

Board of Education  
Work and Executive Session Minutes  
January 25, 2021 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. Bramlett.

BOARD MEMBERS PRESENT: Michael Bramlett (Chairman) Ronald Watkins (Vice-Chairman),  
Michael Parks, Joe Pflueger and Doug Pritchett

BOARD MEMBERS ABSENT: None

STAFF MEMBERS PRESENT: Dr. Shanna Downs, Carla Foley, Matt Johnson, Tiffany Boyette, Linda  
Waters Chandra Teague, Charles Walker, Nicole Pike, Kelly Arnold,  
Kelly Arnold, Bob Sosebee, Trina Penlend, Stephanie Burnette, Lauree  
Pierce and Emily Plumley

VISITORS PRESENT: Scott Stephens and Lonnie Adams

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

Invocation was led by Chad Hall from Cartecay Baptist.

The Pledge by Dr. Downs.

Presentations and Recognitions:

- Ms. Kim Cagle, Assistant Superintendent introduced Ms. Nicole Pike, Principal at CCMS who presented awards to the runner-up and winner of the Spelling Bee that was held at CCMS on January 15, 2021. Cash Williams, 7<sup>th</sup> Grade was the Runner-Up and Trace Morton, 8<sup>th</sup> Grade was the Winner. Ms. Pike, Dr. Downs and the Board congratulated them on their achievements.
- Ms. Cagle also introduced GHS Athletic Director, Matt Johnson who presented the 2020 Region7-AAA All Region Football Team award to the following players; Dawson Stephens, Tyler Gatlin, Spenser Smith, Seth Darling, Kobe Stonecipher, Will Kiker, Hershel DeFoor, Ashton White, Kyle Allison and Braden Jenkins

#### **Consent Items:**

Dr. Downs noted to the Board that the following Consent Items will be proposed for approval at the Regular Session on Thursday January 25, 2021:

- Board Minutes:
  - December 2, 2020, Board Training
  - December 14, 2020, Work and Executive Session
  - December 17, 2020, Regular Session
- Out of State and Overnight Field Trips (see attached)

**Superintendent's Report:**

1. **Academic Achievement:** Gilmer High School (GHS): GHS Principal, Ms. Carla Foley, Assistant Principal, Ms. Tiffany Boyette and School Counselor, Mr. Daniel Marshall spoke to the Board regarding the GHS Wrap Around Services Program which is implemented at Gilmer High School. This program meets the needs of students in different areas such as academic, life skills, social-emotional needs, family support and support provided for ESOL students and their families. Within each area are several different support resources in place to help students. The Wrap Around Services Program helps students achieve their goals in school and helps set a positive stage for their future goals in life. Ms. Foley thanked everyone who has sponsored or is a partner in the program including, Dr. Downs and the Board for their continuous support.
2. **Parent and Community Engagement:**
  - a. Cannery Report: Mr. Mike Bushey, Young Farmer Teacher, shared the annual Cannery Report with the Board. The cannery operated 48 days in the summer of 2020 and was operational 140 days of the year. The number of units canned were 18,422 and 410 units were prepared for freezing. Number of bushels shelled were 38 and the percentage of "Homegrown" products processed are 89%. No meat was processed this year and the total number of visits to the cannery was 1,992. There were also 150 students provided with food processing center instructions this year.
  - b. MEC Lease Agreement: Dr. Downs spoke to the Board regarding the lease agreement with Mountain Education Center (MEC) who has been leasing space from Gilmer County Schools for years. The previous lease agreement stated that network support would come from Gilmer County Schools. This year MEC has been relocated to the Larry Walker Education Center, where space is leased. Due to the hours of operation of MEC and the need for support, the lease has been revised to state that network support would be provided by Ellijay Telephone Company not Gilmer County Schools. Dr. Downs noted that an updated lease is located in the Board packet which reflects this change and a recommendation for approval of the MEC Lease Agreement will be made at the Regular Session on Thursday January 28, 2021.
3. **High Performing Culture and Workforce:**
  - a. Personnel: Dr. Downs noted that personnel will be discussed in Executive Session.
  - b. Administrative Renewal: Dr. Downs explained to the Board that administrators will be recommended for renewal this month so they may recommend certified staffing next month. This will allow all administrators to renew staff members earlier and begin to fill the districts need with quality staff before the candidate pool shrinks.
4. **Operational Effectiveness:**
  - a. CCES Update: Dr. Downs presented a video to the Board produced by Breaux & Associates Architects showing the progress that has been done on Clear Creek Elementary School (CCES). The video featured a look inside of the school and an aerial view of the property.
  - b. 2021 Board Meeting Dates: Dr. Downs reminded the Board that each year the Board sets and approves Board meeting dates for the upcoming year. Board meeting dates are planned around holidays, breaks and professional learning events. Included in the Board packets is a

Board meeting calendar. After discussion it was the wishes of the Board to move the meeting start time back to 6:00pm. Dr. Downs noted that these dates would be recommended for approval at the Regular Session on Thursday January 28, 2021.

- c. 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 GBC Professional Personnel Recruitment
  - Policy IDE(3) Competitive Interscholastic Activities, Grades 6-12
  - Policy IDFC Community Coaches

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 at next month's meeting. Subject to feedback and public deliberations, these will be voted upon at the Regular Session in February.

- d. Compliance/Policy (Second Reading): Policies presented for first readings in November. Dr. Downs noted that one policy, one exhibit and one rule is recommended for Board approval.
- Policy EE Food Services Management
  - Policy EEE Wellness Program
  - Policy GANA Infectious Diseases
  - Policy JCDAE Weapons
  - Policy JGFGB Concussion Management

The policies have been on the district website since the meeting in December. All policies have been submitted to GSBA legal counsel for review. The policies received no public comment; however, changes have been recommended to Policy EE Food Service Management regarding employee charge limits and student a la carte items. Changes will set a limit on employee charges and allow students to charge milk or juice to their lunch account. Dr. Downs noted that policies are set for approval at the Regular Session January 28, 2021.

## 5. **Fiscal Accountability:**

- a. Purchasing Policy Expenditures and Approvals – January 2021: Expenditures and Approvals were presented for informational purposes only and exempt from Board approval.
- b. Nutrition: School Nutrition Report – November 2020: Ms. Linda Waters, Director of School Nutrition presented the School Nutrition Report – November 2020 to the Board.
- c. Budget Update:
  - i. FY2020 Financial Summary – November 2020: Ms. Trina Penland, Director of Finance presented the FY 2020 Financial Summary for November 2020 to the Board.
  - ii. 2015 ESPLOST Expenditures – January 2021: Ms. Penland also presented the Board the 2015 ESPLOST Expenditures for January 2021.
  - iii. 2020 ESPLOST Expenditures – January 2021: Ms. Penland also presented the Board the 2020 ESPLOST Expenditures for January 2021.

**Superintendent's Announcements/Comments:**

- Dr. Downs updated the Board on the number of positive COVID-19 cases with the district. The number of positives cases have had a small spike while the number of those quarantined has risen slightly although the numbers remain relatively low. Dr. Downs also noted that for some student's school is a safe haven with a warm meal and positive reinforcement. Updated COVID-19 numbers can be found on the district's website.
- Dr. Downs also spoke in regards the upcoming Regular Session on Thursday January 28, 2021. Dr. Downs noted that the Regular Sessions ran relatively shorter than the Work Sessions. With that being said the Gilmer Touchdown Club would like to hold a reception welcoming Coach Paul Standard who has been recently recommended to the district as the Head Football Coach for Gilmer High School. Dr. Downs noted that the reception will be held at the Regular Session on Thursday January 28, 2021 and that Coach Standard would be available to answer questions from the media.

**Public Participation:** None

**Executive Session:**

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

**Adjourn:**

Motion by Mr. Parks and second by Mr. Pritchett to adjourn. All voted Yes. The meeting was adjourned at 7:35 p.m.

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Shanna Downs, Ed.D., Superintendent

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Mr. Bramlett, Chairman

Submitted by: \_\_\_\_\_  
Emily Plumley, Board Clerk