

Board of Education
Work and Executive Session Minutes
December 16, 2019, 5:30 P.M.
Gilmer County, Georgia

Gilmer County Board of Education

The meeting was called to order at 5:30 p.m. by Mr. Watkins.

BOARD MEMBERS PRESENT: Ronald Watkins (Vice-Chair), Jim Parmer, Tom Ocobock and Doug Pritchett

BOARD MEMBERS ABSENT: Michael Bramlett (Chairman)

STAFF MEMBERS PRESENT: Dr. Shanna Downs, Hope Henson, Dana Penland, Lottie Mitchell, Linda Waters, Katrina Kingsley, Joy Wingate, Lauree Pierce, Matthew Johnson, Carla Foley, Chandra Teague, April Smith, Charles Walker, Bob Sosebee, Kim Cagle and Emily Plumley

VISITORS PRESENT: Lonnie Adams from FYN and Herman Clark.

Dr. Downs recommended approval for the Work Session agenda as presented. Motion by Mr. Ocobock and second by Mr. Pritchett to approve the Work Session agenda. Motion Carried. All voted Yes.

The Invocation was led by Eddy Kerr from Crossroads Baptist Church.

The Pledge by Ms. Easley & Ms. Wingate's class from Mountain View Elementary.

Presentations and Recognitions:

- a. Title 1: Ms. Lindy Patterson, Director of Federal Programs presented EES with the 2019 Title 1 Distinguished School Award. Among being one of the highest performing Title 1 schools in the state, EES scored in the top 5% with a CCRPI score of 86. Ms. Patterson congratulated EES on their continued success.
- b. SkillsUSA: Kris Martinez, Teacher at GHS explained to the Board that SkillsUSA is a career technical student organization that helps students prepare for life after school. Mr. Martinez congratulated Frida Nieto for placing 2nd in the Job Interview category and Helana Garland for placing 1st in the Extemporaneous Speaking category. Both students competed amongst 14 counties within the region and are moving onto state competition.
- c. Football: Coach Kevin Saunders, Head Football Coach at GHS awarded the 2019 Football All-Region Award to the following players; Will Bradburn, Seth Darling, Aldofo Bautista, Kobe Stonecipher, Dawson Stephens, Cam Weaver, Spencer Smith, Grey McClure, Ashton White & Braden Jenkins. Coach Saunders also presented the

Honorable Mention All-Region Award to the following players; Luke Morgan, Dylan Ellington and Kyle Allison. Coach Saunders commended the team and coaches on their outstanding season.

Consent Items:

Dr. Downs noted to the Board that the following Consent Items will be proposed for approval at the Regular Session on Thursday December 19, 2019:

- Board Minutes:
 - November 18, 2019, Work and Executive Session
 - November 21, 2019, Regular Session
- Out of State/Overnight Field Trips:
 - Academic Field Trips: (See Attachment)
 - Student Activities/Athletic-Based Field Trips: (See Attachment)
 - Fund Raising Request (None)

Superintendent's Report:

1. **Academic Achievement:** Literacy: Ms. Lottie Mitchell, Chief Academic Officer introduced the districts Academic Coaches to the Board. Ms. Dana Penland (CCES), Ms. Hope Henson (EES), Ms. Chandra Teague (MVE) and Ms. Krista Garland (CCMS) spoke to the Board regarding Literacy throughout Gilmer Schools. With funds allocated from the L4GA grant the Academic Coaches have been able to establish a five-year plan which include guided reading, phonics for students and cohesive teaching across the elementary schools. Also once a month Academic Coaches are able to provide professional learning for teachers. The hope is to help bridge the gap of literacy between elementary and middle school.
2. **Parent and Community Engagement:**
 - a. Census 2020: Ms. Lindy Patterson, Director of Federal Programs presented information to the Board regarding the 2020 Census. Ms. Patterson explained that a committee to help promote the Census has been formed to help encourage citizens to participate. Completion of the Census is a crucial part in determining the number of state delegates, helps determine how state funds are issued and it also helps with business development in Gilmer County. Ms. Patterson explained that the information from the Census remains confidential for 72 years. The Census will be sent to homes beginning in March.
 - b. System Report: Dr. Downs presented the annual System Report to the Board. Dr. Downs explained that the report is reflective of last school year. The System Report is compiled of data from each school and the district such as CCRPI scores and school improvement projects.
 - c. Library Kiosks: Ms. Lottie Mitchell, Chief Academic Officer and Ms. Katrina Kingsley, Pre-K Director spoke to the Board regarding Library Kiosks sponsored by the L4GA grant. The kiosks were built by Mr. Wilsons construction class at GHS. The kiosks will house dispositioned library books and will be placed throughout the community to allow children to receive free books.

4. **Operational Effectiveness:**

- a. Student Code of Conduct: Dr. Downs explained to the Board per state guidelines the district's current Student Code of Conduct needed to be amended to add State Code 42 – Electronic Smoking Devices and State Code 44 – Violence Against a Teacher. Dr. Downs noted that recommendation for approval of the additions will be made the Regular Session on Thursday December 19, 2019.
- b. Compliance/Policy (First Reading): The following policies were presented for first reading in order to comply with recent changes in the law and/or GSBA recommendations to update the current wording:
 - Policy IEDA Unstructured Break Time
 - Policy IFBC Media Programs
 - Policy IFBG Internet Acceptable Use
 - Policy JBCCA Student Assignment to Schools
 - Policy IDFA Gender Equity in Sports

Dr. Downs explained that these policies will be posted on the GCSS Website for public review and comment before a second reading at the Board of Education Work Session on January 13, 2020. Subject to feedback and public deliberations, these will be voted upon at the Regular Session on January 16, 2020.

- a. Compliance/Policy (Second Reading): Policies presented for first readings in September and have been posted on the GCSS website for public comment and also sent to GSBA for legal counsel review.
 - Policy GAK (1) Criminal Background Check
 - Policy DJ Expenditure of Funds
 - Policy DJCA Pay Day Schedules
 - Policy DJCB Salary Deductions
 - Policy DJEAC Purchasing or Credit Card Use

The policies have been on the district website since the meeting in September and have been submitted to GSBA legal counsel for review. The policies received no public comment. Dr. Downs noted that policies are set for approval at the Regular Session December 19, 2019.

5. **Fiscal Accountability:**

- a. Keyless Entry for Ellijay Elementary School, Mountain View Elementary School and Clear Creek Middle School. Dr. Downs explained that as a security measure keyless entry was installed at Gilmer High School last year. After everything was in place and working properly the decision to move forward with keyless entry at Ellijay

Elementary School, Mountain View Elementary School and Clear Creek Middle School. The system allows administration to grant or deny access to an employee's key card. Dr. Downs noted that the price is through Sourcewell which is a cooperative purchasing entity follows the competitive contracting law. Recommendation for approval of the keyless entry for Ellijay Elementary, Mountain View Elementary and Clear Creek Middle will be made at the Regular Session on Thursday December 19, 2019.

- b. Purchasing Policy Expenditures and Approvals – December 2019: Expenditures and Approvals were presented for informational purposes only and exempt from Board approval.
- c. Nutrition:
 - i. School Nutrition Report – October 2019: Ms. Linda Waters, Director of School Nutrition presented the School Nutrition Report for October 2019 to the Board.
 - ii. Student Participation Report – October 2019: Ms. Linda Waters, Director of School Nutrition presented the School Participation Report for October 2019 to the Board.
- d. Budget Update:
 - i. FY2020 Financial Summary – October 2019 Ms. Penland presented the FY 2020 Financial Summary- October 2019 to the Board.
 - ii. 2015 ESPLOST Expenditures – December 2019: Ms. Penland also presented the Board the 2015 ESPLOST Expenditures for December 2019.

Superintendent's Announcements/Comments:

- Dr. Downs spoke to the Board regarding the "Shop with a Hero" program. The program involved the Gilmer County Sheriff's Office, Ellijay and East Ellijay Police Department, Gilmer Fire and Ellijay Fire Department, Georgia State Patrol, GBI, DNR and State Probation Officers. Enough funds were raised to sponsor 50 elementary school children third through fifth grades. The participating children received breakfast donated by Mr. P's and were transported on a school bus along with their assigned "Hero". The bus was escorted through town where the children were able to shop at Walmart. Each child received \$150 with \$75 being allocated for clothing and \$75 for whatever the child wished to purchase. The program was a huge success thanks to the outpouring support of the community, the partnership with the public safety agencies, Mr. P's and Wal-Mart.
- Dr. Downs also thanked the Firefighters of Gilmer County who raised \$14,500 for the Christmas Fund. The funds were used to buy toys and shoes for students in Kindergarten through second grade. Dr. Downs noted that the money was

raised by the community giving to the “Firefighters Boots”. Dr. Downs thanked the community, the Firefighters of Gilmer County, Walmart and Shoe Show for their overwhelming support for students.

Public Participation: None

Executive Session:

Motion by Mr. Parmer and second by Mr. Ocobock to enter Executive Session for Real Estate, Personnel, School Safety Plans and Litigation. Motion carried. All voted Yes. Attorney Herman Clark also attended the Executive Session.

Motion by Mr. Watkins and second by Mr. Pritchett to exit Executive Session. Motion Carried. All voted Yes.

Adjourn:

Motion by Mr. Ocobock and second by Mr. Pritchett all voted Yes. The meeting was adjourned at 6:58 p.m.

Shanna Downs, Ed.D., Superintendent

Mr. Bramlett, Chairman

Submitted by: _____
Emily Plumley, Board Clerk