



MEETING MINUTES

District Mission Statement:

The mission of the Sumter County Public School System is to use all available resources to provide all students with a challenging and quality education that will ultimately improve the quality of their lives and allow students the greatest opportunity for success after graduation.

Attendees

Voting Members

Mrs Jeanette Payne, Board Member
Ms Darla Spencer, Vice Chair
Ms Sharon Nelson, Board Member
Ms Eleanor James, Board Member
Mrs. Christine Jones, Board Member
Mrs Lillian Wideman, Chair

A. CALL TO ORDER

Meeting called to order by Board Chair Wideman at 5:00 pm

B. INVOCATION/PLEDGE

C. ESTABLISHMENT OF QUORUM

Board President Wideman called the roll and the following members were present/absent:

President	Mrs. Lillian Wideman
Vice President	Ms. Darla Spencer
	Ms. Jeanette Payne
	Ms. Eleanor James
Late - 5:02 pm	Ms. Sharon Nelson
	Ms. Christine Jones
Superintendent	Dr. Marcy Burroughs
Chief Administrative Officer	Mr. John Heard
Attorney	Absent
	Ms. Diane Gamble

D. APPROVAL OF AGENDA

The Board President recommends adoption of a motion "to approve the agenda for January 9, 2024 to add executive session.

Motion made by: Ms Eleanor James

Motion seconded by: Ms Darla Spencer

Voting:

Mrs Jeanette Payne - Yes

Ms Darla Spencer - Yes

Ms Sharon Nelson - Not Present

Ms Eleanor James - Yes

Mrs. Christine Jones - Yes

Mrs Lillian Wideman - Yes

Motion Passed.

E. CONSENT AGENDA

The Board President recommends adoption of a motion "to approve the consent agenda as stipulated in Exhibit E a, b, and c.

a. APPROVAL OF MINUTES - December 18, 2023

Motion made by: Ms Darla Spencer

Motion seconded by: Mrs. Christine Jones

Voting:

Mrs Jeanette Payne - Yes

Ms Darla Spencer - Yes

Ms Sharon Nelson - Not Present

Ms Eleanor James - Yes

Mrs. Christine Jones - Yes

Mrs Lillian Wideman - Yes

Motion Passed.

F. FINANCIAL REPORT - Tranquil Shepard

G. MONTHLY FINANCIAL REPORT

The Board President recommends adoption of a motion "to approve Payroll, Bills, Claims, Financial Reports, and Bank Reconciliations as stipulated under separate cover".

Motion made by: Ms Eleanor James

Motion seconded by: Mrs. Christine Jones

Voting:

Mrs Jeanette Payne - Yes

Ms Darla Spencer - Yes

Ms Sharon Nelson - Yes

Ms Eleanor James - Yes

Mrs. Christine Jones - Yes

Mrs Lillian Wideman - Yes

Motion Passed.

Executive Session

The Board President recommends adoption of a motion "to go into Executive Session to discuss legal matter".

Motion – James 2nd – Payne 6/0

Out of Executive Session – No Action taken

Motion – Payne 2nd – Jones – 6/0

H. NEW ACTION ITEMS

1. Sumter County Student Code of Conduct

The superintendent recommends adoption of a motion to approve the Sumter County Student Code of Conduct as stipulated in exhibit H1.

Motion made by: Mrs. Christine Jones

Motion seconded by: Ms Eleanor James

Voting:

Mrs Jeanette Payne - Yes

Ms Darla Spencer - Yes

Ms Sharon Nelson - No

Ms Eleanor James - Yes

Mrs. Christine Jones - Yes

Mrs Lillian Wideman - Yes

Motion Passed.

2. Security Camera Bid

The superintendent recommends adoption of a motion to accept the highest rubric score for security cameras from Selcom Technology in the amount of \$132,058.70 as stipulated in Exhibit H2 herein.

- Sumter Central

Motion made by: Ms Eleanor James

Motion seconded by: Mrs. Christine Jones

Voting:

Mrs Jeanette Payne - Yes

Ms Darla Spencer - Yes

Ms Sharon Nelson - No

Ms Eleanor James - Yes

Mrs. Christine Jones - Yes

Mrs Lillian Wideman - Yes

Motion Passed.

3. CDI HS - WCAL - SAL - UPDATED Food Service Agreement and Addendum

The superintendent recommends adoption of a motion to approve CDI Head Start - WCAL - SAL - UPDATED Food Service Agreement and Addendum as stipulated in Exhibit H3 herein.

Motion made by: Mrs Jeanette Payne

Motion seconded by: Mrs. Christine Jones

Voting:

Mrs Jeanette Payne - Yes
Ms Darla Spencer - Yes
Ms Sharon Nelson - Abstain
Ms Eleanor James - Yes
Mrs. Christine Jones - Yes
Mrs Lillian Wideman - Yes

Motion Passed.

I. PERSONNEL ITEMS

1. Resignation of Personnel

The Superintendent recommends the adoption of a motion to approve the resignation of personnel as stipulated in Exhibit I1 -1 & 2 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated Resignations</u>		
1. Benjamin Brooks	KJHS/Boys Basketball	01/10/2024
2. Benjamin Brooks	KJHS/Girls Basketball	01/10/2024

Motion - James 2nd - Spencer 6/0 Motion Passed.

The Superintendent recommends the adoption of a motion to approve the resignation of personnel as stipulated in Exhibit I1 -3 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated Resignations</u>		
3. Suanketha J Bates-Anderson	SCHS/Athletic Director	01/10/2024

Motion - Spencer 2nd - James 6/0 Motion Passed.

The Superintendent recommends the adoption of a motion to approve the resignation of personnel as stipulated in Exhibit I1 - 4 & 5 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated Resignations</u>		
4. Derrick D Williams	SCHS/Math	12/15/2023
5. Derrick D Williams	TRAN/Bus Driver	12/15/2023

Motion - Payne 2nd - Jones 6/0 Motion Passed.

The Superintendent recommends the adoption of a motion to approve the resignation of personnel as stipulated in Exhibit I1 -6 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated Resignations</u>		
6. Jazmine Mitchell	SCHS/Softball	01/10/2024

Motion - James 2nd - Jones 6/0 Motion Passed.

2. Employment of Personnel

The Superintendent recommends the adoption of a motion to approve the employment of personnel as stipulated in Exhibit I2-1 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated</u>		
1. Devante Giles	YWE/Asst. Girls Basketball	09/25/2023

Motion - Payne 2nd - Spencer 6/0 Motion Passed.

The Superintendent recommends the adoption of a motion to approve the employment of personnel as stipulated in Exhibit I2-2 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated</u>		
2. Nicholas C Wiggins	YWE/Girls Basketball	09/25/2023

Motion - Spencer 2nd - Payne 6/0 Motion Passed.

The Superintendent recommends the adoption of a motion to approve the employment of personnel as stipulated in Exhibit I2-3 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated</u>		
3. Lytrice Washington	SCHS/Athletic Director	01/10/2024

Motion - James 2nd - Jones 5/1-Nelson Motion Passed.

The Superintendent recommends the adoption of a motion to approve the employment of personnel as stipulated in Exhibit I2-4 & 5 herein.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated</u>		
4. Jazmine Mitchell	SCHS/Asst. Boys Track	01/10/2024
5. Jazmine Mitchell	SCHS/Asst. Girls Track	01/10/2024

Motion - Spencer 2nd - Jones 6/0 Motion Passed.

3. Cancellation of Supplement

The superintendent recommends the adoption of a motion to cancel the coaching supplement as indicated in Exhibit I3.

<u>NAME</u>	<u>SCHOOL/POSITION</u>	<u>EFFECTIVE DATE</u>
<u>Certificated</u>		
1. Tinnie Hall	SCHS/Cheerleader	1/10/2024

Motion made by: Ms Eleanor James

Motion seconded by: Mrs. Christine Jones

Voting:

Mrs Jeanette Payne - Yes

Ms Darla Spencer - Yes

Ms Sharon Nelson - Yes

Ms Eleanor James - Yes

Mrs. Christine Jones - Yes

Mrs Lillian Wideman - Yes

Motion Passed.

J. SUPERINTENDENT'S REPORT

Whole Board Training - January 16, 2024

Next Regular Board Meeting - February 13, 2024

K. ADJOURN

Meeting adjourn at 6:00 pm

Chairperson

Secretary

BID PRICE QUOTATION TALLEY SHEET

PROJECT: Sumter County Security Camera Project (SSCP FY-23-01)

DATE 1/3/2024

Company

Total Score form Tally

KAM Technology	Price (40% max) Quality of Proposed Solution (30% max) Prior Experience/Reference (10% max) Personnel/Company Qualifications & Certifications (10%) max Bid Completeness to RFP (10%)	40% 15% 10% 1% 5%	71%	\$95,682
Prestige Alarm	Price (40% max) Quality of Proposed Solution (30% max) Prior Experience/Reference (10% max) Personnel/Company Qualifications & Certifications (10%) max Bid Completeness to RFP (10%)	39% 16% 1% 1% 5%	62%	\$104,04
Sumter Connect Inc	Price (40% max) Quality of Proposed Solution (30% max) Prior Experience/Reference (10% max) Personnel/Company Qualifications & Certifications (10%) max Bid Completeness to RFP (10%)	38% 14% 8% 1% 10%	71%	\$106,09
*Selcom	Price (40% max) Quality of Proposed Solution (30% max) Prior Experience/Reference (10% max) Personnel/Company Qualifications & Certifications (10%) max Bid Completeness to RFP (10%)	35% 30% 10% 10% 8%	93%	\$132,05
Howard Technology	Price (40% max) Quality of Proposed Solution (30% max) Prior Experience/Reference (10% max) Personnel/Company Qualifications & Certifications (10%) max Bid Completeness to RFP (10%)	33% 20% 10% 10% 10%	83%	\$134,15

* INDICATES W

Company Information:

Factor	Weight
Price (40% max)	
Quality of Proposed Solution (30% max)	
Prior Experience/Reference (10% max)	
Personnel / Company Qualifications & Certifications (10% max)	
Bid Completeness to RFP (10% max)	
Total	

CDI Head Start CACFP Food/Meal Vendor Contract Addendum

This Vendor Contract Addendum ("Addendum") is between the entity below ("Contractor") and Community Development Institute Head Start serving West Central AL and Sumter AL ("CDI HS") in connection with the agreement titled **AGREEMENT FOR A SCHOOL TO FURNISH FOOD SERVICE** ("Agreement") which is executed at the same time as this Addendum. In the event of any conflict between the terms of the Agreement and this Addendum, the terms of this Addendum will govern and control.

1. Contractor will provide nutritionally appropriate meal and/or menu item substitutions that meet CACFP requirements for children with special dietary needs (e.g.. lactose intolerance, food allergy, vegetarian, pork-free, gluten-free).
2. Contractor will provide sack lunches when needed by CDI HS for field trips as requested with a minimum of ten (10) days prior notice or less if mutually agreed upon by the parties of this Agreement. In the occurrence that Contractor will not be in operation on day(s) when CDI HS is in session, Contractor will provide sack lunches, when needed by CDI HS, on the business day prior to Contractor close date.
3. Contractor will provide single service ware congruent with the provided meal including disposable plates, utensils, bowls, napkins, and cups as applicable for the consumption of the meal served.
4. Contractor will supply CDI HS with all Child Nutrition (CN) labels, Product Formulation Statements, and/or Standardized Recipes for all menu items as required by CACFP regulations (e.g. Cheese Pizza, Chicken Nugget/Patty).
5. Contractor will supply CDI HS with a dated monthly menu noting all planned meals and snack components to be provided to CDI HS. Menu(s) should be provided to CDI HS, at minimum, one week prior to service month. All meals must meet CACFP requirements (7 CFR Part 226).
6. Meals will be picked up and loaded by CDI HS daily: Breakfast at 7:30 A.M. and Lunch and Snack at 10:30 A.M. from the York West End JHS. Pick up times may be adjusted as necessary.
7. Payment in full for meals received by CDI HS will be made to Contractor no later than 30 days after receipt of the invoice at sjohnson@cditeam.org and ap@wcalsalhs.org and/or CDI HS Serving WCAL-SAL, PO Box 938, Livingston, AL 35470.
8. Meal order counts for Lunch/Snack will be called in to Contractor at **(205)-392-5901 (ext. 2303)** by 9:00 A. M. on a daily basis for that day's meal order. Breakfast will be a set number that will be updated as enrollment/attendance changes. If a meal order count is not called in, CDI HS will be provided and charged for the previous number of agreed meals.
9. This contract does not guarantee any minimum purchase by CDI HS from Contractor, nor does it bind CDI HS to use Contractor on an exclusive basis for meal/food service.
10. In the case of emergency or inclement weather, CDI HS may increase or decrease the number of meals/snacks ordered by providing as much notice as reasonably practicable under the circumstances; in such case, Contractor shall honor the changes, and shall not charge CDI HS for any meals/snacks cancelled pursuant to this Section.

CDI Head Start CACFP Food/Meal Vendor Contract Addendum


11. CDI HS reserves the right to terminate the Agreement at any time, upon 30 days' written notice to Contractor, without liability (including, but not limited to, termination fees, acceleration charges, or penalty) except for undisputed fees arising prior to the termination date. Upon such termination of the Agreement, CDI HS shall have no further obligations or responsibilities under the Agreement or relating to the goods or services described in the Agreement, Contractor will promptly refund to CDI HS any unused prepaid fees (including prepaid recurring fees on a pro-rata basis to the date of termination), and Contractor shall be deemed to have released CDI HS from any such further obligations or responsibilities without the need for further action on the part of Contractor.
12. Contractor may come in contact with or be provided information regarding CDI HS, its business, or program families, children or participants. Contractor will hold all such information in strict confidence, and will not disclose the information to any third party.
13. Throughout the term of the Agreement, Contractor shall maintain Workers Compensation Insurance in the amount required by statute and all other insurance (including commercial general liability) of the type and in the amounts customarily carried by persons or entities carrying out the types of services to be performed under the Agreement. Contractor shall cause CDI HS to be added as an additional insured, will contain a waiver of subrogation in favor of CDI HS, and will be evidenced via a Certificate of Insurance received and approved by CDI HS prior to the delivery of Services. This coverage will not be suspended, voided, canceled, or be reduced in coverage or in limits except with 30 days' written notice to CDI HS. For any claims, Contractor's insurance will be primary, and CDI HS's insurance will not contribute with it.
14. Contractor will comply at its own expense with all laws, orders, and regulations. While on the premises of CDI HS or in contact with CDI HS premises, systems, personnel or invitees, Contractor will comply with all applicable CDI HS rules, regulations and security policies. Any provisions limiting CDI HS's access to any court, tribunal or panel or rights on where to bring legal action will not apply.
15. Contractor: a. Will, as applicable, comply with Head Start Standards of Conduct at 45 CFR 1302.90(c) and will follow program confidentiality policies concerning personally identifiable information about children, families, and other staff members in accordance with 45 CFR 1303, Subpart C; b. Will comply with Executive Order 11246, "Equal Employment Opportunity", as amended by Executive Order 11375, and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."; c. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.O. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the rehabilitation acts of discrimination on the basis of handicaps; (d) the U.S.C. 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255), as amended, relating to non-discrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to non-discrimination on the basis of alcohol abuse or alcoholism; (g) 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601 et seq.), as amended, relating to non-discrimination in the sale, rental or financing of housing; (i) any other non-discrimination provisions in the specific statute(s) under which

CDI Head Start CACFP Food/Meal Vendor Contract Addendum

application for Federal assistance is being made; and (j) the requirements on any other non-discrimination Statute(s) which may apply to the application.; d. Will comply with the provisions of the Hatch Act (5 U.S.C. 1501-1508 and 7324-7328), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds; e. Will comply with all applicable requirements of all other Federal laws, Executive Orders, regulations and policies governing this program; f. Will make positive efforts to subcontract with small businesses, minority-owned firms, and women's business enterprises. The Agreement(s) may not be assigned by Contractor without the prior written consent of CDI HS. CDI HS may assign the Agreement in whole or in part without notice or consent of Contractor.

**COMMUNITY DEVELOPMENT
INSTITUTE HEAD START**

**CONTRACTOR: Sumter County Board of Education
York West End JHS
P.O. Box 10
Livingston, AL 35470**

By: 
Name: Diana Smith
Title: NIM Site Manager
Date: 12/20/2023

By: _____
Name: _____
Title: _____
Date: _____

Personnel Action Report - January 9, 2024

Marcy Barroughs
Dr. Marcy Barroughs, Superintendent

Tranquil Shepherd, CSFP

Tranquil Shepherd, CSFP

[illegible]