Board of Education

Work and Executive Session Minutes

September 18, 2017, 6:00 P.M.

Gilmer County, Georgia

**Gilmer County Board of Education**

The meeting was called to order at 6:00 p.m. by Chairman Jim Parmer. Mr. Parmer thanked everyone for attending.

BOARD MEMBERS PRESENT: Jim Parmer (Chairman), Michael Bramlett (Vice-Chair), Tom

Ocobock and Nick Weaver

BOARD MEMBERS ABSENT: Ronald Watkins

STAFF MEMBERS PRESENT: Dr. Shanna Wilkes, Trina Penland, Michele Penland, Stuart Sheriff, John Call, Lottie Mitchell, Bob Sosebee, Lindy Patterson, Kimberly McBurnett, Carla Foley, Lauree Pierce, Charles Walker, Stephanie Burnette, Todd Gearhart, Matthew Johnson, Tiffany Boyette, Nicole Pike, Dana Penland, Amber Johnson, Kathy Cobb, Karry Burnette, Janis Walker, Kelly Arnold, Keshia Crump, Cathy Gregory, Rhonda Henderson, Naomi Esparza, Jessica Morrow, and Deborah Westmoreland

VISITORS PRESENT: April Teague from Times-Courier, Lonnie Adams from Fetch

Your News, Merle Naylor, Cathy Green, Jewel Jones, Hunter Stillwell, Cody Bearden, and Herman Clark

Dr. Wilkes recommended approval of the Work Session Agenda. Motion by Mr. Bramlett and second by Mr. Ocobock to approve the Work Session Agenda. Motion Carried. All voted Yes.

The Invocation was led by Cody Bearden from Boardtown Church of Christ.

The Pledge of Allegiance was led by the first grade class of Jessica Morrow, Teacher at Mountain View Elementary School.

**Presentations and Recognitions:**

Naomi Esparza, Teacher at Clear Creek Middle School and Gilmer High School Head Cheerleading Coach, spoke about summer cheer stunt camp at the University of West Georgia. The Cheerleaders had an opportunity to try out for the UCA All-American Team. In order to try out, the participant must show superior athleticism. This year, UCA All-American Cheerleaders representing GHS are Riana Henderson (GHS sophomore) and Aubrey Cagle (GHS senior).

Dr. Wilkes called on Stuart Sheriff, Assistant Superintendent for Administrative Services, to speak to the Board concerning the EPAct Certification given to Gilmer Co. Schools Operations Facility and Clear Creek Middle School Athletic Facility. Mr. Sheriff explained that these buildings have met the guidelines of the United States Energy Policy Act of 2005 for enhanced energy efficiency and power use. Mr. Sheriff told the Board that the reason these structures got this certification was because they feature energy saving designs, engineering and equipment in one or all of the following areas: interior lighting, exterior lighting, heating systems, cooling systems, ventilation systems, hot water systems, and building envelopes.

**Consent Items:**

Dr. Wilkes noted to the Board that the following Consent Items will be proposed for approval at the Regular Session on Thursday, September 21, 2017:

* Board Minutes:
  + August 14, 2017, Work and Executive Session
  + August 17, 2017, Regular Session
* Out of State/Overnight Field Trips:
  + Academic Field Trips (See Attachment) The trip to Covington, GA, on September 8-9, 2017, for CCMS/GMS to the FFA Region Rally was polled by the Board but will be ratified for approval at the Regular Session on September 21, 2017.
  + Student Activities/Athletic-Based Field Trips: (None)
* Fund Raising Request: (None)

**Superintendent’s Report**:

1. Academic Achievement:
2. Ellijay Primary School: Stephanie Burnett, Principal of Ellijay Primary School, spoke to the Board concerning PLC’s (Professional Learning Communities). Mrs. Burnett showed a PowerPoint about PLC’s and gave the Board a handout about PLC’s. Mrs. Burnett introduced the Kindergarten teachers who did a mock PLC meeting for the Board. The teachers were Keshia Crump, Kelly Arnold, Kathy Cobb, Karry Burnette, Cathy Gregory, and Janis Walker. Also, in attendance at the mock meeting, were Todd Gearhart, Assistant Principal of Ellijay Primary School, and Dana Penland, Academic Coach for Ellijay Primary School. The mock meeting was a short version of the actual PLC meeting that was held last Wednesday, September 13, 2017, at Ellijay Primary School to show the Board what a PLC meeting entails.
3. Parent and Community Engagement:
4. Teen Maze: Dr. Wilkes told the Board that Gilmer County Family Connection orchestrates a powerful activity for our 9th grade students each year which is Teen Maze. Dr. Wilkes called on Merle Naylor from Gilmer County Family Connection to speak to the Board concerning a brief overview of the event. Mrs. Naylor also brought along Cathy Green, a Gilmer County EMT, who also helped with the Teen Maze activity. There was also a PowerPoint of actual pictures from this year’s Teen Maze that Mrs. Naylor used during her presentation.
5. High Performing Culture and Workforce:
6. Contributing Professionals: Stuart Sheriff, Assistant Superintendent for Administrative Services, spoke to the Board concerning Contributing Professionals. Mr. Sheriff told the Board that Contributing Professionals are those certified employees that are not evaluated through TKES and LKES but still need a system in place for certification renewal. Mr. Sheriff informed the Board that these professionals are being added to the TLE platform and will be given a PLG (professional learning goal) to be used in conjunction with their annual evaluation for this renewal. This will put all of the certified staff on the platform and will make it easier to track PLG’s for re-certification purposes.
7. Operational Effectiveness:
8. Gilmer High School Renovation State Application: Stuart Sheriff, Assistant Superintendent for Administrative Services, spoke to the Board concerning the Gilmer High School Renovation State Application. Mr. Sheriff told the Board that the GHS state application for the renovation project has been approved, but GCCSS has to sign a resolution asking them to remove the standing seam metal roof from the application since that portion is not being replaced and ask that they add the flat roof system because that needs to be replaced. After submission of these signed documents, GCCSS will receive an updated application for approval at the October Regular Session. In the end, GCCSS hopes to receive some entitlement funds from the state on this project to allow GCCSS to do as much as possible for the high school renovation. This application will be proposed for approval at the Regular Session on September 21, 2017.
9. 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:

* JGCD Medication
* JCDAG Bullying
* JCDA Student Code of Conduct
* JBC(4) Awarding Units and Transferring Credit
* IDFC Community Coaches

These policies will be posted on the GCCSS Website for public review and comment before a second reading at the Board of Education Work Session on October 16, 2017. Subject to feedback and public deliberations, these will be voted upon at the Regular Session on

October 19, 2017.

1. Compliance/Policy (Second Reading): Policies presented for first readings in August have been posted on the GCBOE website for public comment.

* JGI Child Abuse or Neglect
* JGJA Suicide Prevention
* JR Student Records
* KG Use of School Facilities
* LDAJA Interrogations and Investigations
* LEBA Parental Involvement in Education

No public comment has been received on any of these policies. The policies were presented for second reading tonight and will be proposed for approval at the Regular Session on Thursday, September 21, 2017.

1. Fiscal Accountability:
   1. Purchasing Policy Expenditures and Approvals:
      1. No purchases required Board approval. Purchases were presented for informational purposes only.
   2. Nutrition:
      1. July 2017 School Nutrition Report: Kimberly McBurnett, Director of Nutrition, presented the July 2017 School Nutrition report to the Board.

f. Budget Update: Trina Penland, Director of Finance, presented the FY 2017 Financial

Summary-July 2017 and the 2015 ESPLOST Capital Projects Report-September 2017.

Mrs. Penland noted that these reports will be proposed for approval at the Regular

Session on Thursday, September 21, 2017.

**Superintendent’s Announcements/Comments:**

Dr. Wilkes reminded the Board of the time change of the Regular Session meeting on September 21, 2017, from 6:00 to 5:30 p.m. due to the GHS Homecoming Parade.

Dr. Wilkes informed the Board that on October 2,2017, AdvancEd will be here to interview each board member during their review. Dr. Wilkes has told each Board member when his time will be for their interview.

Dr. Wilkes told the Board that Governor Nathan Deal designated October 2-6, 2017, as REACH Georgia’s Statewide Signing Week. REACH scholars and their parents or guardians in school systems across Georgia will be signing contracts, committing to satisfying the program requirements, graduating from high school, and enrolling and completing college. Gilmer County School System’s ceremony will be October 6, 2017 at 9:30 a.m. at Clear Creek Middle School. Dr. Wilkes told the Board that they have invitations in their packets.

Dr. Wilkes let the Board know that payroll is the last working day of the month and with Thanksgiving falling earlier in the month this year, there is a full week following the break so payroll will fall on November 30, 2017, instead of the usual Friday before the Thanksgiving holiday.

**Public Participation:**

Board Member Weaver spoke during this time about his wanting the school system to pay for more items for other sports other than football and band. He would like to see a new facility built for wrestling, new batting cages for baseball, etc. Board Member Ocobock agreed with Board Member Weaver that there should be some improvements done for other sports such as new basketball scoreboards in the GHS gym, etc.

**Executive Session:**

Motion by Mr. Bramlett and second by Mr. Ocobock to enter Executive Session for Real Estate, Personnel, and Litigation. Motion Carried. All voted Yes. Attorney Herman Clark and Assistant Superintendent for Administrative Services, Stuart Sheriff, attended the Executive Session.

Motion by Mr. Bramlett and second by Mr. Weaver to exit Executive Session. Motion Carried. All voted Yes.

**Adjourn:**

Motion by Mr. Ocobock and second by Mr. Weaver to adjourn the Work Session. Motion Carried. All voted Yes. The meeting was adjourned at 7:40 p.m.

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Shanna Wilkes, Ed.D., Superintendent Jim Parmer, Chairman

Submitted by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_