

MINUTES OF
CALLED WORK SESSION
March 7, 2016

The called work session meeting of the Whitfield County Board of Education was held at the Whitfield County Central Office on March 7, 2016. Chairman Bill Worley called the meeting to order at 5:37 p.m.

Present were the following board members:

Thomas Barton
Louis Fordham
Rodney Lock
Tony Stanley
Bill Worley

Others present:

Judy Gilreath
Karey Williams
Richard Hill
Mike Ewton
Eric Beavers
Carolyn Weaver

Adoption of Agenda

Chairman Bill Worley recommended the board members adopt the agenda as presented. Rodney Lock moved approval and Louis Fordham seconded. The board approved 5-0.

Executive Session

Superintendent Judy Gilreath recommended the board members move into executive session to discuss personnel and land. Chairman Bill Worley said that a recommendation had been made to move into executive session to discuss personnel and land. Thomas Barton moved approval and Louis Fordham seconded. The board approved 5-0.

Adjournment

The board members having taken no action in Executive Session adjourned Executive Session at 6:27 p.m. Thomas Barton moved approval and Tony Stanley seconded. The board approved 5-0.

Meeting was adjourned at 6:27 p.m.

Secretary

Chairman

MINUTES OF BOARD MEETING

March 7, 2016

The regular meeting of the Whitfield County Board of Education was held at the Whitfield County Central Office on Monday, March 7, 2016. Chairman Bill Worley called the meeting to order at 6:32 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:

Judy Gilreath	Richard Hill
Karey Williams	Kelly Johnson Coon
Audrey Williams	Carolyn Weaver
Mike Ewton	
Wanda Phillips	
Eric Beavers	

Also present:

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

Adoption of Agenda

Mike Ewton, Assistant Superintendent of Operations, recommended to the board to amend the agenda to add under New Business resolutions to phase out two school facilities. The facilities would be Valley Point Middle School and North Whitfield Middle School. This has to be done so we can resume with our 5 Year Facilities Plan in a timely manner. Chairman Bill Worley said that a recommendation had been made to amend the agenda to add two resolutions to phase out Valley Point Middle and North Whitfield Middle Schools and to adopt the agenda as presented. Louis Fordham moved approval and Rodney Lock seconded. The board approved 5-0.

Pledge of Allegiance

Kaylie Singleton, 6th grader at Eastbrook Middle School, led the pledge of allegiance.

Moment of Silent Reflection

Chairman Bill Worley asked everyone to observe a moment of silence.

Inspiration

Shelby Hearn and Abby Wright, 7th grade students at Eastbrook Middle School let the inspiration. Abby sang the National Anthem and Shelby told the board that our flag will always stand for rights and freedom so do we give into the battle or stand tall and proud? The board thanked them for the great job.

Recognitions and Presentations

Hannah Holden, Hannah Marr, and Kiley Long – Georgia Stock Market Game Regional Winners form Dawnville Elementary School

The board presented a certificate of congratulations to Hannah Holden, Hannah Marr, and Kiley Long for winning the regional Georgia Stock Market Game. This is one of the 5th grade ALPHA teams at Dawnville. The team had an ending portfolio balance of \$108,884.70. They will be recognized on May 3rd at a banquet sponsored by the Georgia Council on Economic Education (GCEE) in Atlanta. Dr. Gilreath asked Sherri Travisano, Principal at Dawnville, if our team scored higher than the middle and high school teams. She said that they did. Robin Gordon, ALPHA teacher at Dawnville served

as the team sponsor. Dr. Gilreath thanked her for the great job she did. Dr. Gilreath told them that they represented our district and their school very well.

Shelby Fernandez – 1st Place in Daughters of the American Revolution Good Citizen Scholarship Essay Contest form Northwest High School

The board presented a certificate of congratulations to Shelby Fernandez for winning the Daughters of the American Revolution Good Citizen Scholarship Essay Contest. Shelby won 1st place from the 7 local high schools participating. Shelby is a senior at Northwest High School. Dr. Gilreath said that Northwest representatives have won this contest 4 of the last 5 years. She said this is a great job to the students and staff.

Camryn Suttles – Healthcare Student at NWGCCA Saves a Person's Life

The board presented a certificate of congratulations to Camryn Suttles. Dr. Audrey Williams, who is a friend of Camryn's family, shared the following information about Camryn. She said that Camryn is a healthcare student at NWGCCA. She saved a person who was choking at a local restaurant by performing the Heimlich maneuver on them. Camryn learned the Heimlich in her Healthcare class at NWGCCA. Camryn is a great student and we are so proud of her for saving this person's life. Audrey also said that we would like to recognize her Healthcare teacher for Ms. Teresa Anderson. She is the one that taught her class the Heimlich. We want to thank you for all you do for your students. The board thanked Ms. Anderson and said that they were so proud of Camryn for stepping up and doing what she did.

Board Member Appreciation – Week of March 14-18, 2016

Dr. Gilreath said that School Board Appreciation Week is March 14-18, 2016. We want to thank our board for all that they do for Whitfield County Schools. She said that school board members are elected to represent the community's voice on education matters and to set the vision for the school district. She said that they spend countless hours fulfilling its responsibilities and working together to continually improve education. Dr. Gilreath said that school board members are responsible for setting educational policies, employing school personnel, providing buildings and equipment, operating a transportation system and disbursing school funds. They are always evaluating and deciding what actions are in the best interest of our students. They spend time away from their jobs and families to make sure that we have the best school system possible. Dr. Gilreath said that the schools have provided gifts for them from the students and staff of Whitfield County Schools. She presented each board member a certificate of appreciation and told them it was an honor to work with each one of them. The board thanked Dr. Gilreath and the schools of Whitfield County.

Hearing of Individuals

Barbara Ward, Vice Chairman of the NWGCCA, said that she wanted to thank Karey Williams and Whitfield County Schools for always supporting the CA. She said that we have had students who have been job shadowing at places of business for 3 days and Karey Williams helped arrange the transportation for some of these students. She just wanted to say thank you.

Approval of Minutes – February 1, 2016 Board Meetings and February 24, 2016 Called Work Session and Joint Board Meeting with the Career Academy Board

Bill Worley recommended the board approve the minutes for the February 1, 2016 board meetings and the February 24, 2016 Called Work Session and Joint Board Meeting with the Career Academy Board. Tony Stanley moved approval and Rodney Lock seconded. The board approved 5-0.

Approval of Purchase Orders over \$25,000.00

Dr. Judy Gilreath, Superintendent, presented the following purchase orders for approval:

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
CDW-G Computer Centers	Chromebooks and License for AES	\$29,480.00
Telenet, Inc.	Wiring for EMS Gym	\$88,765.54

Bill Worley said that a recommendation had been made to approve the purchase orders as presented. Louis Fordham moved approval and Bill Worley seconded. The board approved 5-0.

Financial Reports

Kelly Johnson Coon, Director of Finance, presented the General Fund Balance and the Capital Projects report as of January 31, 2016. Bill Worley recommended the board approve the reports as presented. Thomas Barton 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

Whitfield County Schools 2016-2017 Calendar

Karey Williams, Assistant Superintendent, recommended that the board adopt the 2016-2017 School Calendar. She said that the calendar committee has worked very hard and given a lot of time. The committee recommends restoring all days back for a total of 180 days. Teachers have ten professional/work days. Bill Worley said that a recommendation had been made to adopt the 2016-2017 School Calendar. Rodney Lock moved approval and Tony Stanley seconded. The board approved 5-0.

Assessment and Accountability

House Bill 91: Graduation Test Waivers

Dr. Judy Gilreath, Superintendent, gave an update on HB: 91. This is the bill that created a new state law which provides that students shall no longer be required to earn a passing score on any graduation tests to earn a high school diploma. She said that we have given out 385 diplomas since April of 2015.

Strategic Plan Update

Dr. Audrey Williams, Assistant Superintendent for Assessment and Accountability, said that each department will give an update on the Strategic Plan:

Goal 1: Instruction & Assessment

Karey Williams, Assistant Superintendent for Teaching and Learning gave an update on the following:
Provide the educational foundation and opportunities to accelerate all students to achieve expected or high academic growth.

Objective 1: Increase the rigor of the curriculum presented to our students

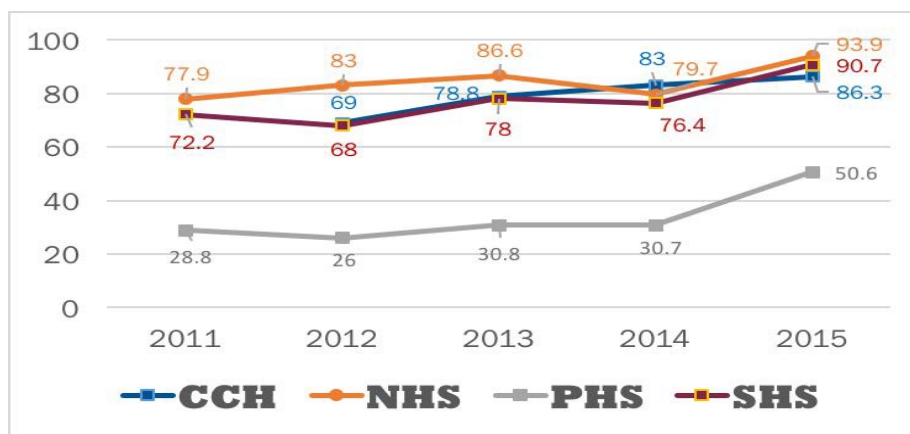
- **Action Step 1:** Create and implement curriculum maps that are aligned horizontally and vertically for the four content areas: math, language arts, science, and social studies.
 - Create and implement Pacing Maps
 - SLDS will also include Map Scores
 - 6-8 Curriculum Maps

Objective 2: Teachers will utilize and implement effective instructional practices.

- **Action Step 2:** Fully implement data teams on each campus and provide training for best practices for data analysis
 - 100 % of WCS schools have data teams.
 - Assistant Superintendent of Assessment and Accountability has attended at least one data meeting at each school to observe protocols and procedures being utilized.
 - Multiple examples of data work at each school are available.
 - Compass Learning Data Review
 - School and District Data Teams Tracking Progress (Utilization of Data Walls)
 - Scholastic Reading Inventory Data

Objective 3: Graduates will be college and career ready.

- **Action Step 4:** Raise the Graduation rate above 80%.
 - Assistant principals, principals, school data clerks, and counselors train with the Student Information System department to know how to properly enter data for state reporting.
 - Assistant Superintendent of Teaching and Learning and the Curriculum Directors are working with the SIS Dept. and schools to make sure the data is accurate.
 - Graduation rate improvements.



Goal 2: Highly Qualified Personnel - Recruit, retain, and develop highly-qualified personnel.

Dr. Richard Hill, Chief Officer for Human Resources, gave an update on the following:

Dr. Hill told the board that all of our teachers are highly qualified except for one. He said that should not have happened and we are working to correct that now.

- Instituted Annual Personnel Conferences with Administrators
- Exploring possibility of hiring teachers unassigned for areas with critical needs (e.g. math teachers, science, etc.)
- Exit Surveys – find out why people leave us
- Restoring Work Days - In general, restoring the teacher work calendar next year means adding:
 - Two instructional days
 - Four professional days for teachers
 - Additional days for some 11- and 12 - month employees

Richard told the board that we checked with other counties around us on state salaries and local supplements and Whitfield County Schools is on top. The average teacher's salary is \$49,212.53.

- Revised Board Policies
 - LBOE Policy GARH: *Sick Leave & Absences*
- Strengthen Relationships With Accredited Teacher Education Programs
 - Whitfield County Schools are hosting 70 interns in 15 schools from Dalton State College this year.
- Focus on recruitment – Dr. Hill stated that we are focusing on our recruitment now. Dalton State College, Lee University, and Chattanooga State are some of the local colleges that we have started recruiting.

Goal 3: Finance - Ensure fiscal stability and increase reserves through sound financial practices.

Kelly Coon, Director of Finance, gave an update on the following:

Kelly presented charts that show the Operational Spending by Function Expenditures Relative to Budget July 1 - December 31 and Function 1000 - Direct Instruction Spending by Object. This is a comparison of the first half of fiscal year. The chart can be found on the Whitfield County School website.

Goal 4: Community Involvement – Strengthen school, family, and community partnerships

Traci Hogan, Lead Social Worker, presented the following information:

Tracie said that we have had 118,910 staff members sign in for the 130 training sessions. This is a partial list of staff trainings provided Aug. 2015–Jan. 2016:

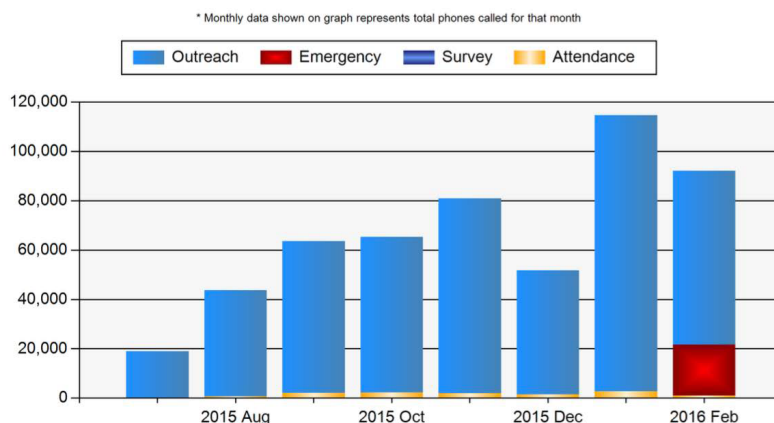
- Darkness to Light Stewards of Children
- Mandated Reporter
- Olweus Bullying Prevention Program
- PBIS
- Suicide Prevention
- Trends in Teen Drug Usage
- CPR Training
- EPI Pen Usage
- Learning Odyssey
- CogAT
- Code of Ethics
- Google Overview
- Safety Procedures/Emergency Plan

- TKES/LKES
- Data Collection
- ESOL & Office of Civil Rights
- Chromebook Training
- Georgia Milestones/EOC/SLO's
- Mindset Training

Tracie said that we have had 1,210 parents sign-in for the 90 classes. This is a partial list of parent trainings provided Aug. 2015–Jan. 2016:

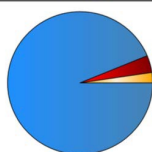
- Parent Engagement
- Basic English
- Active Parenting for Preteens & Teens
- Social Media Do's & Don'ts
- Parenting 101
- Successfully Utilizing Community Resources
- Basic & Intermediate Computer
- Planning for your Child's Success
- Bullying Prevention
- Couponing & Budgeting
- Turning Learning into a Game
- Meeting your Child's Emotional Needs
- Darkness to Light Stewards of Children
- School Success
- Domestic Violence Issues & Resources
- Healthy Touch for Children
- Kids & Technology

Total Phones Called



Message Type Usage By Phones Called

* Percentages are rounded to the nearest whole number



Goal 5: Operations - Provide safe and efficient facilities, maintenance, & transportation services.

Mike Ewton, Assistant Superintendent for Operations gave an update on the following:

Mike told the board that we are evaluating our contracted services. Ashton Staffing for Nutrition and Southern Management for Custodial Services. Grounds Crew to keep in house.

Mike told the board that our Five Year Facilities Plan is in progress. The facilities services assist local school systems in developing long-range capital improvement plans so we may acquire the funds needed to implement our plans and review

the architect's plans so we can construct adequate and safe school facilities. SPLOST is the local funds that also pay for our renovations or new facilities.

Goal 6: Technology - Improve student academic achievement by strengthening technology integration.

Tim Shaver, Director of Technology gave an update on the following:

Wireless upgrade is almost done. Still have some at CCHS and SHS to complete. We have built 1.2 million files in one year. U Tube is now available through the wcsa account. Teachers may give access to U Tubes that may not be available but this now would be accessible K-12. Tim said that Betsy Clem will be coming back to technology.

Audrey said that this is very exciting. She thanked everyone for their presentation.

Operations

Bus Surplus and Insurance Settlement

Mike Ewton, Assistant Superintendent for Operations, told the board that the bus accident that took place in December 2015 has been declared a total loss. The accident was the cars fault. The passengers in the car were injured. Mike recommended that the board declare the bus surplus. Rodney Lock moved approval and Tony Stanley seconded. The Board approved 5-0. Mike Ewton recommended the board except the insurance claim. The final value is \$13, 282.44. Bill Worley moved approval and Louis Fordham seconded. The Board approved 5-0.

Support Services

After School Care Worker

Wanda Phillips, Chief Officer of Support Services, recommended that the board approve the following After School Care Worker:

- Emily Phillips – Cohutta Elementary School

Louis Fordham moved approval and Thomas Barton seconded. The Board approved 5-0.

Personnel

Dr. Judy Gilreath, superintendent, recommended the board approve the March personnel actions as discussed in executive session to include the following:

Personnel Recommendations for March 7, 2016

I.		<u>Certified Personnel 2014-15</u>	II.		<u>Certified Personnel 2015-16</u>
A.	0	Resignations	A.	7	Resignations
B.	0	Recommendations	B.	2	Recommendations
C.	0	Transfers	C.	0	Transfers
D.	0	Other Certified Actions	D.	0	Other Certified Actions
E.	0	Terminations	E.	0	Terminations
III.		<u>Classified Personnel 2014-15</u>	IV.		<u>Classified Personnel 2015-16</u>
A.	0	Resignations	A.	7	Resignations
B.	0	Recommendations	B.	9	Recommendations
C.	0	Transfers	C.	2	Transfers
D.	0	Other Classified Actions	D.	0	Other Classified Actions
E.	0	Terminations	E.	0	Terminations

Bill Worley moved approval and Tony Stanley, seconded. The board approved 5-0. The personnel report is a part of the minutes.

Previous Business

Second Reading to Rescind Board Policy GBRI: Professional Personnel Personal Leaves and Absences

Dr. Gilreath, Superintendent, presented the Second Reading to rescind Board Policy GBRI: Professional Personnel Personal Leaves and Absences. She said that we are combining Professional and Classified into one policy. Rodney Lock moved approval and Thomas Barton, seconded. The board approved 5-0.

Second Reading to Rescind Board Policy GBRI-R(1): Professional Personnel Personal Leaves and Absences – Earned Sick Leave

Dr. Gilreath, Superintendent, presented the Second Reading to rescind Board Policy GBRI-R (1): Professional Personnel Personal Leaves and Absences - Earned Sick. She said that we are combining Professional and Classified into one policy. Louis Fordham moved approval and Tony Stanley, seconded. The board approved 5-0.

Second Reading to Rescind Board Policy GCRG: Classified Personnel Personal Leaves and Absences

Dr. Gilreath, Superintendent, presented the Second Reading to rescind Board Policy GCRG: Classified Personnel Personal Leaves and Absences. She said that we are combining Professional and Classified into one policy. Tony Stanley moved approval and Thomas Barton seconded. The board approved 5-0.

Second Reading to Rescind Board Policy GCRG-R(1): Classified Personnel Leaves and Absences-Earned Sick Leave

Dr. Gilreath, Superintendent, presented the Second Reading to rescind Board Policy GCRG-R (1): Classified Personnel Personal Leaves and Absences-Earned Sick Leave. She said that we are combining Professional and Classified Leaves and Absences into one policy. Rodney Lock moved approval and Louis Fordham seconded. The board approved 5-0.

Second Reading of Changes in Board Policy GARH: Employee Leaves and Absences

Dr. Gilreath, Superintendent, presented the Second Reading to change Board Policy GARH: Employee Leaves and Absences. She said that we are combining Professional and Certified Leaves and Absences into one policy so that there is consistency. Tony Stanley moved approval and Rodney Lock seconded. The board approved 5-0.

Second Reading of Changes in Board Policy JKA: Solicitations of Students

Dr. Gilreath, Superintendent, presented the Second Reading to change Board Policy JKA: Solicitations of Students. She said that this would add principal to approval required. This would bring consistency to all fundraising policies. Bill Worley moved approval and Thomas Barton seconded. The board approved 5-0.

Second Reading of Changes in Board Policy JKB: Solicitations by Students

Dr. Gilreath, Superintendent, presented the Second Reading to change Board Policy JKB: Solicitations by Students. She said that there are no longer any requirements by our accrediting agency, AdvancEd. This would delete requirement that policy conforms to SACS/AdvancEd requirements since they have been eliminated by this group. Rodney Lock moved approval and Louis Fordham seconded. The board approved 5-0.

Second Reading of Changes in Board Policy JHC: Student Organizations

Dr. Gilreath, Superintendent, presented the Second Reading to change Board Policy JHC: Student Organizations. She said that this would add principal to approval required. This would bring consistency to all fundraising policies. Louis Fordham moved approval and Bill Worley seconded. The board approved 5-0.

Second Reading of Board Procedure/Regulations JKB-R(1) Solicitations by Students – Fundraising

Dr. Gilreath, Superintendent, presented the Second Reading to change Board Policy JKB-R (1) Solicitations by Students – Fundraising. She said that this is required by Board of Education policies. Louis Fordham moved approval and Thomas Barton seconded. The board approved 5-0.

New Business

Mike Ewton, Assistant Superintendent of Operations, told the board that the 5 Year Facilities Plan requires sending a review team from the Georgia Department of Education. The Whitfield County Board of Education has determined that the cost of upgrading Valley Point Middle School and North Whitfield Middle School is greater than the state funding to replace these schools as evidence in the architect's estimates. The Whitfield County board will have to phase out these schools. The following Resolutions are presented below:

Resolution to Phase Out Valley Point Middle School Facility

Mike Ewton recommended that the board approve the resolution to phase out Valley Point Middle School so this school can be replaced. Rodney Lock moved approval and Thomas Barton seconded. The board approved 5-0. This resolution is a part of the minutes.

Resolution to Phase Out North Whitfield Middle School Facility

Mike Ewton recommended that the board approve the resolution to phase out North Whitfield Middle School so this school can be replaced. Tony Stanley moved approval and Louis Fordham seconded. The board approved 5-0. This resolution is a part of the minutes.

First Reading to Revise Board Policy GBRIG: Federal Family Medical Leave Act

Dr. Gilreath, Superintendent, presented the First Reading to revise Board Policy GBRIG: Federal Family Medical Leave Act. She said that this is to clarify wording in the policy.

First Reading to Rescind Board Policy GCRGG: Federal Family Medical Leave Act

Dr. Gilreath, Superintendent, presented the First Reading to rescind Board Policy GCRGG: Federal Family Medical Leave Act. She said this is to eliminate duplicate policy.

Proposed Changes to GSBA Legislation Positions

Dr. Judy Gilreath, Superintendent, told the board that this is the opportunity for each local board of education to propose changes to the 2015 GSBA Legislative Positions if they wish to do so. Proposed changes can be amendments to current positions, deleting positions, or adding new ones. The board had not changes at this time.

Delegate and Alternate Appointments for GSBA Conference

Dr. Judy Gilreath, Superintendent, told the board that it is important that each local board appoint a delegate and an alternate to represent the board at the Delegate Assembly in Savannah, Georgia this summer. Bill Worley made a move to recommend Louis Fordham as the boards delegate and Tony Stanley seconded. The board voted 4-0. Louis did not vote. Bill Worley made a move to recommend Rodney Lock as the boards alternate and Louis Fordham seconded. The board voted 4-0. Rodney did not vote.

Donations for March 2016

The following donation checks were presented to the board for approval:

<u>Schools</u>	<u>Description of Donation</u>	<u>Amount of Check</u>
Antioch Elementary School	Spring Art Classes	\$24,950.00
Cedar Ridge Elementary School	1 st Grade Donation from Chris Patterson	\$100.00
Cohutta Elementary School	STEM Grant from O.N. Jonas	\$2,500.00
Dawnville Elementary School	2 nd & 3 rd Grade STEM Field Trips from Caylor Industries	\$1,050.00
Tunnel Hill Elementary School	Target Take Charge of Education	\$32.42
Tunnel Hill Elementary School	Brainpop & Brainpop Jr. Subscription from PTO	\$380.00
New Hope Middle School	Donation from Jim Ledford w/Sparta Carpets	\$300.00
North Whitfield Middle School	Archery Team Donation	\$250.00

Westside Elementary School	Donations for Gym Floor Project	Total	\$53,725.00
	Phoenix Chemical Company - \$1,000.00		
	Engineered Floors - \$500.00		
	Community Foundation of Northwest GA - \$5,000.00		
	Julian Peebles Memorial - \$500.00		
	C.J. Poag/Harold Anders DBA Central Drive-In \$100.00		
	Jennifer and Andrew Anderson - \$500.00		
	Benny and Regina Middleton - \$1,000.00		
	Billy Barton - \$5,000.00		
	Anonymous - \$11,725.00		
	WES PTO - \$30,000.00		

Dr. Gilreath recommended the board accept the donations as presented. Louis Fordham moved approval and Rodney Lock seconded. The board approved 5-0.

Adjournment

There being no further business, the meeting was adjourned at 7:45 p.m.

Secretary

Chairman