

<i>Date</i>	<i>Kind of Meeting</i>	<i>Where Held</i>
November 16, 2009	Regular	Dothan City Board of Education, Teachers' Center, 500 Dusy Street

<i>Presiding Officer</i>	<i>Members Present</i>	<i>Members Absent</i>
Dr. Harry Wayne Parrish, Chairman	Mrs. Brenda Guilford, District 1 Mr. Franklin Jones, District 2 Mr. Charles Woodall, District 3 Mr. Jimmy Addison, District 4 Mr. Ben Armstrong, District 5 Mr. Chris Maddox, Vice-Chairman, District 6	

Dr. Harry Wayne Parrish called the meeting to order at 5:00 p.m.

Mr. Franklin Jones led in prayer.

Dr. Harry Wayne Parrish led the Pledge of Allegiance.

Mr. Chris Maddox gave the School System News as follows:

1. Mr. Todd Weeks, Principal, Grandview Elementary School reports that the Adult Department of Wallace Community College is partnering with Grandview Elementary School to offer GED Online classes to prepare parents of our elementary students to get their GED. Instruction will be computer-based and will be held in the K-2 Computer Lab.
2. Mrs. Peggy Maddox, Principal, Heard Magnet School reports that Heard Magnet School students are campaigning for student government offices for the 2009-2010 school year. Posters are decorating the halls and speeches will be delivered on November 18<sup>th</sup>.
3. Dr. Betty Armstrong, Principal, Hidden Lake Elementary School reports that Mrs. Ellen Nichols, 5<sup>th</sup> grade teacher, received the Golden Apple Award.
4. Mrs. Glenda Sanders, Principal, Girard Elementary School reports that LinC students participated in the Alabama State-wide Math Competition on October 17<sup>th</sup> in Birmingham. In the Large Group Competition we had 3 state winners from the fifth grade: Isaac Smith, RaShawn Fleming and Robert Cooper and 4th grader, Matthew Powell, placed in the top 15.

Delegation(s): Dr. Parrish introduced Senator Harri Anne Smith. Senator Smith and Sharon Cole made a presentation from the State Senate Office of a plaque honoring Mrs. Margaret Johnson, past school Board member, and thanked her for all her years of service. Senator Smith continued by thanking the Board for what the system is doing and she looks forward to being a part of it. Charm Russler and Jenell Neal also made a presentation thanking Mrs. Johnson for her hard work, dedication, being a voice of reason and a friend of teachers, support personnel and education. Mrs. Margaret Johnson thanked everyone for the presentation, she came to the Board by default because her husband was supposed to have served and he passed away. They asked me if I would serve in his place and I stayed for 15½ years. She stated she resigned in 2008 to work with the FACES Project and thanked Mr. Jones for serving her term out. Mrs. Johnson further stated it has been a joy working with Dothan City Schools, we made a lot of decisions, had a lot of controversy, heart ache and headaches but it is worth it when you see the children progressing and doing well.

Dr. Sam Nichols recognized Mr. Willie Brown, Principal at Landmark Elementary School, who was named the Administrator of the Year for the Alabama Reading Association. Mr. Brown stated my job is easy, I have done it for 40 years, and I love coming to work every day. At Landmark Elementary it is all about the children not myself, the faculty or the staff, it is all about what we do for the children. We tell the children every day that reading is power, if you can read you can do anything, go any place and be anything you want to be. There are two sets of rules at Landmark, when you walk on that campus you know what the rules are, you will follow the rules and every free minute you have you will read a book.

Mrs. Brenda Guilford made a motion seconded by Mr. Jimmy Addison to approve the Agenda and proposed modifications as presented and as recommended by the Superintendent. The motion carried unanimously. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Maddox, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None.

Dr. Parrish introduced Mrs. Guilford to give the Board an update on the School Board Academy and stated she was appointed to the AASB Advisory Committee. Mrs. Guilford stated I have been appointed to the Advisory Committee and one of the responsibilities I have is to keep our Board updated on the Academy and also push building the Academy. At the current time the Academy has 86% active members and 14% we are trying to get to become active in the Academy. Part of my job is to let everybody know how important it is to receive the training from the Academy. Our committee met in September and as a result of the meeting I have given each Board Member some possible clinic topics to review and give me feedback to take back to the committee. In December we have the new Board Member orientation, Laurie has been on top of things, we always stay in the hotel in which the convention is held because she goes ahead and makes the reservations and then we tell her whether or not we plan to attend so we are

very fortunate not to have to travel back and forth therefore we are saving money. Another way we want to save money is by bringing some of the training here, there is some free training and she has agreed to come here if the Board wants it to save money. We also have a clinic session in December regarding going paperless. Dr. Parrish stated we need to be updated just like the teachers do.

Mr. Charles Woodall made a motion seconded by Mr. Franklin Jones to approve the Consent Agenda with the exception of Item 3.7 as presented and as recommended by the Superintendent. The motion carried unanimously. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Maddox, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None.

Minute(s): October 5, 2009–Special Board Meeting and October 19, 2009-Regular Board Meeting-TA5, G21  
Monthly Financial Reports and Accounts Payable/Payroll -TA4, G14 (See Attachment "A")  
Child Nutrition Program: Monthly Financial Report and Monthly Menu – TA4, G14  
Project Updates - TA4, G14  
Donation(s) – TA4, G14  
Bids: VCT Tile for Dothan High School – TA4, G14  
Approval to Change Banks – Faine Elementary School – TA4, G14

Discussion was held. Mr. Woodall stated he had only been on the Board for a little over a month and in Dr. Nichols' contract there is a provision for evaluations and I would like to see those evaluations. I have been coming to Board meetings on and off for two or three years and maybe there has not been an evaluation done in a couple of years so I would like to see what we need to do about getting back on track and doing an evaluation on an annual basis. Dr. Nichols stated this is the year for the evaluation it is on a three year cycle. The evaluation is due this year to the Board in May or June. What the Board would have to do is approve the evaluator and that needs to be done at the next Board meeting. In the contract it states it will be done through PEPE using a State approved evaluator and what I will do is bring you the resumes of those individuals to you and the Board decides which evaluator. Mr. Maddox asked what had been done in the past, have you submitted the resumes. Dr. Nichols stated the last time the evaluation was done surveys were done and the evaluation was submitted to the Board by the State Evaluator. Mr. Addison stated the State Evaluator brings forms for us to complete on Dr. Nichols and it is also done with Principals and Central Office staff, they tell us the evaluations and it is a pretty long process. Mr. Woodall stated I am sure it costs money, what will that cost. Dr. Nichols stated it is under a \$1,000 and we are paying for his time and travel. The last time the evaluator was from Montgomery. Mr. Woodall stated it is on a three year cycle and it might just be a clerical issue but it talks about the evaluation and it talks about this annual evaluation plan. Dr. Nichols stated you do professional development in the interim you do a PD Plan. Mr. Woodall asked if it was submitted as a part of that. Dr. Nichols stated yes and then on the three year cycle you do the full evaluation. Mr. Woodall stated so I understand every three years there is an evaluation and the other two years. Dr. Nichols stated there is a professional development plan. Mr. Woodall stated so those have been done every year up until. Dr. Nichols stated yes. Mrs. Charles Woodall stated just to catch up on where things are I would like to see those evaluations. Mr. Maddox stated to clarify for the general public's knowledge the proposed contract is a two year extension without any changes at all, is that correct Mr. Chairman? Dr. Parrish stated that is what I understand, it is exactly like it was, it is an extension. Mr. Maddox stated the money is the same. Mr. Jere Segrest stated no increase in salary. Mr. Maddox stated it is just a two year extension from where we have been. Mr. Woodall asked is that what we are voting on tonight as to whether to approve the extension because I would like to see a copy of that since we all have to sign it. I know I have one but does everybody else have one? Dr. Parrish stated I do not know how everybody else feels about it. Do we want to go ahead and vote? Mr. Armstrong stated the only other thing I want to bring up is not this extension but looking at the contract as a whole and as far as the next extension. It says by mutual agreement but there is no date for when that needs to be submitted whether it is by the Board or the present Superintendent. I am not trying to get you to retire Dr. Nichols but at some point I think we might want to look at adding a time in there for that whether it is by us or by you that we get some notice because at that point we are going to have a need to fill a spot. Here we are, November, and we are looking at January and we do not want to be there at your ultimate retirement date with two months to fill a Superintendent's role. Do we need to put six months or some time frame? Dr. Nichols stated I do not have a problem with that I am agreeable to it. Dr. Parrish stated six months notice basically is what you are saying. Mr. Armstrong stated I just threw it out there as a benchmark. Somebody else might have a different opinion but that is my only concern. I am like Charles I am new to the Board and this is here for us to deal with now. If we were trying to fill this role and Dr. Nichols did not bring this up for renewal then where would we be trying to fill a Superintendent's spot? Dr. Parrish stated I think that would be reasonable. Dr. Nichols agreed. Mr. Jere Segrest stated we can draft that. Dr. Parrish stated the only thing that bothers me with this is I would like to do it tonight if everybody is in agreement with it because the full evaluation will not come until May or we could table it until December. Are you talking about the past evaluations? Mr. Woodall stated yes and if we are going to add this language that Ben is talking about which I think we should too. I want to look at something in front of me final; this is what you are going to sign before I vote on it. Being in real estate if we do not get that contract right it creates nothing but a mess. I want to be able to see it and look at it and be able to say okay that looks good let me vote on that before I vote on it. Mrs. Guilford asked are we saying that we are just going to add the part about him giving us six months notice. Is that the only part that is going to be added? Dr. Parrish stated as far as I know if that is the agreement of everybody here yes. Mrs. Guilford stated we had done that before and it is on record that we add that part. Dr. Parrish asked do we table it until December is that everybody's agreement or do you want to see it. Mr. Woodall stated what Mrs. Guilford says it is in the record now and that is what it is going to be, I do not have a problem with that. Dr. Parrish asked do we want to have a vote now to renew his contract for two years. Mr. Maddox stated Mr. Segrest you can get that

provision added in without any trouble right? Mr. Jere Segrest stated to be sure and put that in the motion to approve Item 3.7 with six months notice of retirement to be given by the Superintendent that is all you have to say.

Mr. Jimmy Addison made a motion seconded by Mr. Chris Maddox to approve Item 3.7 of the Consent Agenda with the addition of the six (6) month retirement notice into the contract.

Discussion continued. Mr. Armstrong asked do we want to limit it just to retirement or do we just want to call it renewal of the contract. That is the lawyer coming out in me and I may be getting too technical. I was thinking broad based we may just want any renewal of the contract. Dr. Parrish stated I think that would be better too and that is what Dr. Nichols is happy with listening to him.

Mr. Jimmy Addison rescinded his motion.

Mr. Jimmy Addison made a motion seconded by Mr. Franklin Jones to approve Item 3.7 of the Consent Agenda with renewal of the contract to be six (6) months notice in advance. The motion carried unanimously. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Maddox, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None.

Dr. Dell Goodwin presented the Personnel Agenda stating with the ARRA (American Recovery Reinvestment Act) money we have a total of \$61,363.63, these are positions that will be filled out of the ARA money starting tomorrow through the end of the year. Discussion was held regarding the ARRA money being one-time, they are hired beginning tomorrow through the end of the year only, it was advertised that way and they were told. Mr. Manuel stated it was a one-time allocation with two years to spend it. The primary focus of those funds is to keep and retain jobs so we are spending it on people. Discussion continued regarding the tutorial assistants, the job descriptions, \$61,000 could save one teacher's job at the end of the year, you cannot take money that you would normally spend out of the general fund it would be supplanting, and spending it based on the needs at each school. Discussion continued regarding whether or not the tutorial assistants are eligible for tenure and benefits, they are hired for less than 20 hours a week, these are non-benefitted positions, support employees are probationary or non-probationary and 36 months and it does not have to be consecutive, certified employees are tenured and non-tenured, the hiring freeze only applies to positions that are funded out of the general fund monies, federal monies have to be spent and there is a limit on carryover, and the money needs to be spent. Mr. Manuel stated if we can legitimately move positions around and save them we will try to do that. Dr. Parrish stated the bottom line is if you do not spend it you can lose it. Mr. Manuel stated that is possible.

Mr. Chris Maddox made a motion seconded by Mr. Franklin Jones to approve the Personnel Agenda as presented and as recommended by the Superintendent. The motion carried unanimously. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Maddox, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None. (See Attachment "B")

Dr. Sam Nichols, Superintendent Recommendations:

1. Mr. Ted Hall reviewed the Magnet School Procedures for the 2010-2011 School Year stating there is a creation of a fifth priority group which will allow students who do not currently live in the Dothan City limits to apply for a magnet school position. By placing them in a fifth priority group, which is the lowest priority, it means that they will not take any slots away from any students who live in the city limits of Dothan but in effect if there is somebody that lives out of town who will be moving to Dothan in the near future wants to apply they will be able to but they will only get a place in the magnet school if all the requests inside the city limits have been filled and we still have openings. It will not bump any Dothan resident's child out of the magnet school seat. That is the only significant change in the procedure. Discussion was held placements, registration deadline, applications are taken from February to October, priority groups, and elementary schools are by lottery.

Mr. Franklin Jones made a motion seconded by Mr. Jimmy Addison to approve the Magnet School Procedures for the 2010-2011 School Year as presented and as recommended by the Superintendent. The motion carried unanimously. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Maddox, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None. (See Attachment "C")

2. Mrs. Jerryneta Evans gave an orientation to the Board on the PreSchool/Head Start Procedures that was included in the Board packet, some items need to be presented to the Board for approval, the Board Chairman is responsible for signing the grant application, the next grant application will be in June and due by June 30<sup>th</sup>, and the Board Chairman will also receive a copy of financial awards. Ms. Evans thanked the Board and School System, it is their 30<sup>th</sup> year of providing Head Start/Preschool Services in Dothan City Schools and we would not have been able to do that without the support of the School System and the Board. At this time we provide services to 360 children in Dothan and through our partnership with Houston County. We also have a Federal review coming up at the first of December and there may be questions for the Board I will have to wait until I am instructed on what they may ask. Dr. Parrish stated Head Start is through a grant, it is wonderful, we appreciate what you do and you do a tremendous job.
3. Dr. Nichols reminded the Board about the Educational Summit scheduled tomorrow afternoon at 5 p.m. at First United Methodist Church, you as Board Members will be proud of what we have been able to

accomplish and how we have been able to partner with so many different stakeholders in this community. The Dothan Education Foundation, Wiregrass Foundation, City of Dothan, YES WE CAN initiative, everybody has worked extremely hard to create the reforms that have been implemented in the school system to get us to this point. The journey has just begun and there is so much yet to be done to create a school system that is not only recognized by this State as being outstanding but recognized in the Nation as being an outstanding school system. It is easy to be a good school system but it takes great effort on everybody's part to be a great school system and that is what we all share. It goes back to the motto of YES WE CAN, Better Schools Better Dothan. At your chairs you were given a booklet from SREB, this will give you a better understanding of how we are applying best practices in our schools and how by doing that we are going to bring about the positive changes we want to see happen in student achievements. Also, without the support of the Wiregrass Foundation through grants and through the million dollars and additional dollars that the City of Dothan has allocated to the school system this initiative and many others have been made possible. Tomorrow you will hear from many stakeholders in the community and students, and Dr. Steve Broome with SREB. Dr. Parrish commended Dr. Nichols, the Principals and the former Board for all they have done. Dothan City Schools is on the upswing. Also, I appreciate Jim Cook for the article he wrote the last day because he did Mr. Brown like he should have done and Dr. Nichols, people need to recognize that and make it a positive thing.

4. Mr. Mike Manuel gave a Budget Update reviewing the General Fund Balance Comparison, Local Revenue Comparison, General Fund Revenues FY 2007, FY 2008 and FY 2009, Analysis of General Fund Expenditures FY 2007, FY 2008 and FY 2009 and General Fund Recap. (See Attachment "D")
5. Mr. Mike Manuel presented the fourth option previously presented for the Proration Budget Reduction Plan as the Superintendent's recommendation and his recommendation. (See Attachment "E") Discussion was held regarding substitutes should not be used for example a Media Specialist, whether it would be left at the Principal's discretion and all will need to pull together to make it work. Dr. Nichols stated we will try to minimize any class covering but there are some times when you have an opportunity if you have a small P.E. class that can be covered by another teacher. There are certain areas certainly that we can cut back on substitutes but that would be the mandate that we do that but if there are critical needs then Principals are at liberty to call and if I feel like I could make an exception if it is absolutely necessary. Mr. Maddox asked if this was the same proposal made at the last Board meeting for our consideration and we did not vote on it last time, it was given to us for us to look at and this is the first opportunity we have had to vote and do any of these reductions. Mr. Jones addressed Mr. Manuel and Dr. Nichols stating I know this took effort and we are not losing jobs for another year and that is important. Dr. Nichols stated this is the recommendation that was presented.

Mr. Jimmy Addison made a motion seconded by Mr. Chris Maddox to approve the Proration Budget Reduction Plan as presented and as recommended by the Superintendent. The motion carried unanimously. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Maddox, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None. (See Attachment "E")

6. Mrs. Allyson Morgan gave an update on H1N1, as discussed with the Principals this morning we are strictly following the guidelines from the Alabama Department of Health on these vaccinations, the issue that changed was our area did not get the number of injection vaccinations we thought we would so we have a nasal mist coming, it is recommended for people under the age of 9 so on November 30<sup>th</sup> we are going to start a vaccination process in our elementary schools for PreK through 9 years old, the information packet for parents went home today and I will give you one, it has an information sheet, enrollment and consent form. We will run this the week of November 30<sup>th</sup>, parents can come, we have a form to complete and send home if we were unable to give it to a student, open clinics at parks, mall and pediatrician clinics. With the nasal mist there are several with known conditions that should not be vaccinated. There are precautions in case there is a reaction. Each site will have Alabama Department of Health nurses to deliver the mist, we will have a school staff person at each site, students are directed in one door, and personnel will double check permission given. Discussion was held.

#### NEW BUSINESS

Dr. Harry Wayne Parrish acknowledged the YES WE CAN Delegation.

Mr. Jere Segrest stated I would like to have an Executive Session for the purpose of discussing a matter that might imminently be litigated if the Board pursues a course of action and this would be under the litigation section.

Mr. Chris Maddox made a motion seconded by Mr. Jimmy Addison to adjourn into Executive Session for potential litigation as recommended by the Superintendent. The motion carried unanimously. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Maddox, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None.

Mr. Chris Maddox left the meeting.

Mrs. Brenda Guilford made a motion seconded by Mr. Ben Armstrong to reconvene into Regular Session as recommended by the Superintendent. The motion carried. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None.

Dr. Parrish announced the Board would meet on Monday, December 21<sup>st</sup> in the Teachers' Center and the next one on January 25<sup>th</sup>. Discussion was held regarding Board meeting dates, the Board normally meets on the third Monday of the month but there are adjustments made due to holidays.

Mr. Franklin Jones made a motion seconded by Mr. Charles Woodall to adjourn. The motion carried. Voting was as follows: "YEA" – Jones, Guilford, Woodall, Parrish, Addison, Armstrong. "NAY" – None. "ABSTAIN" – None.

The meeting adjourned at 6:27 p.m.

APPROVED: December 21, 2009

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Dr. Harry Wayne Parrish, Chairman

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Sam Nichols, Superintendent, Secretary