**QUITMAN COUNTY BOARD OF EDUCATION**

**GEORGETOWN, GEORGIA**

**MINUTES OF DECEMBER 7, 2010**

The Quitman County Board of Education met in a regular session on December 7, 2010, at 7:30 p.m. in the Boardroom of the Administrative Office, 215 Kaigler Road. Mr. Loyd T. Lewis, Chairman, presided.

**PRESENT:** Mr. Loyd T. Lewis, Chairman; Mr. Willie J. Anderson, Vice Chairman; Mr. Billy Shirah, Sr.; Board member; and Mr. William Burns, Superintendent.

**ABSENT:** Mrs. Cynthia Balkcom and Dr. Bobby D. Willis.

**CALL TO ORDER AND OPENING CEREMONY**

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

**AGENDA APPROVAL**

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

**APPROVAL OF MINUTES**

The Superintendent recommended the approval of November 2, 2010 Board minutes. On a motion by Mr. Shirah and a second by Mr. Anderson, the Board voted unanimously (3, 0) to accept the Superintendent’s recommendation. The motion passed.

**SUPERINTENDENT’S REPORTS & UPDATES**

The Superintendent reported that he would be sending a press release and picture from the GSBA Conference to the Cuthbert Southern and Eufaula Tribune. The Quitman Board was one of ten Boards recognized as a Board of Distinction.

The Superintendent and Board scheduled a called work session/Board meeting for December 14, 2010 at 7:30 p.m. Financial matters will be discussed.

The Superintendent reported that a Christmas luncheon would be held for the faculty and staff on Friday, December 17th at 1:00 p.m. in lieu of a Christmas party. Students will be released at 12:30. Board members and their wives are invited.

The Superintendent reported that the next regular Board meeting would be held on January 4, 2011 at 7:30 p.m. This will also be the first day back for students.

Mr. Joseph Williams, School Principal and Mr. Allen Fort, GDOE School Improvement Specialist, gave a presentation on school improvement. They discussed the instructional goals, things that are being done to reach those goals, and the next steps to be taken for the 2010-2011 school year. There was a question and answer session after the presentation.

**PERSONNEL**

The Superintendent recommended Mr. Lee Massey, Sr. as a substitute custodian, effective December 8, 2010. On a motion by Mr. Shirah and a second by Mr. Anderson, the Board voted unanimously (3, 0) to accept the Superintendent’s recommendation. The motion passed.

**FINANCIAL**

**1. Financial Report & Expenditures for November, 2010**

The Superintendent recommended approval of the financial report and approval of expenditures for November, 2010. On a motion by Mr. Shirah and a second by Mr. Anderson, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

**2. Tax Collections**

The Superintendent reported the tax collections for the month of October, 2010.

**3. Investments**

The Superintendent gave the Board an update on all investments.

**4. SPLOST Expenditure Report**

The Superintendent recommended approval of the SPLOST Expenditure Report which is required to be placed in our legal organ and be sent to the Georgia Department of Audits by December 15, 2010. On a motion by Mr. Shirah and a second by Mr. Anderson, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

**OPERATIONS**

**1. Bids**

The Superintendent recommended the following vendors for school food service bids which will be valid January 1, 2011 through June 30, 2011: bread – Flowers Baking Company; milk – Dairy Fresh of Eufaula; supplies and groceries – ACC and Glover, the school food service manager will order from the lowest bidder when placing an order. On a motion by Mr. Anderson and a second by Mr. Shirah, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended Griffin & Company of Albany, GA to supply our School Property & Casualty Insurance and Automobile Coverage beginning January 1, 2011-bid was $19,934. Young Johnston’s bid was $26,182 and Blanton & Griffin’s was $27,679. On a motion by Mr. Shirah and a second by Mr. Anderson, the Board voted unanimously (3, 0) to accept the Superintendent’s recommendation.

The Superintendent recommended Blanton & Griffin of Valdosta, GA to supply our Worker’s Compensation beginning January 1, 2011 – bid was $13,168. Griffin & Company’s bid was $15,445 and Young Johnston/Affinity’s bid was $21,362. On a motion by Mr. Shirah and a second by Mr. Anderson, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

**2. SPLOST Resolution**

The Superintendent recommended signing a resolution for a SPLOST election to be held in March 2011 for a $.01 sales tax. On a motion by Mr. Anderson and a second by Mr. Shirah, the Board voted unanimously (3, 0) to accept the Superintendent’s recommendation. The motion passed.

**3. Hearing Officer**

The Superintendent recommended Mr. James DeSantis to serve as the Quitman County School District’s hearing officer. On a motion by Mr. Anderson and a second by Mr. Shirah, the Board voted unanimously (3, 0) to accept the Superintendent’s recommendation. The motion passed.

**NEW & UNFINISHED BUSINESS**

**1. Debt Service Account**

The Superintendent recommended opening a new bank account with the name “Quitman County Schools Debt Service Account” as requested by the Georgia Department of Audits. On a motion by Mr. Shirah and a second by Mr. Anderson, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

**2. Discussions**

The Board inquired about what happens to used bus tires after they have been recapped for the first time and are no longer eligible to be re-capped again. The Superintendent said he was unaware of what happened with the last batch but would make sure the others are placed on the inside of the building. The Board said there is a “market” for the tires and in the past they were sold through the bid process and should continue to be sold to the highest bidder.

The Board and Superintendent discussed the policies that need to be approved by February deadline. These policies are the Code of Ethics, Conflicts of Interest, and Bullying. Chairman Lewis said the step by step guidelines are available to assist the Board in revising the various domains of the Code of Ethics.

The Board inquired about the status of the list of authorities of the hearing officer. The Superintendent said he was still working on it.

The Board and Superintendent discussed cell phone use by students at school. The Board said there are potential issues that could develop from students bringing cell phones to school. The Superintendent said we have a policy that prohibits cell phones; students can bring them but not use them during the school hours. School Principal Williams said if students are caught displaying the phones they are taken. The Superintendent said he would do more research to find out what can be done to enforce the policy.

**ADJOURNMENT**

With there being no other business to discuss, the Board voted unanimously (3, 0), to adjourn.

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**Chairman Secretary**