**COFFEE COUNTY BOARD OF EDUCATION**

**MINUTES OF**

**May 30, 2024**

**Called Board Meeting**

A called meeting of the Coffee County Board of Education was held May 30, 2024, 5:30 p.m. in the Board of Education Office, Elba, Alabama.

# ATTENDANCE

# Brian McLeod, Galen McWaters, Brandi Carr, Sherry Eddins, Rhonda Strickland, Eric Payne, and Superintendent: Kelly Cobb

# ABSENT

Mike Bailey

**CALL TO ORDER**

Mr. McWaters called the meeting to order.

**ADOPTION OF AGENDA**

A motion was made by Mr. McLeod to adopt the agenda as presented. A second was made by Mrs. Carr, and it passed unanimously.

**STATE OF ALABAMA DEPARTMENT OF EXAMINERS OF PUBLIC ACCOUNTS**

Lynn Otto with the State of Alabama Department of Examiners of Public Accounts stated that no findings were noted in the report as a result of the audit for the period of October 1, 2022, through September 30, 2023.

**APPROVAL TO RENEW BID FOR MILK**

Mrs. Cobb recommended that the board approve to renew the bid for milk to Bedsole Milk. A motion was made by Mrs. Eddins to accept Mrs. Cobb’s recommendation with a second by Mrs. Strickland, and it passed unanimously.

**APPROVAL TO RENEW BID FOR PRODUCE**

Mrs. Cobb recommended that the board approve to renew the bid for produce to Regional Produce. Mrs. Strickland made a motion to accept Mrs. Cobb’s recommendation. A second was made by Mr. Payne, and it passed unanimously.

**APPROVAL TO RENEW BID FOR BREAD/BAKERY**

Mrs. Cobb recommended the board approve to renew the bid for bread/bakery to Flowers Bakeries Sales of Alabama, LLC, a motion was made by Mr. Payne with a second by Mrs. Carr, and it passed unanimously.

**EXECUTIVE SESSION (IF NEEDED)**

Mrs. Howell certified that an executive session was necessary to discuss pending litigation. Mrs. Eddins made a motion to enter into executive session with a second by Mrs. Strickland. By unanimous, individual voice vote, the Board entered executive session expected to last 10 minutes. Executive session began at 5:40 p.m. and concluded at 5:55 p.m. The Board reconvened at that time with Mr. McWaters stating no action and no vote was taken during executive session.

**PERSONNEL**

Mrs. Cobb recommended the following personnel action be approved as presented in writing:

**CERTIFICATED PERSONNEL**

**The following resignations are recommended to be approved:**

1. **Crystal Hawthorne –** Teacher at New Brockton Elementary.
2. **Adam Foster -**Teacher at Zion Chapel High School, effective May 24, 2024.
3. **Joshua O’Neal –** Teacher at Zion Chapel High School, effective May 24, 2024.
4. **Kevin Bond –** Teacher at Kinston School, effective May 21, 2024.

**The following employments are recommended to be approved:**

1. **Caitlin Barnes –** Teacher at New Brockton Elementary School for the 2024-2025 school year.
2. **Carli Rovito –** Teacher at New Brockton Elementary School for the 2024-2025 school year.
3. **Kristi Donaldson –** Instructional Coach/ELA teacher at Kinston School for the 2024-2025 school year.
4. **Ashley Meadows –** Instructional Coach at New Brockton Middle School for the 2024-2025 school year.

**CLASSIFIED PERSONNEL**

**The following resignations are recommended to be approved:**

1. **Marielle Galindo –** 10- monthCustodian at New Brockton Elementary School effective May 15, 2024.

**The following employments are recommended to be approved:**

1. **Ashley Janes –** Pre-K auxiliary teacher at New Brockton Elementary School for the 2024-2025 school year.
2. **April Taylor –** Secretary/Bookkeeper at New Brockton Elementary School for the 2024-2025 school year.
3. **Morgan Coxwell –** 10-month Custodian at New Brockton Elementary School for the 2024-2025 school year.

**The following transfer is recommended to be approved:**

1. **Courtney Jinright –** Secretary at Zion Chapel School to Secretary/Certification Clerk at Central Office.

Mr. McLeod made a motion to approve Mrs. Cobb’s recommendation with a second by Mr. Payne, and it passed unanimously.

**SUPERINTENDENT’S CONTRACT**

Mr. McWaters recommended that the board approve the Superintendent’s Contract that had been sent to them prior to the meeting. Mr. McWaters made a motion to accept the Superintendent’s Contract as presented. A second was made by Mr. McLeod, and it passed unanimously.

**ACKNOWLEDGMENTS**

Mrs. Strickland offered condolences to the ZC family that lost a student the past week. Mr. McWaters congratulated Mrs. Odom on a great report from the auditors. Several Board members congratulated Mrs. Cobb on her contract and stated that they looked forward to three more years.

**SUPERINTENDENT COMMENTS**

Mrs. Cobb recognized the transportation department for an excellent report from the state administrator, Chad Carpenter, stating that out of the 43 buses inspected, no major deficiencies were found. She stated that this was a testament to our entire transportation department, and we want to thank them all for maintaining a strong and safe fleet. Next, Mrs. Cobb presented copies of the changes to the Parent/Student Information Guide that will be recommended to be approved at the next board meeting. Lastly, Mrs. Cobb informed board members that a copy of a letter that was sent from the South Alabama Liberty Foundation was in their packet for their review.

**NOTICE OF NEXT REGULAR MEETING**

The next regular meeting will be held on June 6, 2024, 5:30 p.m.

**ADJOURN**

There being no further business, the meeting adjourned.