**QUITMAN COUNTY BOARD OF EDUCATION**

**GEORGETOWN, GEORGIA**

**MINUTES OF OCTOBER 4, 2016**

The Quitman County Board of Education met in a regular session on October 4, 2016, at 7:00 p.m. in the Boardroom of the Administrative Office, 215 Kaigler Road. Mr. Willie J. Anderson, Chairman, presided.

**PRESENT:** Mr. Willie J. Anderson, Chairman; Dr. Bobby D. Willis, Vice Chairman; Mr. Jimmy Eleby, Mr. Billy Shirah, Sr. and Mr. Larry Wilborn; Board members; and Mrs. Victoria Harris, School Superintendent.

**ABSENT:** None.

**CALL TO ORDER AND OPENING CEREMONY**

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

**AGENDA APPROVAL**

On a motion by Dr. Willis and a second by Mr. Shirah, the Board voted unanimously (5, 0), to accept the agenda as printed. The motion passed.

**APPROVAL OF MINUTES**

The Superintendent recommended the approval of September 6, 2016 regular Board minutes. On a motion by Mr. Wilborn and a second by Mr. Shirah, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended the approval of September 30, 2016 Called (Work Session) Board minutes. On a motion by Mr. Shirah and a second by Dr. Willis, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

**SUPERINTENDENT’S REPORTS & UPDATES**

The Superintendent shared with the Board a thank you letter written from Mr. Frank King.

The Superintendent shared with the Board the GADOE Curriculum & Instruction Updates for September 2016. She asked the Board to pay special attention to the Dual Enrollment – Move on When Ready Act section.

Principal Jon-Erik Jones reported that the first nine weeks of school was a success. He said the Juniors and Seniors would be doing an upcoming College Tour to Fort Valley State University on Saturday. Mr. Jones shared a proposed itinerary for a Senior Class trip to Orlando, Florida (4 nights beginning on Wednesday, May 17, 2017 and ending on Sunday, May 21, 2017). There will be fundraisers for the trip. The Athletic Handbook is a working document and was included for review and feedback. Athletic insurance will be addressed this year. Students are encouraged to purchase the school insurance.

Principal Jones presented the Board with two quotes (James Miller - $14,721 & Floor Care Specialists - $13,500) for refurbishing the gym floor. He recommended the use of Floor Care Specialists.

Principal Jones reviewed the following: Discipline Plan, PBIS Plan, and the Activities Calendar.

**EXECUTIVE SESSION (PERSONNEL & LAND PURCHASE)**

The Superintendent recommended entering executive session for the purpose of discussing personnel and land. On a motion by Dr. Willis and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

On a motion by Dr. Willis and a second by Mr. Eleby, the Board voted unanimously (5, 0), to resume regular session. The motion passed.

Chairman Anderson stated that the Board had met in executive session for the purpose of discussing personnel and land. 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 approval to hire Mrs. O’Shaugnessy Massey as the School Nurse. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval to hire Ms. Lasheena Davis as the Middle Grades Math Teacher. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0) to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval to hire Mr. Otis Hill as the Concession Stand Coordinator for the 2016-2017 school year. On a motion by Dr. Willis and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval to hire Mr. Ian Johnson as the Middle School Boys Assistant Basketball Coach. On a motion by Dr. Willis and a second by Mr. Shirah, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval to hire Ms. Edierana Anderson as a full-time school food service worker. (Mr. Anderson stated to let the record reflect that he is no relation to Mrs. Anderson) On a motion by Mr. Wilborn and a second by Dr. Willis, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

**FINANCIAL REPORT/TAX COLLECTIONS**

The Superintendent recommended the financial report and approval of expenditures for September 2016. On a motion by Mr. Shirah and a second by Dr. Willis, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed

The Superintendent reported the tax collections for August 2016.

**OPERATIONS**

The Superintendent presented the Board with Central Office Duties and Responsibilities.

**NEW & UNFINISHED BUSINESS**

The Superintendent presented the Board with ESPLOST renewal documents. She asked them to review it and she would give them planning steps at the Board Retreat.

The Superintendent recommended approval to continue to contract with Lori Stafford and Neta Pressley for the preparation of our financial statements for a payment not to exceed $5,000. On a motion by Mr. Wilborn and a second by Mr. Shirah, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval of Policy IHE – Promotion & Retention. On a motion by Dr. Willis and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

The Superintendent recommended approval to accept Floor Care Specialists to refurbish the gym floor for the amount of $13,500. On a motion by Dr. Willis and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed. \*\*\*On November 1, 2016 during the regular Board meeting, the Board officially voted to rescind its decision to accept Floor Care Specialists quote and change to Stevens Gymnasium for the amount of $11,800. This was done upon the recommendation of the Superintendent and unanimous approval of the Board.

The Superintendent recommended approval of the Senior Class Trip to Orlando, Florida. On a motion by Mr. Wilborn and a second by Mr. Eleby, the Board voted unanimously (5, 0), to accept the Superintendent’s recommendation. The motion passed.

**ADJOURNMENT**

With there being no other business to discuss, on a motion by Dr. Willis and a second by Mr. Wilborn, the Board voted unanimously (5, 0), to adjourn.

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Chairman Secretary