**COFFEE COUNTY BOARD OF EDUCATION**

**MINUTES OF**

**October 6, 2022**

**Regular Board Meeting**

A regular meeting of the Coffee County Board of Education was held October 6, 2022, 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 Mr. McWaters and it passed unanimously.

**APPROVAL OF MINUTES OF SEPTEMBER 1, 2022 (CALLED AND REGULAR) AND SEPTEMBER 19, 2022**

The minutes of September 1, 2022 (called and regular) and September 19, 2022 meetings were approved as printed.

**FINANCIAL STATEMENT AND BANK/CASH RECONCILIATION FOR AUGUST 2022**

The August financial statement and cash/bank reconciliation report were provided.

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

Megan Salter 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, 2020, through September 30, 2021.

**APPROVAL OF LOW BID FOR HVAC REPLACEMENTS**

Mrs. Cobb recommended approval of the low bid for HVAC replacements to Snellgrove & Caylor Heating & Cooling, Inc for $25,950.00 for a 15-ton Gas Heat Unit and $17,850.00 for a 10-ton HVAC. Mrs. Massey made a motion to approve the low bid as presented. A second was made by Mrs. Carr and passed unanimously.

**APPROVAL OF LOW BID FOR MILK**

Mrs. Cobb recommended approval of the low bid for milk to Bedsole Milk Company for $86,890.00. Mrs. Massey made a motion to approve the low bid for milk as presented. A second was made by Mr. McWaters and passed unanimously.

**AASB DELEGATE**

Mrs. Eddins was selected as the voting delegate for AASB’s 2022 Convention and Delegate Assembly. Mr. Payne was selected as the alternate. Mr. McLeod made a motion to accept the nomination with a second by Mr. Bailey, and it passed unanimously.

**EXECUTIVE SESSION**

No executive session was held.

**PERSONNEL**

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

**CERTIFIED PERSONNEL**

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

1. **Christie Trawick –** Reading Specialist at Zion Chapel Elementary School. Mrs. Trawick’s last day was September 23, 2022.

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

1. **Lougener Wyrosdick –** Counselor at Kinston School. Mrs. Wyrosdick is requesting intermittent catastrophic leave under FMLA, with a retroactive start date of August 26, 2022, and tentative end date of October 31, 2022.
2. **Marley Reid –** Teacher at Kinston School. Mrs. Reid is requesting catastrophic leave beginning October 17, 2022, through December 16, 2022, tentatively.

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

1. **Shasta Barron –** Reading Specialist at Zion Chapel Elementary School.

**CLASSIFIED PERSONNEL**

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

1. **Deborah Nelson –** CNP Worker at Zion Chapel School. Ms. Nelson’s resignation was effective September 12, 2022.
2. **Kayla Hilburn –** CNP Worker at Zion Chapel School. Ms. Hilburn’s resignation is effective October 7, 2022.

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

1. **Jackie Hinson –** CNP Worker for Kinston Schools.
2. **Sandra Wambles -** CNP Worker at Zion Chapel School.
3. **Emily Little –** CNP Worker at Zion Chapel School.
4. **Chastity Jinright –** CNP Worker at Zion Chapel School.

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

**ACKNOWLEDGEMENTS**

Several board members expressed that they were praying for Mrs. Cobb. Mrs. Eddins stated that she had heard several great things about Kinston lately and that she was continuing to pray for Mrs. Cobb and Mr. Payne’s wife. Mr. McLeod stated that he was glad to have Mrs. Cobb back, and he thanked Mrs. Odom for a good audit report.

**SUPERINTENDENT’S COMMENTS**

Mrs. Cobb began her comments by congratulating New Brockton Middle School on being awarded a grant from Wiregrass RDC for $10,000 to further fund “STEM-based classrooms” and Kinston School for being awarded a grant from Wiregrass RDC for $5,000 for “Science Stations” and $5,000 for “Bulldog Batting Cages.” Mrs. Cobb informed board members that Coffee County School System was recognized by the Wiregrass United Way for being a pacesetter a few weeks ago at the Enterprise YMCA. Coffee County Schools raised $4,250.00 this year, and the goal next year is to get every employee to donate at least $50.00 for the year to support the United Way. Mrs. Cobb updated board members on construction projects at various schools. The flooring at Kinston and New Brockton High School is completed. The company is now working at New Brockton Elementary and will begin at Zion Chapel School soon. Construction at New Brockton Middle School is on track and is expected to be completed by the Spring. Mrs. Cobb presented a Certificate of Achievement to Mrs. Sherry Eddins for reaching Level 1 for school board training. She informed board members that a copy of their total hours earned was located in their packet. Lastly, Mrs. Cobb stated that Representative Rhett Marques, Senator Josh Carnley and Senator Jimmy Holley gave each school a community donation this past week.

**NOTICE OF NEXT REGULAR MEETING**

The next regular meeting will be held November 10, 2022, 5:30 p.m.

**ADJOURN**

There being no further business, the meeting adjourned.