**COFFEE COUNTY BOARD OF EDUCATION**

**MINUTES OF**

**November 4, 2021**

**Regular Board Meeting**

A regular meeting of the Coffee County Board of Education was held November 4, 2021, 5:30 p.m. in the Board of Education Office, Elba, Alabama.

# ATTENDANCE

# Brian McLeod, Galen McWaters, Sherry Eddins, Brandi Carr, Mike Bailey, Eric Payne, Wendy Massey and Superintendent: Kelly Cobb

# ABSENT

None

**CALL TO ORDER**

Mr. McLeod called the meeting to order.

**ADOPTION OF AGENDA**

A motion was made by Mr. Bailey to adopt the agenda as presented. A second was made by Mrs. Massey and it passed unanimously.

**APPROVAL OF MINUTES OF OCTOBER 7, 2021 AND OCTOBER 21, 2021**

The minutes of the October 7, 2021 and October 21, 2021 meetings were approved as printed.

**FINANCIAL STATEMENT AND BANK/CASH RECONCILIATION FOR SEPTEMBER 2021**

The September financial statement and cash/bank reconciliation report was provided.

**APPROVAL OF PRELIMINARY REDISTRICTING MAP**

The guidelines adopted by the Board to govern the redistricting process are as follows:

1. One Person, Ove Vote – equal or near equal populations across the 7 districts- +/- 5% deviation.
2. Compliance with § 2, Voting Rights Act, 14th Amendment, any other state and federal requirements.
3. Seven single-member districts
4. Preserving the cores of existing districts
5. Avoiding contests between incumbents
6. Respecting communities of interest
7. Minimizing/disfavoring precinct splits.

Mrs. Massey made a motion to adopt the guidelines to govern the redistricting process. A second was made by Mr. McWaters and it passed unanimously.

Mr. Bailey made a motion to approve the preliminary redistricting map presented by Mr. Scott Farmer. A second was made by Mr. Payne and it passed unanimously.

**ANNOUNCEMENT OF ANNUAL PUBLIC MEETING – PUBLIC INPUT**

Mr. McLeod announced that November is the month designed to hold the annual meeting to allow the public the opportunity to speak without having requested to appear before the Board. He then asked if anyone would like to address the Board. No one took the opportunity to do so.

**REQUEST TO APPEAR BEFORE THE BOARD**

Todd Boland, a New Brockton Alumnus, addressed the Board in an open session.

**APPROVAL OF REVISED PARENT STUDENT INFORMATION GUIDE**

Mrs. Cobb informed the board that the dates for the first and second nine weeks changed. The first nine weeks end date changed from October 7 to October 8 and the second nine weeks end date changed from December 16 to December 17. This change occurred due to implementation of the new Student Information System – PowerSchool. Mrs. Carr made a motion to accept Mrs. Cobb’s recommendation with a second by Mrs. Massey and it passed unanimously.

**APPROVAL OF REVISED SCHOOL CALENDAR**

Mrs. Cobb asked for approval of the revised school calendar changing the end of the first nine weeks from October 7 to October 8 to match the Parent Student Information Guide. Mrs. Eddins made a motion to accept Mrs. Cobb’s recommendation with a second by Mr. McWaters and it passed unanimously.

**APPROVAL OF THREE NEW SCHOOL BUSES**

Mrs. Cobb asked for approval to purchase three new school buses. One bus would be purchased with Advancement and Technology Funds and the other two buses would be purchased with Fleet Renewal Funds. Mrs. Carr made a motion to accept Mrs. Cobb’s recommendation with a second by Mrs. Massey and it passed unanimously.

**APPROVAL OF TEXTBOOK COMMITTEE**

Mrs. Cobb recommended the following Textbook Committee be approved for Language Arts and Career and Technical Education Textbook adoption for the 2021-2022 school year.

Kinston School New Brockton Elementary School

Chasity Littleton – Elementary Alicia Koonce – Elementary

Amanda Martin – Secondary Amber Carnley - Elementary

Kelsey Busby – Parent Stephanie Bixby – Parent

New Brockton High School Zion Chapel School

Anna Holland – Secondary Amy Stubblefield - Elementary

Meagan Brewer – Parent Shasta Barron – Elementary

Ashley Storey – Secondary

Natalie Bryant - Parent

Central Office

Gray Harrison – District Administrator/Career Tech Coordinator

Mr. Payne moved to approve Mrs. Cobb’s recommendation. Mrs. Eddins made a second to the move and it passed unanimously.

**APPROVAL TO BID CONSTRUCTION OF ADDITIONAL CLASSROOMS AT NEW BROCKTON ELEMENTARY AND NEW BROCKTON HIGH SCHOOL**

Mrs. Cobb asked for approval to bid construction of additional classrooms at both New Brockton Elementary School and New Brockton High School. Mr. Bailey made a motion to accept Mrs. Cobb’s recommendation with a second by Mrs. Carr and it passed unanimously.

**APPROVAL OF FUNDS FOR ATHLETICS AND BAND**

Mrs. Cobb requested the approval of funds for athletics and band due to the financial losses that they suffered last year due to COVID and the many restrictions placed on athletic events due to factors beyond their control. Mrs. Cobb explained to Board members that the amount would cover about half of their losses and the total amount determined would be $44,000.00 that would be distributed to the schools. Mrs. Massey made a motion to approve Mrs. Cobb’s recommendation with a second by Mr. McWaters and it passed unanimously.

**EXECUTIVE SESSION**

Attorney James Tarbox stated the Board had need for an executive session and certified the purpose was to discuss good name and character of one or more individuals associated with Coffee County Schools. By unanimous, individual, voice vote, the Board entered executive session expected to last 20-30 minutes. Executive session began at 5:54 p.m. and concluded at 6:13 p.m. The Board reconvened at that time with Mr. McLeod stating no action and no vote was taken during executive session.

**PERSONNEL**

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

**CERTIFIED PERSONNEL**

**The following leave requests are recommended to be approved:**

1. **Dawn Nolin –** Teacher at New Brockton Elementary School. Ms. Nolin is requesting catastrophic leave beginning October 25, 2021 through January 3, 2022 tentatively.
2. **Ashley Sanders –** EL Teacher at New Brockton Elementary School. Mrs. Sanders is requesting catastrophic leave beginning December 2, 2021 tentatively through January 18, 2022.

**The following resignation is recommended to be approved due to TEAMS Contract:**

1. **Chelbie Mobley –** Teacher at Zion Chapel School.

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

1. **Chelbie Mobley –** Teacher at Zion Chapel School under a TEAMS Contract.

**CLASSIFIED PERSONNEL**

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

1. **Marie Farris –** CNP worker at New Brockton Elementary School. Ms. Farris is requesting catastrophic leave beginning September 20, 2021 through October 29, 2021 tentatively.

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

1. **Kathryn Brown –** CNP worker at Zion Chapel. Mrs. Brown will retire effective January 1, 2022.
2. **Tom Brown –** CNP worker at Zion Chapel effective January 1, 2022.

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

1. **Tammy Mullins –** 10-Month Contract Custodian at New Brockton High School to a 12-Month Contract Custodian at New Brockton High School.

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

1. **Corey Sessions –** 10-Month Contract Custodian at New Brockton High School.

Mrs. Massey made a motion to accept Mrs. Cobb’s recommendation with a second by Mr. Payne and it passed unanimously.

**ELECTION OF BOARD OFFICERS**

Mr. McLeod opened the floor for nominations for Board President. Mr. McWaters nominated Mr. McLeod; no additional nominations were made. Mr. Bailey made a motion to close nominations. A second was made by Mrs. Eddins and it passed unanimously. Mr. McLeod will serve as Board President.

Mr. McLeod opened the floor for nominations for Vice President. Mr. McWaters nominated Mr. Bailey; no additional nominations were made. Mr. Payne made a motion to close nominations. A second was made by Mr. McWaters and it passed unanimously. Mr. Bailey will serve as Vice-President.

**ACKNOWLEDGEMENTS**

Several Board members acknowledged the Kinston Bulldogs for hosting the first round of the playoffs in school’s history. Mr. Bailey and Mr. McLeod mentioned Veteran’s Day that was coming up and to keep them in your thoughts and prayers.

**SUPERINTENDENT’S COMMENTS**

Mrs. Cobb updated the Board Members on several capital projects. The gym at Zion Chapel will be finished early December and a ribbon cutting will be planned soon. The roofs at Zion Chapel, New Brockton High School and Central Office were near completion. Mrs. Cobb stated that the COVID numbers were at zero for positivity and quarantine. Mrs. Cobb was proud to announce that New Brockton Elementary and Kinston School had been awarded a Shade Structure Grant in the amount of $15,000 each from the Cancer Prevention Division, Bureau of Family Health Services, Alabama Department of Public Health. Mrs. Cobb congratulated Kinston School and New Brockton High School for having two athletes each to advance to State Competition: Claire Reynolds and Colby Tew from Kinson and Alex Garrison and Grason Wallace from New Brockton High School. She also congratulated Alex Garrison on receiving a full scholarship to ESCC for cross country. Mrs. Cobb ended her comments by congratulating the Kinston Bulldogs Football team and Coach Free on a 7-3 record and hosting the first round of the playoffs this Friday.

**NOTICE OF NEXT REGULAR MEETING**

The next regular meeting will be held December 9, 2021, 5:30 p.m.

**ADJOURN**

There being no further business, the meeting adjourned.