**COFFEE COUNTY BOARD OF EDUCATION**

**MINUTES OF**

**April 6, 2023**

**Regular Board Meeting**

A regular meeting of the Coffee County Board of Education was held April 6, 2023, 5:30 p.m. in the Board of Education Office, Elba, Alabama.

# ATTENDANCE

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

# ABSENT

Sherry Eddins

**CALL TO ORDER**

Mr. McWaters called the meeting to order.

**ADOPTION OF AGENDA**

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

**APPROVAL OF MINUTES OF FEBRUARY 28 AND MARCH 2, 2023**

The minutes of the February 28 and March 2, 2023, meetings were approved as printed.

**FINANCIAL STATEMENT AND BANK/CASH RECONCILIATION FOR FEBRUARY 2023**

The February financial statement and cash/bank reconciliation reports were provided.

**RECOGNITION OF NEW BROCKTON MIDDLE SCHOOL BETA CLUB**

Mrs. Cobb recognized the New Brockton Middle School BETA club and their accomplishments at the State Convention. This was the first year for Junior BETA at NBMS. They placed in 9 categories and won 1st place in 3 of the 9. Members who qualified for Nationals are 1st place winners: Ashlyn Baker (Language Arts), Grace McDuffie (Premier Performer, Dance), and Club Portfolio (Mary Koehler, Caroline Motley, Grace McDuffie, Ashlyn Baker, Kendra Gavette, Carlie Ward, Olivia Martin, JK Weeks, Racheal Wiggins, Adalynne Adkinson, Lucy Williams, and Ella Kate McPhaul) 2nd place qualifier: Lucy Williams (Pottery) 3rd place qualifier: Ashlyn Baker (Speech) 4th place qualifier: Club 3-D Design (JK Weeks, Reese Danford, Rachael Wiggins, Adalynne Adkinson, Carlie Ward), Living Literature (Kade Hankins, Olivia Martin, Gavin Long, Mary Koehler, Lucy Williams, Maddie Harlin) 5th place qualifiers: Quiz Bowl (Reese Eddins, Jenna Kate Weeks, Caroline Motley, and Grace McDuffie). I would also like to recognize the BETA sponsors, Connie Nichols, Lacy Ward, and Ashley Gresko, who have worked tirelessly this whole year, and our students were successful because of these ladies. They took our school’s plan of placing a focus on academic success, and they made that plan a reality. I know they didn’t get a plaque at the state convention, but if they did, it would be first place!

**APPROVAL OF JOB DESCRIPTION**

Mrs. Broaden spoke with board members informing them of the job description for a district-wide math coach. Board members were provided with a detailed job description list for this position. Mrs. Cobb asked the board members to approve the job description of math coach. Mr. Bailey made a motion to accept Mrs. Cobb’s recommendation with a second by Mrs. Strickland, and it passed unanimously.

**APPROVAL OF AGREEMENT OF SIMPLIFIED SELLERS USE TAX (SSUT)**

Mr. Rod Morgan spoke to board members on an agreement of the Simplified Sellers Use Tax (SSUT) and opened the floor for questions. Mrs. Cobb recommended the board approve the agreement of the Simplified Sellers Use Tax (SSUT). A motion was made by Mr. Payne with a second by Mrs. Carr and it passed unanimously.

**APPROVAL OF TEXTBOOK RECOMMENDATION**

Mrs. Cobb recommended the board approve the textbook recommendation of the entire list of English Language Arts and Career Tech materials adopted by the Alabama Board of Education. Mr. McLeod made a motion to accept Mrs. Cobb’s recommendation. A second was made by Mrs. Strickland, and it passed unanimously.

**ADOPTION OF LOW BID FOR ROOFING PROJECT AT ZION CHAPEL**

Bids for the roofing project at Zion Chapel are as follows:

E. Cornell Malone $336,740.00 Roofing Solutions $658,500.00

C&C Construction of NW FL $530,650.00 Old South Construction $299,410.00

Mrs. Cobb recommended the board approve the low bid to Old South Construction for $299,410.00.

A motion was made by Mrs. Carr with a second by Mr. Payne and it passed unanimously.

**NOMINATIONS FOR COUNTY BOARD OF EQUALIZATION**

Mr. McWaters entertained a motion for nominations for County Board of Equalization. Mr. McWaters nominated one nominee, Jimmy Clark. Mr. McWaters encouraged board members to have additional nominees prior to the August 1, 2023, deadline.

**PERSONNEL**

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

**CERTIFIED PERSONNEL**

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

1. **Sasha Jarrell –** Teacher at Kinston School, effective at the end of the 2022-2023 school year.
2. **Lauren Hutto –** Teacher at New Brockton Middle School, effective April 20, 2023.
3. **Lori Granger –** Teacher at New Brockton Elementary School, effective at the end of the 2022-2023 school year.
4. **Lloyd Evan Harvin –** Teacher at New Brockton Elementary School, effective at the end of the 2022-2023 school year.
5. **Misty Wambles –** Teacher at New Brockton Elementary School, effective at the end of the 2022-2023 school year.
6. **Tyler Reeves –** Teacher at New Brockton High School, effective at the end of the 2022-2023 school year.
7. **Molly Burt –** Teacher at New Brockton High School, effective at the end of the 2022-2023 school year.
8. **Haley Sanders –** Teacher at Zion Chapel School, effective at the end of the 2022-2023 school year.
9. **Courtney Day –** Teacher at Zion Chapel School, effective at the end of the 2022-2023 school year.
10. **Rebecca Garner –** Teacher at Zion Chapel School, effective at the end of the 2022-2023 school year.

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

1. **Sherri Weeks –** Teacher at Kinston School, effective June 1, 2023.

**The following non-renewal is recommended to be approved:**

1. **Nichole Capps –** Teacher at Zion Chapel Elementary School, effective at the end of the 2022-2023 school year.
2. **Bethany Tracy –** District-wide Speech Language Pathologist, effective at the end of the 2022-2023 school year.

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

1. **Presley Bracke –** Teacher at Kinston School for the 2023-2024 school year.
2. **Aundrea McLendon –** Teacher at Zion Chapel School for the 2023-2024 school year.
3. **Ashlee Phillips –** Teacher at Zion Chapel School for the 2023-2024 school year.
4. **Whitney Barnett –** Teacher at New Brockton High School for the 2023-2024 school year.
5. **Jason Barnett –** Teacher/Coach at New Brockton High School, effective April 10, 2023.
6. **Jackie Crane –** Teacher at New Brockton High School for the 2023-2024 school year.
7. **Marlee Boswell –** Teacher at New Brockton Middle School for the 2023-2024 school year.
8. **Cerralee Edmondson –** Teacher at New Brockton Elementary School for the 2023-2024 school year.
9. **Emily Cromer –** Physical Education Teacher at New Brockton Elementary School for the 2023-2024 school year.
10. **Gracie Coppage –** Teacher at New Brockton Elementary School for the 2023-2024 school year.

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

1. **Christopher Littleton –** TEAMS Math Teacher at New Brockton Middle School to TEAMS Math Teacher at Kinston School for the 2023-2024 school year.
2. **Heartlee Sanders –** Teacher at New Brockton High School to Teacher at New Brockton Middle School for the 2023-2024 school year.
3. **Jessie Grant –** Librarian at New Brockton Elementary School to Teacher at Zion Chapel School for the 2023-2024 school year.

**CLASSIFIED PERSONNEL**

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

1. **Sue Holmes –** Custodian at Kinston School, effective June 1, 2023.
2. **Sandra Moore –** CNP worker at Kinston School, effective June 1, 2023.

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

1. **Donna Mannherz -** Bus driver for Coffee County Schools. Ms. Mannherz is requesting catastrophic leave beginning March 6, 2023, through April 3, 2023.

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

**REQUEST TO APPEAR BEFORE THE BOARD**

Whitney Adkinson, the parent of a New Brockton Middle School student, addressed the Board in an open session.

**EXECUTIVE SESSION (IF NEEDED)**

No executive session was held.

**ACKNOWLEDGEMENTS**

Board members congratulated the New Brockton Middle School Junior Beta Club on their accomplishments. Mr. McLeod stated that he heard high praises about Zion Chapel and the way the school handled the storm that came through a few months ago. Mr. McWaters thanked everyone for working on the textbook committee and thanked Rod Morgan and the commission for their hard work.

**SUPERINTENDENT’S COMMENTS**

Mrs. Cobb informed board members that Zion Chapel School has been awarded a grant for a $25,000 shade structure to improve the playground area. Secondly, she announced that all buses in our fleet have passed state inspection for 2023. K.C. Allen, the state inspector for the Alabama Department of Education, conducted the inspections and noted that “Coffee County Schools always exceeds our expectations and continues to excel in the area of fleet management”. She also extended a special thanks to our mechanics, Mr. Hamilton and Mrs. Green, for their continued dedication to maintaining such a superior fleet. Their hard work and relentless pursuit of perfection ensure that we remain one of the best transportation departments in the state. Lastly, Mrs. Cobb informed board members that the New Brockton High School will present a play, “You’re a Good Man, Charlie Brown The Musical,” at the New Brockton High School on April 14th and 15th.

**NOTICE OF NEXT REGULAR MEETING**

The next regular meeting will be held on May 4, 2023, 5:30 p.m.

**ADJOURN**

There being no further business, the meeting adjourned.