

MINUTES OF MEETING
January 7, 2013

The regular meeting of the Whitfield County Board of Education was held at the Whitfield County Central Office on Monday, January 7, 2013. Board Chairman Louis Fordham called the meeting to order at 6:33 p.m.

Present were the following board members:

Thomas Barton
Louis Fordham
Rodney Lock
Tony Stanley
Bill Worley

Also present were the following staff members:

Danny Hayes	Ron Hale
Judy Gilreath	Eric Beavers
Richard Schoen	Carolyn Weaver
Audrey Williams	

Also present:

A list of the public in attendance is a part of the backup minutes.

Mr. Fordham welcomed new board member Tony Stanley and welcomed back board member Thomas Barton.

Pledge of Allegiance

Carter Hayes, an 8th grade student at Westside Middle, led the Pledge of Allegiance

Moment of Silent Reflection

Louis Fordham asked everyone to observe a moment of silence.

Inspiration

Carter Hayes told the board that middle school has been the best time of his life but it is time to start focusing on the change to high school. Carter told the board that this is how he wants to spend his remaining time at Westside Middle:

- Give it everything he has got
- No regrets – attain all of his goals
- Make and be an encourager
- I will not let stuff get in my way or get me down

Carter challenged everyone in the room to strive to do these in each of their lives. Carter said that Westside Middle is a great school and that he will miss the teachers but he is ready for the next part of his life. He thanked the board for a chance to share and for all that they do.

Hearing of Individuals

None

School Report

Westside Middle School

Stan Stewart, principal at Westside Middle, told the board that the main focus at Westside is on the Common Core Standards and that teachers are ready to teach in a way students will be able to learn. Dr. Stewart said that they want long term memory results. He said that the most important work is to design work for the students. Teachers have the chance to collaborate at least four mornings each week to help design lessons that are aligned with the new CCGPS.

Dr. Stewart said that MAP is a great tool to help find the gaps in student learning. Teachers can know how students need additional instruction. This helps the teachers build curriculum for each child's need. The RIT scale is used to give the students help. The state requires that we provide intervention for 40 minutes two days a week. At Westside Middle we provide five days a week. We have identified math as an area of need. With our Title money we have hired an academic paraprofessional in all of the math classes. We offer morning math help four days a week. On Monday and Thursday the help is geared toward math in general. On Tuesday and Wednesday it is geared toward On Target Math. This helps students that are struggling with basic math concepts. Our staff development is focused on use and understanding of MAP Data and Compass Learning. Compass Learning is a website that students can use at home and school to help prepare for the CRCT. It incorporates each student's MAP scores and provides their course of study based on their MAP scores. By focusing on each student's area of weakness or strength allows students to improve skill in all tested areas. It is graded and sent to the student's teacher. This helps the teacher identify where the student exceeds or where they may need help. We are continuing with our SIOP training Dr. Stewart thanked the board for the opportunity to give the school report.

School Council Report

Dr. Stewart introduced Angie West to give the school council report. Mrs. West told the board that she has an 8th grader at Westside Middle. She said the goal of the council is to help Westside exceed. She said it is a great school. One of the events that the council sponsored was the Fall Blast. She said that the event was open to the community. We encouraged the community to attend as a family. The funds that they have raised have helped buy the following:

- New books
- Painting and redoing the gym
- ELMO Document Camera for Math
- Landscaping
- Outdoor Classroom
- Help support students that can't afford to pay for fieldtrips or other things that are needed for school.

Angie told the board that they have raised \$384,000. 00 since she has been on the council to help meet these needs. She thanked the board for their time and their service.

Approval of Consent Agenda Items

Superintendent, Danny Hayes, recommended the board approve the Consent Agenda items listed below: Rodney Lock moved approval and Bill Worley seconded. The board approved 5-0.

Approval of Minutes – December 3, 2012

Adoption of Agenda – January 7, 2013

Overnight Field Trip Request

<u>Name of Group or Sponsor</u>	<u>Activity or Request</u>	<u>Date for Request</u>
Southeast High School Wrestling	Tournament-Union Grove HS McDonough	December 21-22, 2012
North Whitfield Middle Y-Club	Georgia United Nations Assembly (GUNA) Hyatt Regency/Atlanta, GA	February 24-26, 2013
Northwest High School Band	Competition/Cartersville High School	January 18-19, 2013

Purchase Orders over \$25, 000.00

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Competition Athletic Surfaces	Removal and Installation of tennis courts and basketball courts	\$80, 180.00

Bus Request

<u>Name of Group or Sponsor</u>	<u>Activity or Request</u>	<u>Date for Request</u>
Whitfield County 4-H	Georgia Highlands College/Rome, GA	February 2, 2013

System Reports

Demographics

Audrey Williams, Assistant Superintendent for Teaching and Learning, presented the FTE Enrollment Report:

Demographic	2001-2002	2011-2012	2012-2013
Hispanic	2532 20.77%	5100 38.42%	5186 38.99%
Black	275 2.26%	223 1.68%	223 1.68%
American Indian	9 0.07%	49 0.37%	56 0.42%
Two or More Races	250 2.05%	367 2.77%	382 2.87%
Pacific Islander		3 0.02%	4 0.03%
Asian	86 0.71%	119 0.90%	120 0.90%
White	9038 74.14%	7412 55.84%	7330 55.11%
Male	6308 51.75%	6880 51.83%	6882 51.74%
Female	5882 48.25%	6393 48.17%	6419 48.26%
Total Enrollment	12190 100.00%	13273 100.00%	13301 100.00%
Economically Disadvantaged	47.42%	69.45%	72.01%

Mr. Hayes told the board to look at the number of Hispanic students we have gained and the number of White students we have lost.

Report Card

At this time, Mr. Hayes asked Audrey Williams to pull up the Dashboard. He wanted to show the board the trend of the students' gains on the CRCT as the same group moves from grade to grade each year. This would be for All Schools. In Reading for 2007 if they were in the 3rd grade they were at 83%, 4th grade 88%, 5th grade 90%, 6th grade 93%, 7th grade 93%, and in 2012, 8th grade was in the 96.3%. The percentage is meeting or exceeding. Mr. Hayes said this is a great way to show the same students' gains from the time they start 3rd grade till they get to 8th grade.

Financial Reports

General Funds and Capital Project Funds

Ron Hale, CFO, presented the board a packet containing the Whitfield County School System SPLOST Project Expenditures Year Ended June 30, 2012.

Ron Hale, CFO, presented the General Fund Balance and the Capital Projects report as of November 30, 2012. Superintendent Hayes recommended the board approve the report as presented. Tony Stanley moved approval and Louis Fordham seconded. The board approved 5-0. The financial reports are a part of these minutes.

Superintendent's Reports

Teaching & Learning

Audrey Williams introduced Kathy Reed, ESS coordinator for middle and high schools, to give a report on Project SEARCH. Kathy told the board that Project SEARCH is a one year, high school transition program which provides training and education leading to employment for individuals with disabilities. Project search is a program sponsored by Whitfield County Schools, Dalton Public Schools, Hamilton Medical Center, Cross Plains Community Partner and Vocational Rehabilitation. Project Search students work at Hamilton Medical Center five days a week where they learn employment skills in the classroom and then they learn job skills while participating in a variety of internship experiences. Students work at different jobs throughout the hospital. These are called job rotations and each rotation last 10-12 weeks. They have 3-4 job rotations during the year. They can get job offers through job rotations. Kathy introduced Karen Hutchinson, the instructor for Project SEARCH. She told the board what a typical day would be. She said that the students end their day by daily evaluations and reflecting back on their day. This helps them set goals to improve. Karen told the board that it is an honor to be able to work with these students everyday and see the great strides that they have made and to hear from the managers in the areas that they work and what this has meant to them. Kathy Reed told the board that for 2011-2012 they had six interns. Four are now employed. Kathy told the board that this has been a life changing experience for her. She thanked the board. Mr. Hayes thanked them for the great job that they are doing.

Operations

Richard Schoen, assistant superintendent for operations, presented the Summary Appraisal Report on the property at GA 2 and Cleveland Highway. At this time there was no action taken.

Mr. Schoen presented the STEM Lab Bids to the board. Pinsons, Inc. and Cope Brothers contractors are the two firms that he recommended for the construction. Pinsons would do the middle school STEM Labs and Cope Brothers would do the high school STEM Labs. This project is being funded by a \$2.6 million state grant. Bill Worley said that there is a lot of difference in the pricing between bids. Tim Fleming told the board that by splitting the bid and getting it as low as possible will help on alternative projects. Some of those projects are adding exterior stairs to North Whitfield Middle. He told the board that we would like to add epoxy flooring to the middle schools when we do the STEM Labs. Renovating the engineering lab at Northwest Whitfield High School is another alternative project. Mr. Schoen told the board that by adding the extra projects this would bring the final total to about \$2.1 million. Tim Fleming told the board that if this fund is not used we will be able to look at other projects that need to be done. Superintendent Danny Hayes recommended the board approve the STEM Lab Bids as presented. Louis Fordham wanted to make sure that with the big difference in pricing between the bids that there would not be a lot of change orders. Rodney Lock told them that he knows this architectural firm and he feels good about it. Rodney Lock moved approval and Bill Worley seconded. The board approved 5-0.

Louis Fordham asked Mr. Schoen if there had been any plans on the floors at Coahulla Creek. Mr. Schoen told him that there was nothing at this time.

Approval of Personnel Changes

Personnel Recommendations

Superintendent Hayes recommended the board approve the personnel actions as discussed in executive session to include certified personnel changes, resignations, retirements, new hire, and other personnel changes in this action. Louis Fordham moved approval and Bill Worley seconded. The board approved 5-0.

Previous Business

Dr. Gilreath presented the following:

Second Reading to Change Board Policy: Fraud Prevention DIE

Mr. Hayes recommended the board approve the Second Reading of the Board Policy as presented. Thomas Barton moved approval and Rodney Lock seconded. The board approved 5-0.

New Business

Adoption of 2013 Board Meeting Calendar

Mr. Hayes told the board that work sessions are not a required meeting He said that we can cancel or change the time on a work session. They are for discussion about items at the board meeting. Louis Fordham told the board that he did not see a need in them. He said that we hardly have anyone attend unless their student is involved. There is just no participation. Bill Worley asked Mr. Hayes if we decided to cancel a work session we could. Mr. Hayes told Mr. Worley that is correct. Mr. Hayes recommended the board approve the 2013 Board Meeting Calendar. Rodney Lock moved approval and Tony Stanley seconded. . The board approved 4-1 with Louis Fordham voting no.

Election of Whitfield County Board of Education Chairman

Mr. Fordham asked for nominations for Board Chairman. Rodney Lock nominated Louis Fordham and Bill Worley seconded the nomination. There were no other nominations. The board approved 4-1 with Louis Fordham not voting.

Election of Whitfield County Board of Education Vice Chairman

Mr. Fordham asked for nominations for Board Vice Chairman. Tony Stanley nominated Bill Worley. Rodney Lock seconded the nomination. There were no other nominations. The board approved 4-1 with Bill Worley not voting.

Board Member Reports

Mr. Hayes told the board that the training that Tony Stanley, Bill Worley, and he attended in Austin, TX was very good.

Adjournment

There being no further business, the meeting was adjourned at 7:59 p.m.

Secretary

Chairman

MINUTES OF WORK SESSION
Dawnville Elementary School
January 28, 2013

A work session of the Whitfield County Board of Education was held on Monday, January 28, 2013 at Dawnville Elementary School. Board Chairman Louis Fordham called the meeting to order at 11:30 a.m.

Present were the following board members:

Thomas Barton
Louis Fordham
Rodney Lock
Tony Stanley
Bill Worley – came in a few minutes

Also present were the following staff members:

Danny Hayes Richard Schoen
Judy Gilreath Audrey Williams
Carolyn Weaver Ron Hale
Eric Beavers

Also present:

A list of the public in attendance is a part of the backup minutes.

Pledge of Allegiance

Sherri Travisano, principal at Dawnville Elementary School, introduced Flor Rodriguez, 5th grader, to lead the Pledge of Allegiance

Moment of Silent Reflection

Flor Rodriguez asked everyone to observe a moment of silent reflection.

Student Inspirations

Mrs. Travisano introduced Mike Hall, EIP teacher who volunteers his time to work as the drama coach and the drama team who gave the inspiration. She said that they meet once a week. Mr. Hall entered with a gift bag thinking that it was Christmas and his gift was in the bag. The students told him that Christmas was over but gifts can be given throughout the year. They said that the Board of Education is a gift because they give all year to our school system. They thanked the School Council for all the gifts and things that they do for Dawnville. They thanked the staff for the gift of teaching the students at Dawnville to be successful in life. They thanked the leadership for the Olweus Bullying program that teaches us respect. The students said that all gifts are not easily seen. Mr. Hall then said that the best gift of all is getting to work with these students every day. This is a deep thank you from the bottom of our hearts. Mrs. Travisano told the board that the students are dressed in their Wizard of Oz costumes because they are going to perform the play on May 3, 2013.

School Reports

Crossroads

Donna Harris, principal of Crossroads, told the board that they have had some changes this year. She said that one is the move to the new renovated building that once was Phoenix but is now Crossroads. She said that the move went very smooth and that they love their new building. She said that it is also good to be back under the umbrella of Whitfield County Schools. Donna told the board that all of her teachers are highly qualified. She said this is very exciting and is great for their students as they try to help them get back on track. She said that Compass Learning Odyssey has been a great tool for our students by helping us identify their strengths and needs. She told the board that we receive new students every week so this helps us maintain where they were at their home schools. She told the board that the new CCGPS are adding a lot of rigor to the designing of

engaging work for the students. The writing portion is an area that we have been working on for high school students. The students are assigned three writing assignments. Donna passed out samples of writing from students at Crossroads. In the middle school they have been working on language and to speak in a language that makes sense. Donna told the board that at this time we have 22 middle school students and 38 high school students. Crossroads capacity enrollment is 137 students. She said that we see 20-25% come back year after year. She said that we are trying to find services to help these students. Mr. Hayes asked Donna what he thought their biggest academic challenges are. She told him that most of them are low functioning and comprehension is a problem. She told the board that the communication between Crossroads and the home school has improved. She told the board that we have 12 seniors at this time and that is a high number. Most of this had to do with the decisions to partake in drugs and alcohol. She said that these students will be with us to the end of school so we have to keep them on track to graduate. Rodney Lock asked Donna how many students are in each class. She said that they can have 15 in a class for high school. Middle school is 14 but we have not had that many at one time. They do receive more one on one attention. Some students like this better and do better this way. Louis Fordham wanted to know what the percentage of Special Ed students at Crossroads is. Donna told him it is usually between 5-6%. Donna thanked the board for the chance to share. Mr. Hayes and the board thanked Donna for her and her staff and the hard effort they put forth to help these students.

Dawnville Elementary

School Council Report

Sherri Travisano introduced Brian Fossett, school council parent, to give their report. Brian told the board that he has four children in the school system. He said that Dawnville Elementary is a good place. He said that you always feel welcomed. As a school council we are always encouraged to ask questions. We have had Mike Ewton come and speak to us about safety and Tracie Hogan, school social worker, came and spoke to us about their role in the schools. We are adding new equipment to the front playground. Our academics at Dawnville is doing great. Brian told the board that our life and community in Dawnville is great. He told the board that Sherri Travisano is a leader. She loves and cares so much for the students and staff. He told the board that it is all about the kids. Brian thanked the board for the chance to share and for all that they do. The board thanked Brian for all that they do for Dawnville.

Sherri Travisano told the board that we do not lose our Dawnville folks. She said if we do they are retiring. She said that 78% of their staff has higher degrees. She told the board that she wants to thank them for all of the tools that you provide us. One of the greatest of those tools is MAPS. This helps us build on each student's individual needs. It helps us narrow the gap. Compass Learning Odyssey enables the teachers to identify students' strengths and needs and we get this information immediately. We do not have to wait for days on the return of scores. Sherri told the board that the Literacy Collaborative is a wonderful opportunity for this community and she is so glad that it is in Dawnville Elementary. Sherri told the board that their team of 12 is already meeting. She told the board that tomorrow they will be going to Park Creek Elementary in Dalton to see their program and where they are and how it is implemented. Sherri said that another great tool is the Olweus Bullying Prevention Program. This program is to prevent and for resolution. It teaches respect for one another. She told the board that she thinks it has helped with their attendance. She said that we have 97% of our students here every day. She told the board that Dawnville was in Needs Improvement for 6 years. She said that now we are in the 90% for Reading and high 70% for Math. There is still room for improvement but we have seen great gains. Our Hispanic population is 70% with English being the second language. Again, she told the board that she thinks MAP data is such a powerful tool. She told the board that their business partners are so supportive and always wanting to help. She told the board that the new carpet was donated through a business partner. We have a Vista partner from United Way. We have a Learning and Math Garden. Through a Whitfield Education Foundation Grant our teachers go to Bay Drive and help tutor students in that neighborhood. We are 90% free and reduced lunch so we have local churches that help provide food for a lot of our families. We are testing 284 students for ACCESS. She told the board that Dawnville has qualified to be nominated for a Blue Ribbon School. Louis Fordham wanted to know what some of the great things that she is seeing from the Literacy collaborative. Sherri told him that right now they are focusing on the grounding of the professional learning. Getting to the core of what the kids really need. She told the board that the program is not in place yet. Right now we are focusing on professional practice and learning. Mr. Hayes thanked Sherri and the staff that was in the audience. He asked them if they had anything to share. Amanda McHan said that

one of the things she had seen with the Literacy Collaborative was the students tracking increased word with word.

System Reports

Teaching and Learning

Dr. Audrey Williams, Assistant Superintendent for Teaching and Learning, gave an update on AdvancED. She board had been given two handouts. The Executive Summary and The Self Assessment. She told the board that this is our accreditation process. Mr. Hayes told the board that this is the new name for it. It used to be called SACS. We have to evaluate ourselves as a system and the schools have to do the same thing. This is the process that we have to go through every five years. She told the board that a committee of six people will visit our system for our accreditation process on November 3rd – 6th. We have five standards that we are given for our self assessment. Goals are completed at each standard. Each standard has two leaders and a committee that will continue to work on the standards. Eric is working on a website the committee will be able to click on and get all of the information. Audrey told the board that she will keep them posted.

Goizueta Georgia Road to College Grant – Dr. Williams told the board that the College Board received funds from the Goizueta Foundation whose aim is to increase the number of Hispanic students in Georgia who graduate college-ready from high school. This would be a three year goal that would advance this goal for all students. She told the board that Whitfield County has been selected as one of twelve school districts in Georgia to receive this funding. Whitfield would receive \$65, 653.00 over the next three years of the grant. The Memorandum of Understanding has been okayed by our lawyer and is now at College Board for their approval. We hope to have this for the February board meeting.

Web-Based MAP Master Subscription Agreement – Dr. Williams told the board that this would be Web Based and it would not cost any more. The zero balance shows that we are paid through the end of this quote's term (June 30, 2013).

Operations

Richard Schoen, Assistant Superintendent of Operations, told the board that Bill Worley had asked for a cost savings of fuel for the county. Mr. Schoen gave the board a copy of that information.

Summary

- Average diesel savings of 119,314 gallon per day as compared to last year
- Approximately 21,000 gallons of diesel will be saved this school year (8%)
- Average price per gallon of diesel fuel this school year \$3.44
- Savings of \$72,000.00

Mr. Schoen said that there had been a request update on the Southeast High School facilities from the September 24, 2012 Work Session. Mr. Schoen listed the following:

- Removal of trees on south by-pass. Mr. Schoen checked with State DOT and they said that there is a moratorium at this time that will not allow the removal of trees. The land is very low in that area which would cause a drainage problem.
- Field House for girls' soccer team. Mr. Schoen said that there are no plans to build this. He said that the other schools do not have field houses for soccer.
- Resurfacing the track. Mr. Schoen stated that the track really needs to be replaced. He said that may have to be a part of a future ESPLOST.
- Stadium Renovations at Northwest High School and Southeast High School. We had a concern from a parent who visited Southeast High School. ADA upgrades are usually done when you renovate.
- Fencing – Mr. Schoen told the board that the fencing had been painted by prison labor while school was out on break.
- Courtyard seating – Mr. Schoen told the board that we are checking to see if there is a need.

- Renovation of tennis courts – Mr. Schoen told the board that they need to be replaced. Rodney Lock asked Mr. Schoen where he was getting his information from. Mr. Schoen told him that the information was coming from Buckley and Associates. Greg Smith looked at them.
- Repainting Hallways – Mr. Schoen told the board that the halls have been repainted.
- Bigger Cafeteria – Mr. Schoen told the board that the cafeteria is 7600 sq. ft. The students are waiting in line to long for their food. This causes them less time to eat. Judy Gilreath told the board that she would have Angie Brown, Director of Nutrition, to look at the flow process of the serving lines.
- Renovate bathrooms – Mr. Schoen told the board that we have addressed every work order that was received. We have painted and added stall doors.
- Mr. Schoen told the board that the auditorium had been renovated when Alan Long was principal.
- Gyms broken bleachers – Mr. Schoen said that we are working on this.
- Advance Placement (AP) classes – Louis Fordham wanted to know what we had done about the AP classes. Mr. Hayes told the board that we have seven teachers working on certification to teach these classes.

The board told Mr. Hayes that they want Mr. Schoen to meet with the leadership and school council at Southeast and give them a report. They would like for a board member to attend too. Board member Bill Worley volunteered.

Support Services

Mike Ewton, Director of Safety and Security, gave an overview of school security. Mike told the board that we are continually updating our plans. He said at Whitfield County we are committed to proactive prevention of and preparation for response to emergencies of all types. Mike told the board that a comprehensive All-Hazards Emergency Operations plan is approved by GEMA annually. This plan details administration and staff response to various types of emergency situations. It is done in four phases.

- Prevention – All visitors must sign in and out at the school office. When they sign in they are given a visitors badge. All system employees are required to wear identification badges while in a school facility. Some of our schools have the entrance where they cannot go into the school. They have to enter through the office first. Some of the other schools have added desk areas in the lobby of the school so there is a receptionist there to greet them when they enter but we still have some schools that visitors can enter and are not seen because of the location of the office. This is a plan that we are working on now.
- Preparedness – We have drills and training that are conducted throughout the year to test current procedures and to ensure preparedness for emergency response by students and staff. Fire drills are required every 30 days. Severe weather drills are done twice a year. Mike told the board since the shootings in Connecticut our schools have requested lockdown drills. Emergency personnel and law enforcement have been using the old Eastbrook middle school for trainings. We now have five SRO's that are in the high schools, middle schools, and are now going to the elementary schools.
- Response – Mike told the board that when you have an active shooter the first law enforcement to arrive goes straight to where the shooting is coming from. They do not wait on the SWAT team to arrive. Making sure that we know what to do in the certain number of types of evacuations and the number of lockdowns
- Recovery – Mike told the board that we have to rebuild the process after we have the action review.

Mike told the board that each school has a safety coordinator that attends meetings and is the one that oversees this at their schools.

Mr. Hayes wanted the board to know that we are pro active on the safety and security of our schools. The board wanted Mike to know that they appreciated their efforts.

Finance

Ron Hale, CFO said that the new software implementation went really good. He told the board that pay stubs were posted on Friday, January 25, 2013. We did this so staff could go on and check their stubs to make sure that everything was okay. That way payroll would have a chance to correct any mistakes before the 31st. He told the board that we still have different modules to be put in place. Ron told the board that they would like to start meeting to discuss the FY13-14 budget.

Review Board Agenda

Monday, February 4, 2013

Other Business

Mr. Hayes wanted to know if the work session or any of the board meetings are meeting their needs or let us know what you want. Rodney Lock said to give them some time to think about it.

Executive Session

The superintendent recommended the board move into executive session for the discussion of personnel. Rodney Lock moved approval and Thomas Barton seconded. The board approved 5-0.

Present were the following board members:

Thomas Barton
Louis Fordham
Rodney Lock
Tony Stanley
Bill Worley

Others present:

Danny Hayes, Superintendent

Return to Regular Session

The board having taken no action in executive session returned to regular session at 2.25 p.m. Thomas Barton moved approval to return to regular session and Rodney Lock seconded. The board approved 5-0.

At this time Rodney Lock told the board that the land next to Cedar Ridge Elementary that has chicken houses on it is going on the market to sell. The owner of the land told the board that if he ever sold he would give the school system first choice. The board appreciated him giving them first choice but they are not interested at this time.

Adjournment

There being no further business, the meeting was adjourned at 2.35 p.m.

Chairman

Secretary