August 4, 2016 September 1, 2016

 October 6, 2016 November 3, 2016 December 1, 2016

A motion was made by Mr. Eddins to adopt the schedule as presented. A second was made by Mr. McKinnon and passed unanimously.

**PERSONNEL**

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

Certificated Personnel

The following resignation is recommended to be accepted:

1. Monte Baugh – Agriscience teacher at Zion Chapel School

The following employments are recommended to be accepted:

1. Claire Bailey – Early childhood teacher at Kinston School
2. McKenzi Grantham – Math teacher at New Brockton High School
3. Eric Reynolds – Social science teacher at New Brockton High School
4. Charles Windham – Science teacher at New Brockton High School
5. Megan Carson – Elementary teacher at Zion Chapel School

The following transfer is recommended to be accepted:

1. Chelsi Jones – From kindergarten teacher at Zion Chapel School to Pre-K teacher at Zion Chapel School.

Classified Personnel

None

A motion was made by Mr. McLeod and seconded by Mr. LaPrade to approve Mr. Weeks’ personnel recommendation. All members voted in favor of the recommendation with the exception of Mr. Bailey who abstained from voting.

**ACKNOWLEDGEMENTS**

Board members expressed their appreciation for the hard work of students, parents, and employees for another successful school year. Mr. Weeks was congratulated on the successful end of his first school year as superintendent.

**SUPERINTENDENT’S COMMENTS**

* Mr. Weeks congratulated Mr. LaPrade on his selection by Betty Peters, State Board of Education member, to serve on the ESAA Committee. Mr. LaPrade is one of twenty people statewide to be selected.
* McKee and Associates will be ready to bid the science lab project the first of next week.
* Work on the KHS gymnasium is progressing. Walls and roof are up and the crew is currently running conduit. The project is expected to be ready for state inspection the first week of August.
* Tunnel house is currently being constructed at Zion Chapel School.
* Thank you to everyone for their vital role in making this a great school year.

**NOTICE OF NEXT REGULAR MEETING**

The next regular meeting will be held on July 14, 2016, 5:30 p.m.

**ADJOURN**

There being no additional business, the meeting adjourned.