

ST. CLAIR COUNTY BOARD OF EDUCATION
CENTRAL OFFICE
 Board Meeting
October 29, 2007 ~ 6:00 PM

The regular meeting of the St. Clair County Board of Education was held on Monday, October 29, 2007. The meeting began at 6:00 pm at the central office with the following board members in attendance:

Scott Suttle	Angie Cobb	Randy Thompson
Pat Noah	John DeGaris	Terry Green

The following individuals were also in attendance:

Laura Nance	John Moore	Doris Versloo	Kevin Hathcock	Handley Hardy
Gary Hanner	Judy Sampley	Teresa Arnold	Constance Seymour	David Nicely
Mary Ann Hardy	Laura Slezak	Megan Slezak	Mike Slezak	Eloise Williams
Patty Robinson				

1. President Scott Suttle called the meeting to order.
2. A quorum of the board was present. Mr. Brasher was absent.
3. Mrs. Seals recommended approval of the Agenda with the addition of items 7,B the Personnel Addendum and item 9 and item 10. She also asked that item 7,J on the Personnel Agenda be voted as 8,C. Mrs. Noah made the motion to accept the agenda as recommended and Mrs. Cobb gave the second. All members voted YES.
4. Mrs. Seals recommended the approval of the Consent Agenda. Mrs. Noah made the motion and Mrs. Cobb gave the second. All members voted in favor.
 - A. Minutes-September 24, 2007
 - B. Disposition Request-Fixed Assets (*A copy will follow these minutes*)
 - C. Travel
 1. SJHS-Selected faculty member(s) to travel to Duluth, Georgia on December 12, 2007 to attend the Increasing the Comprehension and Fluency of your Title I Struggling Readers Seminar. Expenses will be paid from state funds.
 2. SHS-Selected faculty member(s) to travel to Daytona Beach, Florida on January 15-18, 2008 to attend the 2008 Effective Strategies Institute on Dropout Prevention. Expenses will be paid from state funds.
 3. Selected employees to attend the National Title I Conference in Nashville, Tennessee on January 31-February 2, 2008. Expenses will be paid from federal funds.
 4. SHS-selected faculty member(s), the 11th grade American History class and chaperones to travel to Warm Springs, Georgia on November 13, 2007 to tour Franklin D. Roosevelt's Little White House, museum, and polio pools. Students will pay their own expenses.
 5. SCCHS-selected faculty member(s) to travel to Pensacola, Florida on November 16-17, 2007 to attend the T3 Exploring Mathematics with T1-Nspire Technology. Expenses will be paid from state funds.
 6. Selected employee(s) to travel to Virginia Beach, Virginia on January 16-18, 2008 to attend the Reading Recovery Conference. Expenses will be paid from federal and local funds.
 7. Selected ELL teacher(s) to attend the TESOL Conference at Mississippi State University on January 18-19, 2008. Expenses will be paid from federal funds.

5. Recognition

Name	School	Award
Senator Del Marsh		\$50,000 Donation
Constance Seymour	OIS	Spirit Night at Chick-fil-A that netted \$570.00 for school fund raiser
Brooke Beason Hali Alexander Jordan Barnard Mollie Huff	SJHS	Their poems were published in the 2007 Anthology of Poetry by Young Americans book
2007-2008 Girls Volleyball	RHS	Area Champs
2007-2008 Girls Volleyball	SCCHS	Area Champs

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6. The following audience members addressed the board:

A. Meagan Slezak and Laura Slezak addressed the board regarding the selection process of Valedictorian and Salutatorian.

7. Laura Nance reported that the September 2007 financial report will be given at the November board meeting. She said that she is still in the process of closing out the fiscal year.

8. Mrs. Seals recommended the approval of the Personnel Agenda. She also recommended moving item 7,J to become item 8,C to be voted on separately. Mr. Thompson made the motion to approve the recommendation and Mrs. Noah gave the second. All members voted in favor of the Personnel Agenda.

8.A.

PERSONNEL AGENDA

1. **CHANGE OF CONTRACT**

EMPLOYEE	PREVIOUS CONTRACT	NEW CONTRACT	EFFECTIVE DATE
a. Julie Murphree	AES Teacher	Add homebound Teacher @ AES @ \$20 per hour plus mileage	October 1, 2007
b. Teresa Chatman	MHS Teacher	Add homebound Teacher @ MHS @ \$20 per hour plus mileage	October 1, 2007
c. Jada Williams	MJHS Teacher	Add homebound Teacher @ MJHS @ \$20 per hour plus travel	October 1, 2007
d. Christy Reaves	OIS Teacher	Add After School Tutoring Program Director @ \$30 per hour/2 days per week/1.5 hours per day	October 9, 2007-March 20, 2008
e. Alicia Burrell f. Carrie Tucker g. Ruth Roberts h. Kelly Wright i. Cameron Holland j. Monte Aaron k. Tammy Short l. Katie Amberson m. Meghan Hayes n. Tara Tillman	OIS Teachers	Add After School Tutoring Program Teacher @ \$25 per hour/ 2 days per week/1.5 hour per day/	October 9, 2007-March 20, 2008
o. Regina Tindle	SCCHS/240 day custodian	SCCHS Instructional/Bus Aide 182 day contract	October 30, 2007
p. Danny Ford q. Linda Hester	RHS /Teacher	Add one additional teaching block until December 20, 2007 to be paid at regular rate of pay on days present	October 30, 2007-December 20, 2007
r. Jason Tuggle	MES/Teacher	Add Moody Bus Driver	October 4, 2007

2. **RESIGNATIONS**

EMPLOYEE	POSITION	WORKSITE	EFFECTIVE DATE
a. Timothy Andrews	Teacher (SHS)and Bus Driver at Springville	Will retain teaching position but resigns bus driver position	October 8, 2007

3. **LEAVES – dates are subject to change**

EMPLOYEE	WORKSITE / POSITION	TYPE OF LEAVE	EFFECTIVE DATE
a. Susan Hill	Odenville/ESL Teacher	Medical Leave *does not qualify for FMLA	October 15-December 7, 2007
b. Trisha D. Gill	MMS/Teacher	FMLA	October 26, 2007-January 4, 2007
c. Robert Smith	MHS/Assistant Principal	FMLA	October 24, 2007-November 14, 2007
d. Brandy Phillips	RHS/Nurse	FMLA extended	October 30-November 26, 2007
e. Cindy Sanders	OES/Teacher	FMLA	October 15, 2007-January 4, 2008
f. Jamie Ragsdale	OES/Teacher	FMLA	November 10, 2007-January 14, 2008

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4. EMPLOYMENT (All new hires, certified and support, are contingent upon completed, satisfactory background check and completed personnel file.)

RECOMMENDATION	WORKSITE / POSITION	TERMS OF EMPLOYMENT	EFFECTIVE DATE
a. DeAndra Long	SES/Bus Driver	182 days (less number due to late start)	October 15, 2007
b. Billy Bunt	Nurse/SW	182 days (less number due to late start)	October 29, 2007 based at RHS
c. DeAna Byrd	PASS Grant Director-based at AHS	187 days (less number due to late start)- teacher salary schedule applies	October 30, 2007 *one year appointment
d. Cheryl Hollis Glenn	MES Teacher	187 days (less number due to late start)	October 30, 2007

5. EXTENDED DAY

a. Dana Higgins	MES	Teacher	\$15/hour	10/01/07
b. Alisha Nicole Palmer	MES	Student Aide	\$7/hour	10/01/07
c. Amanda Lynn Brand	SES	Student Aide	\$7/hour	10/01/07
d. Kelsey Ferris	SES	Student Aide	\$7/hour	10/01/07
e. Mirandal Nycole Kendricks	SES	Student Aide	\$7/hour	10/01/07

6. SUBSTITUTES

RECOMMENDATION	POSITION	EFFECTIVE DATE
a. Barbara Gover	Long Term Substitute Teacher for Math RHS	October 21-December 20, 2007
b. Patty Coker	Long Term Substitute Teacher for Cindy Sanders OES	October 15, 2007-January 4, 2008
c. Sheila Denise George	Substitute Nurse	October 30, 2007
d. Dana McCormack Johnson	Substitute Nurse	October 30, 2007
e. Erica Jean Ragan	Substitute Teacher	October 30, 2007
f. Janice Hunter	Long Term Substitute Teacher for Jamie Ragsdale OES	November 10, 2007-January 14, 2008
g. Linda E. Pentecost	Substitute Bus Driver	October 30, 2007

7. OTHER PERSONNEL ITEMS

A. OTHER

a. Joe Carroll	Hired August 27, 2007 board meeting as Bus Driver for Odenville	Date was August 15, 2006 should have been August 15, 2007
b. Walter P. Mealer	Assigned to SCCHS as base for Bus Route	Change to Odenville Elementary for payroll purposes, he does not have any students at SCCHS effective October 1, 2007
c. Lance Smith	Teacher SCCHS/remove Jr. High Wrestling from Lance Smith SCCHS	2007-2008
d. Josh Averett	Teacher SCCHS/Add Jr. High Wrestling-Odenville	2007-2008
e. Montie Montgomery	SHS Teacher/Add Assistant Football Coach @ \$3149.16	2007-2008
f. John Paul Taruc	Springville Teacher/ Add Baseball B Team Freshman @ \$1049.76	2007-2008
g. Pat Gann	MJHS Librarian/Add Technology Contract @ \$1200	2007-2008
h. Teresa Swainey	Was hired as bus driver for SES effective 9-25-07	Should have been effective September 19, 2007
i. Julia Phillips	AMS Librarian/Add technology contact for AMS @ \$1200	2007-2008
j. Jan Murray	RHS Aide changed to teacher October 9-19, 2007/Returns to Aide position on October 22, 2007 due to mix up at SDE concerning certificate	
k. Eddie Lowe	MHS B Team Basketball Coach replaces Jake Hibbs at request of principal (It was originally turned in wrong)	2007-2008 school year
l. Change from 9-24-07 board agenda to reflect that Belinda Self - Teacher of Extended Day	Effective date was September 24, 2007	Should have been August 14, 2007 As requested by Emily Davis Director

B. CONTRACTS

a. Kelly Wilson	Contract for speech services @ \$41 per hour	10-16-07
b. Wendy Williamson	Change Contract services for speech to allow for 15 hours per week @ \$41 per hour	10-16-07

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8.B. Mrs. Seals recommended the approval of the Personnel Addendum. Mr. Green moved to accept the recommendation and Mrs. Noah gave the second. All members voted YES.

8.B. **PERSONNEL ADDENDUM**

1. **SUBSTITUTES**

RECOMMENDATION	POSITION	EFFECTIVE DATE
a. Bridget Farrell	OMS Instructional Aide will agree to sub as an aide on the bus	October 30, 2007

2. **OTHER PERSONNEL ITEMS**

B. **CONTRACTS**

a. Rose Cence	Community Education Bookwork-contract extension thru November 1, 2007	\$10 per hour as needed not to exceed 17 hours per week
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8.C. Mrs. Seals recommended the approval of Personnel Agenda item 7,J to be voted on separately as item 8,C. Mrs. Noah moved to accept the recommendation and Mr. Thompson gave the second. Mrs. Cobb abstained from the vote. All other members voted in favor.

9. Mrs. Seals recommended the approval of the job descriptions for Transportation Utility Worker and CIRP Specialist. Mrs. Noah made the motion and Mrs. Cobb gave the second. All members voted in favor. *(A copy of these descriptions will follow these minutes)*

10. Mrs. Seals recommended the approval of a resolution for new debt in the amount of \$15 million dollars for the purpose of constructing new facilities and to refund existing debt series 1999-B and 1999-C for an overall savings of approximately \$465,000.00. Mr. Green moved to accept the recommendation and Mr. DeGaris gave the second. All members voted in favor.

11. Mrs. Seals recommended the approval of an addendum to real estate sales contract of Moody land to change the closing date to Friday, November 2, 2007 and also make the conveyance of the property subject to residential lease agreement of 18 months. Mr. Thompson moved to accept the recommendation and Mr. Green gave the second. All members voted YES.

12. Board members offered the following comments:

A. Mr. Thompson, Mrs. Cobb and Mrs. Noah asked that everyone remember the families of the students that were involved in the car accidents over the weekend.

13. Mrs. Seals offered the following comments:

Mrs. Seals said that the next Work Session is scheduled for November 5th at 6:00 pm. She said that she would be meeting with the town of Argo on Thursday to look at land for a possible school site. She also said that on the 20 day after Labor Day report we had 8306 students and that in the last two years our growth was up close to 5%. Our growth this year is around 1.5%. She stated that next week she would be out having minor surgery and that Mr. Moore would be here to address any problems that might arise. She then asked that everyone remember all the families of the students that were involved in the car accidents over the weekend.

14. Announce next Board Meeting- Regular board meeting-Monday, November 26, 2007 at 6:00 pm at the Central Office.

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15. President Scott Suttle recommended approval to adjourn. Mr. Thompson moved to approve the recommendation.

Approved the 26th day of November 2007.

Board President

Board Secretary

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**Transportation Utility Worker
Job Description Proposal**

Title: Utility Worker/Transportation

Job Goal: To provide efficient transportation for students; to serve as a system-wide substitute for regular drivers.

Reports to: Transportation supervisor

Qualifications:

1. Possess high school diploma or equivalent
2. Possess current Alabama driver license and CDL; state bus driver's certificate required
3. Have a safe driving record
4. Submit to and pay for mandatory background checks

Essential Functions:

1. Serve as system-wide substitute; work in all communities as a substitute, as directed by transportation supervisor
2. Expected work day: 4 hours
3. Obey all traffic laws and observe safety regulations for busses.
4. Pre-trip bus before each operation
5. Follow bus discipline policies outlined by the Board.
6. Conduct safety checks/evacuation drills as directed.
7. Maintain records as required by supervisor
8. Transport authorized students only, unless authorized by principal
9. Maintain discipline on bus; report infractions to principals.
10. Maintain professional relationship with all stakeholders such as students, parents, administrative staff, etc
11. Follow assigned route and stops
12. Keep assigned bus free of litter and clean
13. Notify supervisor of any mechanical and/or safety feature failures
14. Adhere to the dress code outlined in the employee handbook
15. Report all accidents and cooperate in the completion of any report related to accidents
16. Assist special needs students, as needed
17. Adhere to all Section 504/IDEA plans for students, as needed
18. Show ability to work politely and in a constant state of alertness
19. Demonstrate regular and predictable attendance and behavior.

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20. Report to transportation department or local school, as directed by supervisor, on days in which substitute work is not needed
21. Work with supervisor to maintain clean busses throughout the system
22. Perform light mechanical work and fuel busses, as requested

Salary: Based on system's salary schedule

Terms: 182 days

Evaluation: According to Board policy.

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**Continuous Improvement Residential Specialist (per SDE)
Job Description Proposal**

Title: Continuous Improvement Residential Specialist

Job Goal: To work effectively with all principals and local school staffs to maintain the highest level of academic performance from each; assist in mentoring new certificated personnel.

Reports to: Superintendent

Supervises: Secretary, as assigned

Qualifications:

1. Valid Alabama certificate endorsed in Administration
2. Five years administrative experience
3. Provide transportation to visit job sites
4. Ability to work with at-risk students and parents
5. Good public relations skills

Essential Functions:

1. Work in schools, in conjunction with the local staff, to assist at-risk youth in developing a comprehensive plan for high school graduation
2. Develop and approve, in coordination with principals, school improvement/continuous improvement plans.
3. Be responsible for textbook selection, procurement, and inventory; recommend textbooks to the superintendent for Board approval.
4. Assist in completing all local and SDE reports related to textbooks.
5. Assist federal programs coordinator and principals on matters related to school improvement, supplemental services, vendor, and transportation related to School Choice.
6. Coordinate efforts between career technical staff, special education teachers, and regular education teachers to develop a plan for graduation for at-risk youth.
7. Provide and recommend appropriate professional development opportunities for those who work with at-risk youth.
8. Assist curriculum coordinator with the district's testing program for grades K-12.
9. Assist federal programs coordinator, as requested, in writing and procurement of federal grants.
10. Assist in the administration of the Alabama Reading Initiative and Alabama Math, Science, and Technology Initiative; help to secure resources for schools through each program.

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11. Administer mentor program for certificated personnel for the district
12. Administer non-IDEA pre-school initiatives, grants, budgets, etc for the district; supervise pre-school staff.
13. Other duties as assigned by the superintendent.

Terms: 240 days

Salary: Based on Board's salary schedule for coordinators

Salary Sources:

Federal Programs: 6 months
IDEA: 1 month
At-Risk: 2 months
Children's First: 2 months
General: 1 month

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RESOLUTION _____

WHEREAS, the St. Clair County, Alabama Board of Education (the "Board") desires to commence a plan of financing for the purpose of refinancing existing indebtedness and to finance new improvements for the benefit of public schools in the District;

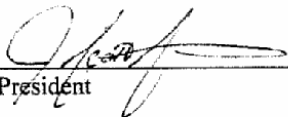
WHEREAS, the Board wishes to issue School Tax Refunding and Improvement Warrants to achieve debt service savings on prior indebtedness and to finance capital improvements totaling approximately \$15 million in principal amounts as may be necessary to effectuate the Board's plan of financing;

NOW, THEREFORE, BE IT RESOLVED BY THE ST. CLAIR COUNTY BOARD OF EDUCATION, as follows:

1. The Board hereby authorizes the engagement of Morgan Keegan & Co., Inc. to provide financial advisory services in connection with the public sale of warrants to finance capital improvement projects and the refunding of existing debt and Maynard Cooper & Gale P.C., to serve as bond counsel.
2. The officers of the Board are hereby authorized and directed to execute and deliver any and all documents necessary or convenient to effectuate the financing projects.
3. The Board Secretary is hereby instructed to place a copy of this resolution in the official minute book of the Board.

Adopted this 29th day of October, 2007.

[S E A L]



President

Attest:


Secretary