

## Summary of the Monthly Board Meeting, March 13, 2017

The Habersham County Board of Education met in a Work Session on Monday, March 13, 2017 at 3:30 p.m. at North Habersham Middle School. Present were:

Dr. Robert Barron  
Russ Nelson  
Pat Taylor  
Doug Westmoreland  
Rick Williams  
Matthew Cooper, Superintendent  
Jennifer Thacker, Board Attorney

Chair Dr. Robert Barron called the work session to order.

The Board unanimously accepted the work session agenda as presented.

Angela Robinson presented the strategic plan report. The Human Resource Department was the focus of the report.

Matthew Cooper led a board policy discussion regarding policy KG – Use of School Facilities.

Jennifer Thacker presented a draft with two policy change options for Board review and discussion.

A first reading of changes to KG – Use of School Facilities will be held during the April 3, 2017 regular board meeting.

Denise Gunn brought the facilities report.

Denise Gunn presented information regarding the recent request for proposals for lawn care services. Deadline for submitting bids was February 10, 2017 with 5 bids received.

Mrs. Gunn recommended Lee's Lawn Service for all elementary and middle schools at a total contract cost of \$102,920.00 or \$3,320.00 per week for 31 weeks beginning April 1, 2017 and ending October 31, 2017.

Approval of the Lawn Care Bid Recommendation will be a business item during the regular board meeting to follow at 6:00 p.m.

Denise Gunn presented a draft for board review and discussion regarding request for qualifications and request for proposals to provide design-build (DB) services for Hazel Grove Elementary and Woodville Elementary Schools additions and renovations.

The Board agreed to amend the regular board meeting agenda to add the following business item:

- Approve Request for Qualifications and Request for Proposals to Provide Design-Build Services for Hazel Grove Elementary and Woodville Elementary Schools Additions and Renovations (Bid Packet)

Matthew Cooper and Dr. Robert Barron led a discussion regarding upcoming board meetings.

The Board agreed on the following:

<u>Date</u>	<u>Meeting Type</u>	<u>Location</u>	<u>Time</u>
March 28, 2017	Budget Work Session and Called Meeting	BOE Board Room	3:30 pm
March 30, 2017	Work Session	Habersham Central	3:30 pm
April 3, 2017	Regular Monthly Board Meeting	BOE Board Room	6:00 pm

The Board unanimously voted to enter executive session for personnel and real estate reasons as described in the board minute's affidavit.

The Board unanimously voted to exit executive session.

No action was taken during executive session.

The Habersham County Board of Education held its Regular Monthly Meeting at 6:00 p.m. on Monday, March 13, 2017 at North Habersham Middle School. Present were:

Dr. Robert Barron  
Russ Nelson  
Pat Taylor  
Doug Westmoreland  
Rick Williams  
Matthew Cooper, Superintendent  
Jennifer Thacker, Board Attorney

Chair Dr. Robert Barron called the meeting to order.

Dr. Craig Ward of Bethlehem Baptist Church gave the invocation.

North Habersham Middle School Leadership Flex Group led the Pledge of Allegiance to the Flag.

Everyone enjoyed two song selections from the North Habersham Middle School 8<sup>th</sup> Grade Jazz Band.

The Board amended the agenda as follows:

- Change item #8e to #8f – Approve the Conferral of High School Diplomas for HB 91 Students
- Add item #8e - Approve Request for Qualifications and Request for Proposals to Provide Design-Build Services for Hazel Grove Elementary and Woodville Elementary Schools Additions and Renovations (Bid Packet)

The Board unanimously approved the amended agenda.

The minutes from the following meetings were unanimously approved:

- Work Session, February 9, 2017
- Regular Board Meeting, February 13, 2017
- Called Board Meeting, March 2, 2017

Under announcements and recognitions, Russ Nelson presented The Extra Mile Award to Donna Barrett, Teacher at Habersham Success Academy. Habersham Success Academy staff made the nomination and in their nomination state:

Donna Barrett goes above and beyond the call of duty daily for our students at the Success Academy. She spends her personal money on our student's by treating them to biscuits on Tuesday's. She makes home visits to check on student's progress and provide encouragement. She helps with afterschool and Sat. School. Ms. B keeps parents informed of student progress. She has linked the Success Academy with Vocational Rehab, and most importantly, she cares about the underdog students in Habersham County. She is a true example of what the Extra Mile Award stands for because she puts her heart and soul into our school. Ms. B also provides numerous gift cards to students so that they can pay the application fees to North Ga Tech. Ms. B is also known for helping students buy their caps and gowns for graduation if they can't afford it. Donna Barrett truly cares about the students at the Success Academy.

Mrs. Barrett received a framed certificate of recognition and a gift certificate to Subway.

Pat Taylor presented the Clarkesville Rotary Club Service Above Self Award to Melanie Price, Bus Driver for Habersham County Schools. Vicki Wade, Dee Myers and the staff of Baldwin Elementary School made the nomination and in their nomination state:

Ms. Price (Ms. Melanie as she is known by students) is an excellent bus driver every day. She knows all the students on her two busloads. She knows grade levels and with whom they may get off the bus. Each day she greets them when they get on, and tells them goodbye and to have a great day as they depart. She deserves the Service Above Self Award for her kindness and caring each day.

We are sending this nomination in recognition of her tireless efforts in driving for field trips. She does not just deposit us at the destination, but does everything she can to help with the trip. Teachers request that they have her for a driver, and she drives for us whenever she can.

There are two trips this year in particular where she served as driver, helper, and chaperone. Our chorus had the opportunity to sing at the Atlanta Thrashers hockey game. She drove us on a Sunday and helped chaperone as well.

The other trip was local to the nursing home near our school. This was a service project by our Rising Eagle students. This is a group of students nominated by teachers to be mentors and helpers around our school. They had a fashion show at the nursing home and Ms. Melanie drove them and helped when they arrived. She bragged on these students for their great behavior and made them feel special for their efforts in working with the elderly patients. Her positive attitude and respect for others makes her a great candidate for service above self.

Ms. Price received a framed certificate of recognition from the Clarkesville Rotary Club and a gift certificate to Midtown Grill.

Staci Newsome brought the financial report.

In the Superintendents Report, Mr. Cooper shared that March 13-17, 2017 is School Board Appreciation Week in Georgia. Board members were recognized and received a certificate of appreciation.

Mr. Cooper announced Habersham County Schools received the Bill Short Award from Habersham County United Way. The award is given to the company with the greatest percentage increase in contributions. Our contributions increased 11% from last year.

Habersham County Schools were also named one of the Top Corporate Donors for 2016.

Mr. Cooper thanked Renee York and Nancy Cathcart for their hard work and dedication to United Way.

Mr. Cooper recognized Michelle Blackburn as the 2016 Georgia School Social Worker of the Year.

After nominations were submitted from 10 districts in the state, Michelle Blackburn was chosen as Georgia School Social Worker of the Year. Ms. Blackburn will be recognized at the Georgia Department of Education later this spring.

Adam Bagwell gave a system safety update, which focused on the upcoming large-scale active shooter/armed intruder drill to be conducted by Habersham Central High School staff along with local law enforcement and emergency response agencies on March 17, 2017 from 1:30 p.m. to 3:30 p.m. at Habersham Central High School. March 17, 2017 is a teacher in-service day.

Mr. Cooper was pleased to announce that two Habersham County elementary schools have been named as Georgia Department of Education Reward Schools. Demorest Elementary and Level Grove Elementary were both named as Title I “High Progress” Reward Schools. A High-Progress Reward School is among the top ten percent of all Title I schools in the State of Georgia that are making the most progress in improving state test scores for the “all students” group over a three year period. Demorest Elementary and Level Grove Elementary were among the top ten percent of all schools ranked. There are only 8 High Progress Reward Schools in the entire fourteen school system Pioneer RESA district and 2 of them are from Habersham County.

Mr. Cooper recognized and presented trophies to the following schools for outstanding student and staff attendance for February 2017:

- Top Elementary School for Student Attendance – Hazel Grove Elementary School – 95.6% Student Attendance
- Top Secondary School for Student Attendance – Hilliard A. Wilbanks Middle School – 95.6% Student Attendance
- Top Elementary School for Staff Attendance – Cornelia Elementary School – 96.4% Staff Attendance
- Top Secondary School for Staff Attendance – Hilliard A. Wilbanks Middle School – 97.3% Staff Attendance

This concluded the Superintendent’s report.

The Board unanimously approved the consent agenda as follows:

Approved the following per diems:

- i. Work Session, February 9, 2017: Dr. Robert Barron, Russ Nelson, Pat Taylor, Doug Westmoreland, Rick Williams
- ii. Regular Board Meeting, February 13, 2017: Dr. Robert Barron, Russ Nelson, Pat Taylor, Doug Westmoreland, Rick Williams
- iii. Called Board Meeting, March 2, 2017: Dr. Robert Barron, Russ Nelson, Pat Taylor, Doug Westmoreland, Rick Williams

Approved the following requests to raise funds and field trip requests:

**Requests to Raise Funds**

<u>School</u>	<u>Organization</u>	<u>Fundraiser</u>
Cornelia Elementary	Student Council	Candy Gram Sales
Cornelia Elementary	PTO	Magazine/Candy/Cookie/Keepsake Sales
South Habersham Middle	Band	Easter Bunny Candy Sale
South Habersham Middle	Band	Cheesecake Sale
Level Grove Elementary	School	DASH Discount Card Sale
Habersham Central	Chorus	Krispy Kreme Doughnut Sales
Habersham Success Academy	Admin	Candy Sales/Wear your own clothes day
Woodville Elementary	PTO	Yard Sale
Woodville Elementary	PTO	Cook Book Fundraiser
Habersham Central	AFJROTC	Candy Sales
Habersham Ninth Grade	AFJROTC	Candy Sales

**Field Trip Requests**

<u>School</u>	<u>Organization</u>	<u>Dates &amp; Location</u>
Habersham Central	FCCLA	March 16-18, 2017 Athens, GA
Habersham Central	Literary Team	March 17-18, 2017 Warner Robins, GA
Habersham Central	Skills/USA	March 23-25, 2017 Atlanta, GA
Habersham Central	Boys & Girls Track	May 11-13, 2017 Carrollton, GA
North Habersham	8 <sup>th</sup> Grade	June 6-11, 2018 Orlando & Cape Canaveral, Florida
Habersham Central	Band of Blue	November 23-27, 2018 Los Angeles, California

Under business, the Board unanimously approved the financial report as presented.

Following Mr. Cooper's recommendation, the Board unanimously approved the following personnel recommendations including certified system administrators for the 2017-2018 school year.

**Personnel Recommendations:**

**Accept the following retirements:**

- Vicki Wade – Principal at Baldwin Elementary School – effective June 13, 2017
- Karen Hogan – Special Education Paraprofessional at Habersham Success Academy – effective February 28, 2017

**Accept the following 2017-2018 Certified System Administrators:**

Addison, BJ

Allison, Tracy  
Andrews, Rhonda  
Bagwell, Adam  
Berry, Keith  
Blackburn, Michelle  
Cantrell, Martha 50%  
Chitwood, Chris  
Chitwood, Jennifer  
Clement, Kathleen  
Dalton, Pam  
Davis, Susan  
Franklin, Connie  
Franklin, Patrick  
Garrett, Ernie  
Hood, Amy  
Hudson, Darlene  
Leenman, David  
Lent, Diane  
Long, Rodney  
Maxwell, Jill  
McCurdy, Amy  
McGee, Wes  
Penick, Daphne  
Pitts, Georgia  
Robinson, Angela  
Saxon, Lisa  
Stribling, Jonathan  
Thomas, Andrea  
Thomas, Marybeth  
Tuck, Brent  
Turpin, Misty  
Weems, Kevin  
Wilbanks, Michelle  
Yearwood, Connie  
York, Renee

The Board unanimously approved the following Lawn Care Bid recommendation as presented:

- Lee's Lawn Service for all elementary and middle schools at a total contract cost of \$102,920.00 or \$3,320.00 per week for 31 weeks beginning April 1, 2017 and ending October 31, 2017.

The Board unanimously elected Dr. Robert Barron to serve as GSBA Delegate and Russ Nelson to serve as GSBA Alternate. They will represent Habersham County Schools at the 2017 GSBA Delegate Assembly on Friday, June 9, 2017 in Savannah, Georgia.

The Board unanimously approved a Request for Qualifications and Request for Proposals to Provide Design-Build Services for Hazel Grove Elementary and Woodville Elementary Schools Additions and Renovations (Bid Packet).

The Board unanimously approved the Conferral of a High School Diploma under HB 91 for the following student:

<u>Name</u>	<u>Original Expected Date of Graduation</u>
Andrew Steven Harris	May 26, 2011

There were no public comments.

Dr. Barron thanked North Habersham Middle School for hosting the board meeting.

Dr. Barron thanked everyone for appreciation shown during Georgia School Board Appreciation Week.

The Board unanimously voted to adjourn the meeting.