**QUITMAN COUNTY BOARD OF EDUCATION**

**GEORGETOWN, GEORGIA**

**MINUTES OF JULY 10, 2012**

The Quitman County Board of Education met in a regular session on July 10, 2012, at 6:30 p.m. in the Boardroom of the Administrative Office, 215 Kaigler Road. Mr. Loyd T. Lewis, Chairman, presided.

**PRESENT:** Mr. Loyd T. Lewis, Chairman; Mrs. Cynthia Balkcom and Dr. Bobby D. Willis; Board members; and Mr. Allen Fort, Superintendent.

**ABSENT:** None.

**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 Mrs. Balkcom and a second by Dr. Willis, the Board voted unanimously (3, 0), to accept the agenda as printed. The motion passed.

**APPROVAL OF MINUTES**

The Superintendent recommended the approval of June 5, 2012 Board minutes. On a motion by Dr. Willis and a second by Mrs. Balkcom, the Board voted unanimously (3, 0) to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended the approval of June 28, 2012 Board minutes. On a motion by Mrs. Balkcom and a second by Dr. Willis, the Board voted to accept the Superintendent’s recommendation. The motion passed.

**SUPERINTENDENT’S REPORTS & UPDATES**

The Superintendent informed the Board that he has draft copies of job descriptions for the Administrative Assistant, Counselor, Federal Programs/School Nutrition/School Finances, and Technology Coordinator, along with the Superintendent’s Evaluation Instrument. The Board said they would like to get a hard copy to review. The Superintendent said he would prepare them and give each member a copy.

The Superintendent said he would supply the Board with a list of items needed for the bus garage. He stated that he has talked to some local auto-part stores and welcomed the input of the Board. He will present the list at the next regular Board meeting.

The Superintendent reported that he has not decided on the purchase of the new school bus but would be prepared to give the Board additional information at the next regular Board meeting.

The Superintendent and Board agreed to have a called meeting on Thursday, July 19, 2012 at 9:00 a.m. to approve the 2012-2013 Budget.

The Superintendent reported that the cafeteria was requested for use for the “Joshua Project”. The Board informed the Superintendent to use the Board policy as his guideline to the request.

The Superintendent said we received the tax digest figures and he would include it in the recommendation when the budget is approved.

The Superintendent reported that August 7, 2012 would be the next regular Board meeting at 6:30 p.m.

**PERSONNEL**

The Superintendent recommended entering executive session for the purpose of discussing personnel. On a motion by Dr. Willis and a second by Mrs. Balkcom, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

On a motion by Dr. Willis and a second by Mrs. Balkcom, the Board voted unanimously (3, 0), to resume regular session. The motion passed.

Chairman Lewis 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 accepting the resignation of Ms. Belinda Forman, teacher, retroactive to June 30, 2012. On a motion by Mrs. Balkcom and a second by Dr. Willis, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval to hire Mr. Dustin Rucker as the Middle Grades Math teacher for the 2012-2013 school year. On a motion by Mrs. Balkcom and a second by Dr. Willis, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval to re-employ Mrs. Linda Bratcher as a 49% Title I reading teacher. On a motion by Mrs. Balkcom and a second by Dr. Willis, the Board voted unanimously (3, 0), to accept the Superintendent’s recommendation. The motion passed.

**FINANCIAL**

**1. Financial Report & Expenditures for June, 2012**

The Superintendent recommended approval of the financial report and approval of expenditures for June, 2012. On a motion by Mrs. Balkcom and a second by Dr. Willis, 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 May, 2012.

**NEW & UNFINISHED BUSINESS**

The Superintendent stated that he and the Board needed to decide on the wording of the Board member appointment to be used for advertising in the Eufaula Tribune. He said they could make a decision at the meeting on July 19th. After a brief discussion it was decided that the Board and Superintendent needed clarity on the Board Attorney’s recommendation and to have him place the recommendation in writing.

**ADJOURNMENT**

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

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Chairman Secretary