

The Pickens County Board of Education met on November 19, 2012 at the Central Office (377 LaDow Center Circle) at 6:30 p.m. Mr. Michael Hinton, Mrs. Annie Jackson, Mrs. LaSonja Richardson and Mrs. Debbie Holley were present. Mr. Nick Tolstick was absent. Others present were Superintendent, Leonard Duff, Mrs. Jennifer Shirley, Mrs. Vanessa Anthony, Ms. Anissa Ball, Mr. Jamie Chapman and Board Attorney Mr. Ray Ward.

The swearing in of the newly elected Board Members was conducted with Reverend Stanley McCrary swearing in Mrs. Annie Jackson and Attorney Ray Ward swearing in Mrs. LaSonja Richardson.

1. **ELECTION OF BOARD CHAIRMAN AND VICE CHAIRMAN:**

Superintendent, Leonard Duff opened the floor for nominations for Board Chairman for the new term November 2012 – October 2013. Mrs. Debbie Holley nominated Mr. Nick Tolstick. On a motion by Debbie Holley, seconded by Michael Hinton the Board unanimously voted to elect Nick Tolstick as Board Chairman. Superintendent Leonard Duff opened the floor for nominations for vice chairman for the 2012-13 term. Mrs. Debbie Holley nominated Mr. Michael Hinton. On a motion by Debbie Holley, seconded by Annie Jackson the Board unanimously voted to elect Mr. Hinton as Vice-Chairman for the 2012-13 term.

2. **MEETING OPENED:**

Vice Chairman, Michael Hinton welcomed everyone to the meeting and asked that a moment of silence be observed. On a motion by Debbie Holley, seconded by Annie Jackson the Board unanimously approved the meeting to be open.

3. **APPROVE AGENDA:**

On a motion by Debbie Holley, seconded by Annie Jackson the Board unanimously approved the agenda.

4. **APPROVE MINUTES:**

On a motion by Debbie Holley, seconded by Annie Jackson the Board unanimously approved the minutes of the October 15, 2012 meeting as presented.

5. **APPROVE PAYROLL:**

On a motion Debbie Holley, seconded by Annie Jackson the Board unanimously approved the October 2012 payroll as presented by CSFO, Jennifer Shirley.

6. **FINANCIAL REPORT:**

On a motion by Debbie Holley, seconded by LaSonja Richardson the Board unanimously approved the financial report as presented by Mrs. Jennifer Shirley for October and cash balances as follows:

General Fund	\$946,192.25
QZAB	105,581.91
Capital	1,106,068.62
Capital CD	340,232.05
Debt Service Fund	0.00
CNP Balance	
Federal Programs	0.00
Local Schools	573,716.52

7. **NEW FEDERAL MEAL PATTERN REQUIREMENT:**

Claude Adams, CNP Director gave a report on the new meal pattern requirements and the changes being made in the school lunch program to be in compliance with the new requirements. He went over the new daily and weekly requirements for lunch for both elementary and high school students. Mr. Adams also explained the meal pattern workbook and the meal nutrition calculation (per serving) that Child Nutrition will have to submit to the State Department showing that we are in compliance with the new requirements.

8. **SCHOOL BOARD GOVERNANCE IMPROVEMENT ACT:**

Board Attorney, Mr. Ray Ward went over the Local School Board Governance rule approved by the State Board of Education on October 11, 2012. He informed the Board of the Affirmation Certificate that each board member will need to complete and have recorded in the minutes of the board. The Board will also have to develop a district-specific code of conduct that meets minimum standard set by the act and have that policy in place by April 1, 2013. Mr. Ward also told the Board that specific guidelines and requirements regarding training for board members to ensure improved governance activities within each system were part of the new act.

9. **VOCATIONAL REHAB:**

Alesia Williams informed the Board that Jobs Coach, Janett Dixon was recognized as Educator of the Year by the Alabama Department of Rehabilitation Services at 2012 national Disability Employment Awareness Program in Tuscaloosa. Ms. Dixon was commended for establishing and implementing a comprehensive rehabilitation program in Pickens County.

10. **TEEN SUMMIT UPDATE:**

Dr. Duff reminded everyone of the Teen Summit to be held on November 25, 2012 at 3:00 p.m. in Carrollton at the Multi-Purpose Service Building. Mr. Chapman informed the Board that each school was offering incentives to the students that attend the summit.

11. **APPROVE POLICY REVISION COOPERATIVE EDUCATION PROGRAMS:**

On a motion by Debbie Holley, seconded by LaSonja Richardson the Board unanimously approved the Superintendent's recommendation to approve the Cooperative Education Programs Policy Revision.

12. **APPROVE POLICY REVISION LIVE WORK IN CAREER TECHNICAL PROGRAMS:**

On a motion by LaSonja Richardson, seconded by Debbie Holley the Board unanimously approve the Superintendent's recommendation to approve policy revision Live Career Technical Programs.

13. **APPROVE POLICY REVISION MAINTENANCE, REPAIR, UPDATING AND REPLACEMENT OF EQUIPMENT (CAREER TECHNICAL COURSES):**

On a motion by Debbie Holley, seconded by LaSonja Richardson the Board unanimously approve to the Superintendents recommendation to approve the policy revision.

14. **APPROVE EARLY PAY DATE OF DECEMBER PAYROLL:**

On a motion by LaSonja Richardson, seconded by Annie Jackson the Board unanimously approved the Superintendent's recommendation to borrow funds to make early December payroll.

15. **APPROVE PAPER BID:**

On a motion by Debbie Holley, seconded by Annie Jackson the Board unanimously approved the Superintendent's recommendation to accept the lowest responsible bidder, Newell Paper Company's bid of \$28.00 per case for 8 ½ x 11 copy paper.

On a motion by LaSonja Richardson, seconded by Annie Jackson the Board unanimously approved the Superintendent's recommendation to accept the lowest responsible bidder, Newell Paper Company's bid of \$39.50 for 8 ½ x 14 copy paper.

16. **APPROVE FLEET INSURANCE BID:**

On a motion by Debbie Holley, seconded by LaSonja Richardson the Board unanimously approved the Superintendent's recommendation to accept the only bidder, Hull and Associates, Inc.'s bid of \$35,123.57 for fleet insurance.

17. **DEVELOP POLICY – COMPLIANCE WITH THE SCHOOL BOARD GOVERNANCE IMPROVEMENT ACT:**

No action required. Attorney Ray Ward recommended that the Board schedule a work session before the January meeting to develop a Code of Conduct Policy. He explained they could then table the policy for 30 days as required, at the January meeting, then approve the policy at the February meeting, thereby meet the April 1st deadline.

18. **TABLE FOR 30 DAYS POLICY PROFESSIONAL ORGANIZATION MEMBERSHIP DUES:**

On a motion by Debbie Holley, seconded by LaSonja Richardson the Board unanimously agreed to table for 30 days Policy Professional Organization Membership Dues.

19. **TABLE FOR 30 DAYS POLICY GASB 54:**

On a motion by Debbie Holley, seconded by LaSonja Richardson the Board unanimously agreed to table for 30 days Policy GASB 54.

20. **PERSONNEL RECOMMENDATIONS:**

On a motion by Debbie Holley, seconded by Annie Jackson the Board unanimously approved the Superintendent's personnel recommendation as follows:

LEAVE OF ABSENCE

Teresa Barnett
April McDaniel

AES Teacher, effective 11/5/12 – 5/29/13
GHS Teacher, Maternity Leave, effective 1/22/13 – 3/4/13

RESIGNATION/RETIREMENT

Holly Wilson	CNP Worker, effective 1/1/13
J.P. Dixon	Bus Driver, effective 1/1/13
Amelia Thornton	PCHS Media Specialist, effective 11/19/12

LONG TERM SUBSTITUTE

Brenda McCrary	for Teresa Barnett, AES Teacher
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EMPLOYMENT

Janet Wilkins	CNP Worker, Gordo Elementary/High School
Caroline Hood	CNP Worker, Aliceville Elementary/Middle
Cynthia McCaa	CNP Worker, Aliceville High
Emily Sommerville	CNP Worker, Reform Elementary

21. EXECUTIVE SESSION:

On a motion by Debbie Holley, seconded by Annie Jackson the Board voted to convene at 7:50 p.m. for executive session. Board Attorney Ray Ward made legal declaration to convene with the Board in executive session to discuss legal and personnel matters. The Board reconvened at 9:00 p.m. and Vice Chairman Michael Hinton declared the meeting back into open session.

22. MEETING ADJOURNED:

There being no further business, Vice Chairman Michael Hinton adjourned the meeting at 9:02 p.m.

Chairman

Secretary