**COFFEE COUNTY BOARD OF EDUCATION**

**MINUTES OF**

**February 3**

**Regular Board Meeting**

A regular meeting of the Coffee County Board of Education was held February 3, 2022, 5:30 p.m. in the Board of Education Office, Elba, Alabama.

# ATTENDANCE

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

# ABSENT

Wendy Massey

**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. Carr and it passed unanimously.

**APPROVAL OF MINUTES OF DECEMBER 9, 2021**

The minutes of the December 9, 2021 meeting was approved as printed.

**FINANCIAL STATEMENT AND BANK/CASH RECONCILIATION FOR NOVEMBER AND DECEMBER 2021**

The November and December financial statements and cash/bank reconciliation reports were provided.

**APPROVAL OF RECLASSIFICATION FOR NEW BROCKTON MIDDLE SCHOOL**

Mrs. Cobb recommended for the Board to approve the reclassification for New Brockton Middle School. Mr. Bailey made a motion to accept Mrs. Cobb’s recommendation with a second by Mrs. Eddins and it passed unanimously.

**APPROVAL OF TIME AND EFFORT POLICY**

Mr. Cobb recommended approval of the Time and Effort Policy that was presented at the December board meeting. A motion was made by Mr. Payne. A second was made by Mr. McWaters and it passed unanimously.

**EXECUTIVE SESSION (IF NEEDED)**

No executive session was held.

**PERSONNEL**

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

**CERTIFIED PERSONNEL**

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

1. **Kayla Davis** – Special Education Teacher at New Brockton Elementary School

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

1. **Elizabeth Lord –** Teacher at New Brockton High School. Mrs. Lord is requesting FMLA leave beginning on March 7, 2022 through April 22, 2022.
2. **Brandi Johnson –** Teacher at New Brockton Elementary School. Mrs. Johnson is requesting leave beginning December 22, 2021 through February 14, 2022.
3. **Heather Deal –** Teacher at Zion Chapel Elementary School. Mrs. Deal is requesting FMLA leave beginning March 7, 2022 through April 22, 2022.

**CLASSIFIED PERSONNEL**

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

1. **Marie Farris –** CNP worker at New Brockton Elementary School. Ms. Farris’ retirement is effective January 1, 2022.

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

1. **Debra Johnson –** Custodian at Zion Chapel School effective January 19, 2022.
2. **Zachary Lee –** Custodian at Zion Chapel School effective February 18, 2022.

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

1. **Marc Johnson –** Bus Mechanic. Mr. Johnson is requesting leave beginning January 12, 2022 through February 28, 2022.
2. **Sonya Daniels –** Bus Driver for New Brockton Schools. Mrs. Daniels is requesting catastrophic leave beginning January 10, 2022. Her return date is unknown at this time.

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

1. **Crystal Keen –** RN for Coffee County Schools.
2. **Bridget Carlee** – 12-month Custodian at Zion Chapel School.
3. **Brenda Cardwell** – CNP worker at New Brockton Elementary School.

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

**SCHOOL BOARD APPRICIATION**

Mrs. Cobb stated that Coffee County School System was joining with all public school systems across the state to celebrate School Board Member Recognition Month and honor local board members for their commitment to serving our students and communities. Mrs. Cobb presented each board member with a customized yeti cup and certificate. Each school provided Board Members with appreciation gifts.

**TEACHER OF THE YEAR RECOGNITION**

Mrs. Cobb introduced the Coffee County School System’s Teacher of the Year for Elementary and Teacher of the Year for Secondary. Chasity Littleton, second grade teacher at Kinston, was selected as the Teacher of the Year for Elementary. Kelly Flowers, Mathematics teacher at Kinston, was selected as the Teacher of the Year for Secondary. Mrs. Cobb also recognized the Principal, Megan Driggers and Assistant Principal, Crystal Hawthorne.

**ACKNOWLEDGEMENTS**

Board members congratulated the winners of the Teacher of the Year. They also thanked everyone for the gifts and recognition they received for Board Member Appreciation Month.

**SUPERINTENDENT’S COMMENTS**

Mrs. Cobb stated that the district’s COVID numbers and quarantine cases have significantly dropped this week. She updated board members on the following capital projects:

* All roofing projects have passed final inspection and are completed.
* Zion Chapel Gym is still working on their punch list.
* New Brockton High School six classroom addition is on schedule and should be completed in the next few months.

Mrs. Cobb informed the board that basketball teams will be competing in area tournaments beginning next week and that softball/baseball season are about to get started. Mrs. Cobb commended New Brockton High School for organizing and providing an ACT Saturday boot camp with over 50 students from 10th and 11th grade to learn test strategies to improve their ACT scores. She also commended the Reading Coaches and Mrs. Broaden for conducting successful mid-year data meetings and measuring growth for the district. Mrs. Cobb ended her comments by announcing Zion Chapel’s Head Football Coach, Randy Bryant, had resigned as head coach. She thanked Mr. Bryant for his four years of service and commitment to the program. Mr. Bryant will remain as business teacher and Athletic Director.

**NOTICE OF NEXT REGULAR MEETING**

The next regular meeting will be held March 3, 2022, 5:30 p.m.

**ADJOURN**

There being no further business, the meeting adjourned.