

Jefferson County Schools
Meeting Minutes

Jefferson County Board of Education
09/25/2018 10:00 AM
Board Meeting
Central Office Building
Board Room

Attendees

Voting Members

Mr. Oscar Mann - President
Dr. Martha Bouyer - Vice-President
Ms. Jacqueline Smith - Board Member
Mr. Ronnie Dixon - Board Member
Mrs. Donna Pike - Board Member

Non-Voting Members

Dr. Craig Pouncey - Superintendent

I. CALL TO ORDER - Oscar Mann

The Jefferson County Board of Education met in regular session on Tuesday, September 25, 2018 at 10:00 a.m. in the board's office, 2100 18th Street South, Birmingham, Alabama with the following members present: President Oscar S. Mann, Vice President Dr. Martha Bouyer, Ms. Jacqueline A. Smith, Mr. Ronnie Dixon, and Mrs. Donna Pike. Also present were Superintendent Dr. Craig Pouncey and Board Attorney Mrs. Melissa Burkett McKie.

Our September meeting date was changed from Thursday, September 27, 2018 to Tuesday, September 25, 2018 due to the need to process supplements before the September paychecks were issued. Dr. Pouncey thanked the Board for allowing this change of date.

II. APPROVAL OF AGENDA - Oscar Mann (A)

Recommendation was made to approve the agenda as presented.

Motion made by: Dr. Martha Bouyer - Vice-President

Motion seconded by: Mr. Ronnie Dixon - Board Member

Voting

Unanimously Approved

III. RECOGNITION OF VISITORS - Oscar Mann

Mr. Mann welcomed our special guest (Shades Valley ROTC), employees, the employee organizations and visitors.

IV. APPROVAL OF MINUTES - Oscar Mann

Recommendation was made for approval of two sets of minutes.

Motion made by: Dr. Martha Bouyer - Vice-President

Motion seconded by: Mr. Ronnie Dixon - Board Member

Voting

Unanimously Approved

A. Approval of Minutes of Board Meeting on August 23, 2018. (A)

Recommendation was made for approval of the Minutes from the Board Meeting held on August 23, 2018.

B. Approval of Minutes for Special Board Meeting on September 11, 2018 (A)

Recommendation was made to approve the minutes for the Special Board Meeting held on September 11, 2018.

V. SUPERINTENDENT'S REPORT - Craig Pouncey

Dr. Pouncey turned the meeting over to Mr. Bobbie Jackson, Career Technical Director who introduced Lieutenant Colonel Christopher Troy Cable USMC (Ret) and Gunnery Sergeant Jason Miller - USMC (Ret).

A. Good Things are Happening! (I)

1. Highlight ROTC - Mr. Bobby Jackson

The Mission of Shades Valley MCJROTC.

Develop cadets morally, mentally, and physically and instill the highest ideals of duty, honor, and loyalty in order to graduate leaders who are dedicated to their community, accountable for their civic responsibilities and ready to lead.

Power Point Presentation attached to Eboard.

2. Project Update - Volkert

Capital Improvement Plan Update attached to Eboard.

Current Projects:

Bryant Park Elementary
Hueytown Intermediate
McCalla Elementary
Hueytown Primary
UW Clemon Elementary
Warrior Elementary
Irondale Community
Grantswood Community

Pinson Valley Athletics
Erwin Middle
Erwin Intermediate
Rudd Middle
Hueytown Middle
Snow Rogers Elementary

B. Voting Delegate Selection (A)

Recommendation is made to select Board Members to represent our board as voting delegates for the Alabama Association of School Boards 2018 Convention in December 2018. Based upon our enrollment, our Board is entitled to send five voting delegates; therefore, Dr. Bouyer, Mr. Dixon, Mr. Mann, Mrs. Pike, and Ms. Smith will represent our board during the Delegate Assembly, AASB's annual business meeting.

C. Resolution Adopting a Code of Conduct for JEFCEOED (A)

Recommendation is made to approve a Resolution Adopting a Code of Conduct for the Jefferson County Board of Education. Dr. Bouyer asked for a **Roll Call Vote** by the Board.

RESOLUTION ADOPTING A
CODE OF CONDUCT FOR THE
JEFFERSON COUNTY BOARD OF EDUCATION

WHEREAS, the Jefferson County Board of Education ("the Board") desires to discharge its statutory duties and to conduct its affairs in conformity with the highest standards of stewardship and principles of public service, and to thereby promote public confidence in and support of public education; and

WHEREAS, the School Board Governance Improvement Act of 2013 requires that every Alabama Board of Education adopt a code of conduct to further define and amplify the principles of "boardmanship" set forth therein;

NOW, THEREFORE, BE IT RESOLVED that the Jefferson County Board of Education adopts the precepts and standards of conduct hereinafter set forth as its Code of Conduct, which shall be in addition to and not in lieu of other obligations that may be imposed on the board by law or policy.

BE IT FURTHER AND MORE PARTICULARLY RESOLVED that the Jefferson County Board of Education declares and affirms that every member of the board should and shall be expected to:

1. Comply with the requirements of the School Board Governance Improvement Act, the Alabama Ethics Law, and all laws regulating the conduct of board members;
2. Attend and participate in regularly scheduled and called board meetings;
3. Prepare in advance to discuss issues to be considered on meeting agendas;
4. Exercise informed judgment regarding matters presented to the Board for decision or action, giving due regard to any recommendation made by the superintendent, the views of other board members, and input from members of the public and other stakeholders;
5. Recognize that the authority of the Board rests only with the board as a whole and not with individual board members;
6. Uphold and enforce governing laws, policies, rules, regulations, and court orders and make decisions based on a commitment to ensuring equal educational and employment opportunities;
7. Work cooperatively and constructively with other board members and the superintendent to establish effective policies to further the educational goals of the school system;
8. Communicate in a respectful, constructive manner with fellow board members and the superintendent and refrain from personal attacks or recrimination in discussing, debating, or deliberating the merits of a policy, decision, or course of action;
9. Take no action that will compromise the school system's ability to fulfill its mission and effectively discharge its statutory obligations;
10. Refrain from using his or her position as a school board member for personal gain or partisan advantage or from placing the interests of any individual, entity, or interest group over those of the school system as a whole;
11. Fully disclose any business, professional, or personal relationships that could impair the board member's objectivity with regard to matters pending before the Board for action or decision and, if appropriate, refrain from deliberating or acting on such matters;
12. Share information with the Board and the superintendent regarding public and stakeholder perception of school system policies and programs;
13. Advocate for the needs and interests of the public school students and the school system as a whole;
14. Safeguard the confidentiality of nonpublic information or confidential information intended for review solely by Board members or by designated or selected persons; preserve the confidentiality of all discussions during executive session of the board;
15. Show respect and courtesy to board employees and avoid public disparagement of employees/staff;
16. Maintain appropriate decorum in all public meetings, settings, and forums;
17. Work with other board members in a spirit of harmony and cooperation notwithstanding any differences of opinion that may arise during the discussion and resolution of issues at board meetings;
18. Assign priority in making decisions to the educational welfare of all students

- attending system schools;
19. Make decisions with due regard for the School Fiscal Accountability Act and approve fiscally responsible operating budgets that are aligned with system goals and objectives;
 20. Abide by and respect all majority decisions of the board;
 21. Act on personnel recommendations in a timely manner;
 22. Respect the superintendent's role and functions as the board's chief executive officer and secretary to the board and his or her right to advise the board on matters presented to it for consideration;
 23. Respect the superintendent's responsibility for the day-to-day administration of the school system;
 24. In concert with the superintendent, regularly and systematically communicate board actions and decisions to students, staff, and the community;
 25. In concert with the superintendent, develop the vision and goals for the school system to address student needs, advance student performance, and effectively monitor the effective implementation of policies and programs;
 26. Assure that all board members have an opportunity to offer information and express opinions prior to board action on matters that are presented to it for consideration;
 27. Pursue available opportunities for training and development of leadership skills;
 28. To the extent appropriate and not otherwise addressed herein, observe policy-based and otherwise generally accepted standards of conduct that apply to educators (e.g., the Alabama Code of Educator Ethics) or board employees;
 29. Refrain from misrepresenting the position of the Board or any Board member on any matter before the Board for consideration or action.
 30. Refrain from using social media or communication platforms so as to call the Board's commitment to meeting and maintaining the foregoing commitments into question.

Dated this 25 day of September, 2018.

/s/Oscar S. Mann

Oscar Mann
Board President

Attest:

/s/Warren Craig Pouncey

Warren Craig Pouncey
Superintendent

Voting

Mr. Oscar Mann - President - Yes

Dr. Martha Bouyer - Vice-President - Yes

Ms. Jacqueline Smith - Board Member - Yes

Mr. Ronnie Dixon - Board Member - Yes

Mrs. Donna Pike - Board Member - Yes

VI. REPORTS OF COMMITTEES

Upon recommendation of the Superintendent, Mr. Dixon moved and Ms. Smith seconded a motion to approve the recommendations and reports and the other matters as presented by the finance committee.

Motion made by: Mr. Ronnie Dixon - Board Member

Motion seconded by: Ms. Jacqueline Smith - Board Member

Voting

Unanimously Approved

A. Board Advisory Committee for Finance - Members: Ronnie Dixon, Martha Bouyer, Oscar Mann and Sheila Jones

1. Recommendations and Reports - Ronnie Dixon

a. Recommendation: Bills & Payroll for August 2018 - Sheila Jones (A)

Recommendation is made to approve the bills and payroll for August 2018. All board and local school bank accounts for August will be reconciled as of September 19, 2018.

b. Recommendation: Pass-Through for Payment for ACCESS - (A)

Approval for JefCoEd to become the pass-through agency for payment of work performed for the Alabama State Department of Education's Alabama Connecting Classrooms Educators & Students Statewide (ACCESS) program in which JefCoEd/Shades Valley High School teacher Chris Shaw and Fultondale High School teacher Anna Firestone are serving. This will be recorded as a supplemental payment to Mr. Shaw and Mrs. Firestone.

2. Other Matters - Mr. Ronnie Dixon

a. Report: Financial Statement and Bank Reconciliation for August 2018 (I)

The Financial Statement and Bank Reconciliation for August 2018 is being presented for your review and information. The month of August 2018 ended with the General Fund being \$72,562,717.19, Special Revenues \$19,929,019.48, Debt Services \$2,685,052.96, Capital Projects \$226,750,842.88, and Fiduciary Trust \$1,214,563.64.

All board and local school bank accounts for August will be reconciled as of September 14, 2018.

b. Recommendation: Amend Part 200 - Uniform Guidance for Federal Programs (A)

Part 200 - Uniform Guidance for Federal Programs contains requirements that school boards must have written policies to document certain procedures that will be followed for federal program funds. The Board adopted these policies on August 25, 2016. The U.S. Department of Education and the U.S. Department of Agriculture have now amended Part 200 requirements to increase the simplified acquisition threshold from \$150,000 to \$250,000 and as a result the Board needs to amend the current policy to adopt the higher simplified acquisition threshold.

B. Board Advisory Committee for Operations - Members: Jacqueline Smith, Donna Pike, Oscar Mann and Craig Pouncey

Upon recommendation of the Superintendent, Ms. Smith moved and Mrs. Pike seconded a motion to approve the recommendations and reports and other matters as presented by the operations committee.

Motion made by: Ms. Jacqueline Smith - Board Member

Motion seconded by: Mrs. Donna Pike - Board Member

Voting

Unanimously Approved

1. Recommendations and Reports - Jacqueline Smith

a. Recommendation: Contract with BJCC for McAdory High School Graduation (A)

Approval of a contract with Birmingham Jefferson Civic Center Authority to provide facility space for the McAdory High School Graduation on May 23, 2019.

b. Recommendation: Contract with McWane Science Center for GHS Prom (A)

Approval of a contract with McWane Science Center to provide facility space for the Gardendale High School Prom on April 12, 2019.

c. Recommendation: Change of Work Schedule for Two Zone Nurses (A)

Approval of the work schedule for two (2) Zone Nurses, Kristen Hefner and Janice Childs to exchange the October 19, 2018 workday for October 8, 2018 for a medication training class. The total number of days will not be impacted.

d. Recommendation: Deletion of Fixed Assets/Supplemental Inventory (A)

Approval of the deletion of Fixed Assets or Supplemental Inventory at various schools and cafeterias.

2. Other Matters - Jacqueline Smith

a. Recommendation: Alabama Power Easement for Gardendale Area (A)

Approval of an Alabama easement for Alabama Power Company to put up lighting along Flippo Parkway and make this a tie line into the lights at Gardendale Elementary and will increase the reliability for the area.

b. Recommendation: Alabama Power Easement for Warrior Area (A)

Approval of an easement for the Alabama Power Company to replace and upgrade the powerline along Warrior Trafford Road in Warrior and will increase the reliability of the power system for the area.

c. Recommendation: Contracted Services Agreement for Jerry Woolen (A)

Approval of a Contracted Services Agreement for Jerry Woolen to provide DJ services for the Hueytown High School Prom on April 13, 2019.

d. Recommendation: Use of Facility Agreement for First Priority (A)

Approval of two Use of Facility agreements with First Priority to use Fultondale Elementary, Adamsville Elementary, Gardendale Elementary, Oak Grove Elementary and Lipscomb Elementary School from September 2018 until May 2019. This organization will meet for 30 minutes before school once a week.

e. Recommendation: Agreement with Limestone Springs Golf Course (A)

Approval of an agreement with Limestone Springs for the Burkett Center's annual golf tournament.

f. Recommendation: Rescind the sale of two surplus buses to John Carroll High School (A)

Approval to rescind the sale of two surplus buses to John Carroll High School that was board approved on September 11, 2018. The reason this was rescinded is that government entities cannot sell directly to private schools.

g. Recommendation: Agreement with JCCEO Headstart Program (A)

An agreement with the Jefferson County Committee for Economic Opportunity (JCCEO) Headstart Program approving the Jefferson County Board of Education to provide meals to the children at Lipscomb Elementary who are in the Headstart Program from October 1, 2018 - September 30, 2019.

h. Recommendation: Personnel Actions (A)

Approval of Certified and Classified Personnel Actions for 9-25-2018.

i. Recommendation: Salary Supplements (A)

Approval of Salary Supplements for 9-25-2018.

- j. Recommendation: Contracted Services Agreement for Steve Sills (A)
Approval of a Contracted Services Agreement for Steve Sills to provide DJ Services for the Corner High School Homecoming Dance on September 21, 2018.
- k. Recommendation: Contracted Services Agreement for Apex Cheer (A)
Approval of a Contracted Services Agreement with Apex Cheer/Ricia Thomas to provide a cheer and stunt clinic at Irondale Middle School on October 2-3, 2018.
- l. Recommendation: Contract with Iron City for Shades Valley High Prom (A)
Approval of a contract with Iron City to provide facility space and catering for the Shades Valley High School Prom on Friday, April 12, 2019.
- m. Recommendation: Contract with McWane Science Center for SVHS Winter Formal (A)
Approval of an agreement with McWane Science Center to provide facility space for the Shades Valley High School Senior Winter Formal on December 15, 2018.

C. Board Advisory Committee for Teaching and Learning - Members: Martha Bouyer, Jacqueline Smith, Oscar Mann and Shelley Vail-Smith

Upon recommendation of the Superintendent, Dr. Bouyer moved and Mr. Dixon seconded a motion to approve the recommendations and reports, other matters, and late submissions as presented by the teaching and learning committee.

Motion made by: Dr. Martha Bouyer - Vice-President

Motion seconded by: Mr. Ronnie Dixon - Board Member

Voting

Unanimously Approved

- 1. Recommendations and Reports - Martha Bouyer
 - a. Recommendation: Contract with Taylor Publishing Company dba Balfour for McAdory High (A)
Approval of the Contract with Taylor Publishing Company dba Balfour to provide yearbook services for McAdory High School for the 2018-2019 school year.
 - b. Recommendation: Contracted Services Agreement with James Lebo for Shades Valley High (A)

Approval of the Contracted Services Agreement with James Lebo to provide costume services for the Shades Valley High School Theatre Academy as needed through June 1, 2019.

- c. Recommendation: One Day Contract with Landmark Tour and Travel for North Highland Elementary (A)

Approval of the One Day Contract with Landmark Tour & Travel, LLC to provide transportation for a RoadScholar field trip to Montgomery, Alabama on May 9, 2019, for students at North Highland Elementary School.

- d. Recommendation: Agreement with FranklinCovey Client Sales, Inc. for North Highland Elementary (A)

Approval of the Agreement with FranklinCovey Client Sales, Inc. to provide the Align and Engage Package for North Highland Elementary School on October 26, 2018.

- e. Recommendation: Memorandum of Agreement with UAB School of Health Professions/Department of Physical Therapy (A)

Approval of the Memorandum of Agreement with The University of Alabama at Birmingham School of Health Professions/Department of Physical Therapy to provide physical therapy services needed during the 2018-2019 school year (effective November 1, 2018 to October 31, 2019).

- f. Recommendation: On-Site Services Agreement with FranklinCovey Client Sales, Inc. for Clay Elementary (A)

Approval of the On-Site Services Agreement with FranklinCovey Client Sales, Inc. to provide the Aligning Academics portion of The Leader in Me program at Clay Elementary School on January 3, 2019.

- g. Recommendation: Contracted Services Agreements with Daniel Vickery and Michael Paulin (A)

Approval of the Contracted Services Agreements with Daniel Vickery and Michael Paulin to provide technical/lighting services for the Shades Valley High School Theatre Academy as needed through May 2019.

- h. Recommendation: Contract with Taylor Publishing Company dba Balfour for Clay Elementary (A)

Approval of the Contract with Taylor Publishing Company dba Balfour to provide yearbook services for Clay Elementary School for the 2018-2019 school year.

- i. Recommendation: Publication Agreement with Memory Book Company for Kermit Johnson Elementary (A)

Approval of the Publication Agreement with Memory Book Company to provide yearbook services for Kermit Johnson Elementary School for the 2018-2019 school year.

- j. Recommendation: Out-of-State/Overnight Field Trips (A)

Approval of the Out-of-State/Overnight Field Trips.

- k. Recommendation: Contract with Taylor Publishing Company for Jefferson County International Baccalaureate (A)

Approval of the Contract with Taylor Publishing Company dba Balfour to provide yearbook services for the Jefferson County International Baccalaureate School for the 2018-2019 school year.

2. Other Matters - Martha Bouyer

- a. Recommendation: Contracted Services Agreement with Music Opportunity Program for Arts Ed (A)

Approval of the Contracted Services Agreement with the Music Opportunity Program to provide string and instrumental music instruction for select schools during the 2018-2019 school year.

- b. Recommendation: Exceptional Education Transportation Contract with Tameka Holmes (A)

Approval of the Exceptional Education Transportation Contract with Tameka Holmes to provide transportation for a student from August 9, 2018 through May 23, 2019 at the rate \$.545 per mile, the total mileage of 14.0 miles for morning and afternoon pickup on the days of attendance.

- c. Recommendation: Play Agreement with Samuel French for McAdory High School (A)

Approval of the Play Agreement with Samuel French for amateur production of the play, "Eurydice," for McAdory High School on October 18-20, 2018.

- d. Recommendation: Professional Development Agreement with Brainspring (A)

Approval of the Professional Development Agreement with Brainspring to provide Phonics First¹/₂ Professional Development with complete kits for teachers, interventionists, and instructional reading coaches on October 24-26, 2018.

- e. Recommendation: Out-of-State/Overnight Field Trips (A)
Approval of the Out-of-State/Overnight Field Trips.
- f. Recommendation: Resolution to Proclaim October 2018 Dyslexia Awareness Month (A)
Approval of the Resolution to Proclaim October 2018 as Dyslexia Awareness Month in Jefferson County Schools.
- g. Recommendation: One Day Contract with Landmark Tour & Travel, LLC for Bragg Middle School - (A)
Approval of the One Day Contract with Landmark Tour & Travel, LLC to provide transportation for a RoadScholar field trip to Montgomery, Alabama on November 2, 2018, for students at Bragg Middle School.

3. Late Submissions

- a. Recommendation: 2018-2019 Memorandum of Understanding with College Prep Alabama for Minor Middle (A)
Approval of the 2018-2019 Memorandum of Understanding with College Prep Alabama, LLC to provide services for the development, implementation and evaluation of Math and Reading intervention at Minor Middle School from October 1, 2018 until January 19, 2019.
- b. Recommendation: Exceptional Education Transportation Contract with Sophia Bradberry (A)
Approval of the Exceptional Education Transportation Contract with Sophia Bradberry to provide transportation for a student from September 12, 2018 through May 23, 2019 at the rate of \$.545 per mile, the total mileage of 20.3 miles for morning and afternoon pickup on the days of attendance.

VII. OTHER MATTERS - Oscar Mann

Dr. Pouncey asked the Board Members to consider changing the November committee meeting from November 6, 2018 (Election Day) to Thursday, November 8, 2018.

Dr. Pouncey also mentioned in October we will have a series of community meeting sponsored by the DOJ and the NAACP Legal Defense.

Community Meetings Stout v. Jefferson County Board of Education

The Jefferson County School District has long been a part of a school desegregation case, Stout v. Jefferson County Board of Education. The federal court supervising the case has ordered the Parties to the case (the Jefferson County Board of Education, the U.S. Department of Justice, and the NAACP Legal Defense and

Educational Fund) to review the District's operations to decide what steps the District needs to take before the court will grant the District Unitary Status and end the case.

Date, Location, Time, Feeder Pattern(s)

October 9, 2018 Fultondale Elem 6:00 p.m. – 7:30 p.m. Fultondale, Gardendale, Minor

October 10, 2018 Clay-Chalkville Middle 6:00 p.m. – 7:30 p.m. Clay-Chalkville

October 11, 2018 Pinson Valley High 6:00 p.m. – 7:30 p.m. Center Point, Pinson Valley

October 22, 2018 Hueytown High 6:00 p.m. – 7:30 p.m. Hueytown, Pleasant Grove, Oak Grove

October 23, 2018 Mortimer Jordan High 6:00 p.m. – 7:30 p.m. Corner, Mortimer Jordan

October 24, 2018 Shades Valley High 6:00 p.m. – 7:30 p.m. Shades Valley, IB Middle/High

October 25, 2018 McAdory High 6:00 p.m. – 7:30 p.m. McAdory

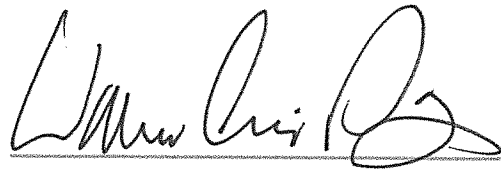
Dr. Pouncey said these meetings will allow for these groups to interact with Jefferson County parents.

ADJOURNMENT - Oscar Mann

Being no further business, Mr. Mann adjourned the meeting at 11:35 a.m. The next regular scheduled board meeting will be held on October 25, 2018.



Chairperson



Secretary