

MUSCOGEE COUNTY SCHOOL DISTRICT
COLUMBUS, GEORGIA
MONDAY, OCTOBER 15, 2001, 6:30 P.M.

MINUTES

The regular meeting of the Board of Education of the Muscogee County School District was held on Monday, October 15, 2001, 6:30 p.m. in the conference room at the Bradley Library.

The following members were present: Mary Sue Polleys, Chairman, James Walker, Vice Chairman, David E. Ebron, Philip T. Schley, Linda Parker, Fife Whiteside, John Wells, Brenda Storey, and Owen Ditchfield.

Others present: Guy W. Sims, Superintendent of Education, James E. Humes, II, Legal Counsel, Fred M. Jones, Treasurer, Brenda Dozier, Assistant Superintendent for Student Services, Shirley Jaegar, Assistant Superintendent for Personnel, Myles Caggins, Assistant Superintendent for Business Affairs, Billy Kendall, Administrative Assistant, Bill Hortman, Associate Superintendent, Gordon Stallings, Assistant Superintendent for Instruction, and representatives from the media.

Dr. Polleys called the meeting to order with an invocation and pledge of allegiance to the flag led by students from Georgetown Elementary School. The Blanchard Elementary Chorus with Eric Jones directing performed patriotic songs for the Board. The Board recognized Mr. Walker for being elected as GSBA District 3 Director. Dr. Polleys recognized visitors in the audience, Mr. and Mrs. Halouska, Mrs. Annie Askew and others representing PTA's. The Board recognized Reese Road Elementary, Arnold Middle, Columbus High, Double Churches Elementary and Edgewood Elementary Schools for being awarded Pay for Performance grants. The Board also recognized the School Nutrition Program for being awarded from the U.S. Department of Agriculture recognition for best practices in all areas of the school nutrition program. Dr. Polleys recognized Mr. John McEachern on the public forum. Mr. McEachern was not present. Dr. Polleys recognized Mr. Jerrette Lee, President of the PTA at Britt David Elementary.

Upon motion of Mr. Walker, seconded by Mrs. Storey, the Board unanimously approved official actions taken at the regular Board of Education meeting held on September 17, 2001.

Mr. Humes commented that the Board has conducted the Superintendent's evaluation and asked that the Board take action on the contract setting forth salary figures and setting forth the terms of the contract. Mr. Humes said that it is procedure to do this vote in open session. Dr. Polleys called for a vote and comments on Superintendent Sims contract. Upon motion of Mr. Whiteside, seconded by Mrs. Storey the Board voted unanimously to extend Superintendent Sims' contract and directs the Chairman to execute the contract.

Dr. Polleys asked that the Board take action first on Library items because of guests being present that are involved. Dr. Polleys called on Mr. Ebron.

Upon motion of Mr. Ebron, seconded by Mrs. Storey, the Board unanimously approved the closing of the Twelfth Street Branch of the Library because of limited use and a budget gap. Mr. Wells noted that a collection will still be maintained at the Ralston.

Dr. Polleys asked that the Board go to the item related to the budget of the library and called on Mr. Wells to comment.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously approved a transfer of \$207,495.00 from the Budgeted Reserve to the library transfer account to support current services and to go to the 1.5 mills that is budgeted for the library.

Upon motion of Mr. Ebron, seconded by Mr. Ditchfield, the Board unanimously approved the amendment to the joint resolution related to the inter-governmental agreement for the acquisition, construction, and equipping of a county library to be operated by the Muscogee County School District. This will allow the new Library Board to assume the control and oversight of the construction and equipping of the Library Project.

Upon motion of Mr. Ebron, seconded by Dr. Schley, the Board unanimously approved an amended resolution establishing the new library board. The amendment increases the membership to 26 with five ex-officio members from the school district allowing the Library Board to assume the Project Development Committee's responsibilities for the new library. The Board agreed with other changes that were included in the amended resolution such as requirements under the open meetings law, the library budget being subject to audits as other departments and the millage rate. A copy of said resolution is appended to these minutes. (Appendix A)

Upon motion of Mr. Ebron, seconded by Dr. Schley, the Board unanimously approved a 26-member semi-autonomous library board with five non-voting, ex officio members. The board will engage with the Muscogee County School District in the operation and management of the Muscogee County Public Library System and serve on behalf of the School District on the Chattahoochee Valley Regional Library System. The Board and Mr. Sims thanked the members for their willingness to serve. Mr. Sims said this is a historic moment and he will have a reception soon and invite the members and the public.

Dr. Polleys called on Mrs. Parker for the Personnel/Policy items.

Upon motion of Mrs. Parker, seconded by Mr. Ditchfield, the Board unanimously approved an interim assistant principal position at Columbus High School. Mr. Larry Lipscomb, the current Assistant Principal is in the military reserves and has been deployed to serve.

Upon motion of Mrs. Parker, seconded by Mr. Wells, the Board unanimously approved the revision of policy IFCB as it relates to Field Trips and Excursions.

Upon motion of Mrs. Parker, seconded by Mr. Ebron, the Board unanimously approved the revision of policy JR as it relates to Student Records. This revision will authorize the Muscogee County School District to include the Armed Services as a recipient of personally identifiable information from the education records of a student. Mr. Humes asked the Board to include in the revision for item 12 the following statement, "Student directory information shall be provided by each school upon request, to persons or groups which make students aware of occupational or educational options, and, as well, on the same basis to official recruiting representatives of the military forces of the State and the United States for the purpose of informing students of educational and career opportunities available in the military. O.C.G.A. §20-2-312(a)"

Upon motion of Mrs. Parker, seconded by Mr. Walker, the Board unanimously approved the distribution of student record directory information to the Armed Forces Recruiters after assurances are in place to secure the confidentiality of the material.

Upon motion of Mrs. Storey, seconded by Mr. Walker, the Board unanimously approved the continuance of the PERK Program at Reese Road Elementary offering physical education for grades K-5.

Upon motion of Mrs. Storey, seconded by Mr. Ditchfield, the Board unanimously approved a survey to be conducted by the Youth Advisory Council in the middle and high schools.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously approved the final report from the Senate Study Committee on School Transportation, Nutrition and Support Personnel and recommends that the Board support and influence legislation resulting from the study.

Upon motion of Mr. Wells, seconded by Mrs. Storey, the Board unanimously approved a budget adjustment for rock excavation allowance at the north site property, change order no. 13 in the amount of \$122,851.40 for rock excavation at the north site property; change order no. 14 in the amount of \$34,317.90 for rock excavation at the north site property; change order no. 15 in the amount of \$9,688.90 and change order no. 16 in the amount of \$128,474.00.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously approved change order no. 2 in the amount of \$18,497.59 for construction at Northside High School.

Upon motion of Mr. Wells, seconded by Mrs. Storey, the Board unanimously approved change order no. 4 in the amount of \$20,206.78 for construction at Blanchard Elementary School.

Upon motion of Mr. Wells, seconded by Mr. Ditchfield, the Board unanimously approved change order no. 3 in the amount of \$11,299.60 for construction at Double Churches Elementary School Phase II Project.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously approved change order no. 2 in the amount of \$64,154.45 for construction at South Columbus Elementary School.

Upon motion of Mr. Wells, seconded by Mr. Ebron, the Board unanimously approved a plaque to be placed at the new Fox Elementary School prior to the dedication of the facility.

Upon motion of Mr. Wells, seconded by Mr. Ebron, the Board unanimously approved the erection of an observation pavilion on the North Site Property in order to preserve a panoramic view of the site and dedicate such to the citizens of Columbus in recognition of their observance of excellence in education for the children here in Muscogee County.

Upon motion of Mr. Wells, seconded by Mr. Ditchfield, the Board unanimously approved a confirmation purchase order in the amount of \$27,989.00 to Columbus Cabinet Company for shelving units in the media center at Marshall Middle School.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously approved a confirmation purchase order in the amount of \$18,595.00 to Columbus Roofing, Inc., for roof repairs at Muscogee Elementary School.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously approved for the administration to deposit \$54,752.90 of unidentifiable proceeds from unprocessed sales and use tax funds being distributed by the Georgia Department of Revenue.

Upon motion of Mr. Wells, seconded by Mr. Ditchfield, the Board approved the sale of approximately 1.5 acres at the North Site to the Columbus Consolidated Government for \$11,000 in value to build a fire station. Mr. Wells commented that in addition to the \$11,000 in value, the School District will also receive some amenities at the north site property. Mr. Humes asked that the Board include a resolution declaring that this 1.5 acres is not needed for school purposes. Mr. Wells included this in his motion. The vote was (6) affirming and (3) opposing, Polleys, Storey and Whiteside.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously approved the Comprehensive Annual Financial Report for the year ending June 30, 2001, and six-year trend information. The report includes financial activities of the school district as cited for the fiscal year.

Mr. Wells asked the Administration to remove item C (Tobacco Use Prevention Grant) from the Consent Agenda and get a RFP for that item and bring it back to the Board at a later date.

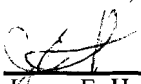
Upon motion of Mr. Wells, seconded by Mrs. Storey, the Board unanimously approved the following consent agenda items:

- Personnel Report (Appendix B).
- Special Education Budgets.
- Contract awarded to various vendors for food and supplies in School Nutrition Program.
- Georgia Instructional Extension Plan.
- New budget Pay for Performance Awards, \$480,000.00.
- New budget elementary schools magnet programs, \$500,000.00 for St. Mary's, Hannan, Downtown, Dimon, and Britt David.
- New budget English/Literacy/Civics Education renewal Grant, \$30,000.00.
- New budget Local Assistance Funds, Georgia General Assembly-ROTC at Kendrick, \$10,000.00.
- New budget Tobacco Use Prevention, \$21,000.00.
- New budget Technology Literacy Challenge Fund, \$125,000.00.
- New budget Georgia High School/High Tech, \$49,950.00.
- Budget adjustment Budgeted Reserve to Elementary Education, \$10,915.00.
- Budget adjustment donation from Country's, Inc., Arnold Magnet Academy, \$2,250.03.
- Budget adjustment donation Walter Alan Richards Foundation, \$3,500.00 for seven high schools.
- Budget adjustment over \$25,000.00, Title I to include carryover funds.
- Budget adjustment Safe & Drug Free Schools, \$298,295.00.
- Budget adjustment Region 9 FY02, \$1,000.00.
- Budget adjustment Budgeted Reserve, \$1,300.00 for Downtown Elementary custodial supplies.
- Budget adjustment, carryover funds for 21st Century Learning Center.

Upon motion of Mr. Wells, seconded by Mr. Walker, the Board unanimously voted to go into executive session to hear (4) student discipline appeals.

Upon motion of Mrs. Storey, seconded by Mr. Walker, the Board unanimously voted to come out of executive session.

Upon motion of Mrs. Storey, seconded by Mr. Walker, the Board unanimously voted to adjourn the regular October 15, 2001 Board meeting.


James E. Humes, II
Legal Counsel

MUSCOGEE COUNTY SCHOOL DISTRICT

Agenda Items For School Board Workshop/Committee

Agenda Topic: An amendment to the Board Resolution establishing the New Library Board of Muscogee County, Georgia.

Date Submitted: October 15, 2001

Workshop/Committee:

Chairing:

Recommendation To The Workshop/Committee:

Approve the amendment to the Board Resolution establishing the Library Board.

Background and Rationale For Recommendation:

The amendment increases the membership on the Library Board to 26 with five ex-officio members from the School District. It also states the Library Board will assume the Project Development Committee's responsibilities for the new library.

Budgetary Considerations and Fiscal Impact:

An adjustment may need to be made in the library budget to cover possible Library Board expenses.

Liaison Administrator(s):

Guy W. Sims, Superintendent of Education
Claudya Muller, Library Director

Committee Action: Approved: Yes _____ No _____ Date _____

Other: _____

Attachment B

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 * ALSO ADMITTED IN VIRGINIA

RETIRED
 AARON J. LAND

SAMUEL B. HATCHER (1850-1937)
 S.B. HATCHER (1887-1968)
 J. MADDEN HATCHER (1897-1975)
 A. EDWARD SMITH (1902-1962)
 HOWELL HOLLIS (1919-1991)
 ALBERT W. STUBBS (1913-2001)

ALAN F. ROTHSCHILD
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 NEAL J. CALLAHAN*
 ALAN G. SNIPES
 EDWARD P. HUDSON*

MEMORANDUM

VIA FACSIMILE AND REGULAR MAIL

TO:	Owen Ditchfield David Ebron Fife Whiteside Linda Parker John Wells Mary Sue Polleys James Walker Philip Schley	Brenda Storey Pete Robinson Guy Sims Fred Jones Claudya Muller Pete Robinson Karen Jones
FROM:	James E. Humes, II <i>JEH</i>	
DATE:	October 12, 2001	
RE:	Library Board	

I am enclosing an Amendment to the Library Board Resolution, which the Board passed initially in June. Guy has give me information on the following circumstances which appear on the revised Library Board document:

- (d) Increase in membership to 26
- (w) Five ex-officio members from the School District
- (x) The Library Board assuming the PDC's responsibilities on the new library

Guy has asked Karen Jones to put this on Monday's Agenda. Please give me a call with any questions, here or at home (596-0606). As always, we are appreciative of the opportunity to be of assistance.

LIBRARY BOARD OF MUSCOGEE COUNTY, GEORGIA

In accordance with and pursuant to the 1947 Georgia Laws, page 1768, an Amendment to Article VIII, Section VII of the Constitution of the State of Georgia, designated as paragraph II thereof and as provided in 1949 Georgia Laws, page 1068, as amended, the Muscogee County School District (School District) is charged with the responsibility and duty to operate public libraries in Muscogee County. As therein provided, and further, in accordance with general laws of the State of Georgia, contained in Title 20, Education, Article II, Local and Regional Public Libraries (O.C.G.A. §20-5-20, et seq.), the Muscogee County School District wishes to establish a semi-autonomous Library Board to engage with the School District in the operation and management of the Muscogee County Public Library System and to serve on behalf of the School District on the Chattahoochee County Regional Library System.

- (1) In accordance with Article 3, Title 48, Chapter 48 of the Official Code of Georgia Annotated, the Council of Columbus, Georgia adopted a Resolution (395-99) on August 24, 1999 imposing a special sales and use tax subject to the requirement of referendum approval of various public projects in Columbus, Georgia, including, acquiring, constructing, and equipping a new public county library to be operated by the School District, a Resolution which was then approved by the majority of voters in Muscogee County voting in an election.
- (2) On September 20, 1999 the School District established a Project Development Committee to accomplish various purposes, including:
 - (a) a comprehensive community survey to determine the consensus of the community as to what a new public library should be, what services it should provide, and what type of facility it should be;
 - (b) a fundraising effort by which an endowment would be raised for the purpose of funding operations of the proposed library; and
 - (c) a planning survey, to establish architectural guidelines, and to assist in the design of a new proposed library.

The Project Development Committee has continued to provide valuable services, assistance, and guidance concerning the design and construction of the new central library.

- (3) The School District, through its own resources and efforts, and from the association and relationship it has developed with the Project Development Committee, is aware of the benefit and advisability of public participation in the operation of the public library systems in Muscogee County and in those counties served by the Middle Chattahoochee Regional Library System.
- (4) Therefore, to assist in the operation of the Muscogee County Public Library System, including the new main library, the construction of which is to be supervised by the School

District, and all branches, and the School District's participation and responsibilities in and to the Middle Chattahoochee Regional Library, the School District wishes to and does herein establish a Muscogee County Library Board ("Library Board") for the purposes as herein set forth. The School District recognizes that a Library Board will facilitate and encourage a higher level of community involvement and participation, which the School District desires and deems necessary for the future success of the public library system. The Muscogee County School District, through its Board of Education, resolves as follows:

- (a) A library board of trustees ("Library Board") shall be established for participation in and to assist the School District in the operation and management of public libraries and the provision of library services to the community and its residents.
- (b) Members of the Library Board will be appointed by the School District. It is the objective of the School District to insure and to receive input from the community in the selection process. The School District will publicly advertise and communicate its desire for anyone who is eligible for membership on the initial Library Board or successor boards to place his or her name before the Board of Education for consideration. The Board of Education will develop a more detailed procedure for applicants to follow. Initial members of the Library Board will be selected from those expressing an interest with consideration being given to recommendations from the Library Project Development Committee and the Superintendent. All subsequent Library Board members appointments will be made by the School District from applicants who express an interest, as set forth above, with consideration being given to recommendations from then seated members of the Library Board and the Superintendent.
- (c) Residents of Muscogee County, twenty-one years of age and older, are deemed to be eligible for service and membership on the Library Board.
- (d) The Library Board shall consist of twenty-six members who, in turn, shall select a Chairperson. Appointment by the School District to the Library Board shall be for staggered terms. Initially, nine members of the Library Board shall be appointed by the School District to serve a four-year term, nine members shall be appointed to serve a three-year term, and eight members shall be appointed to serve a two-year term. Thereafter, appointments will be made on an annual basis for three-year terms. After a member serves two consecutive terms, the member shall stop active services as a Board member and be eligible for re-appointment one year later, when annual appointments are made.
- (e) The School District regards the Library Board as a semi-autonomous body, charged with the responsibilities of the operation and management of the public library system. The Library Board is responsible for the development of the library budget, which is to be submitted to the School District for its consideration and approval on an annual basis.

- (f) As required by Georgia laws, ownership of realty upon which all libraries are to be located and the physical improvements located thereon which constitute the library buildings shall be with the School District. The School District will be responsible for maintenance, care and improvement of the grounds and structures and/or buildings. Similarly, the School District is to be the owner of all equipment and library collections, for example, books, tapes, etc., which are purchased with public and private funds.
- (g) The School District is desirous of private contributions to the public libraries. In that regard, the Chattahoochee Valley Community Foundation, Inc., a Georgia Non-Profit Corporation, located in Muscogee County, Georgia, has agreed with the School District to establish a fund on the books of the Foundation known as the Muscogee County School District Main Library Endowment Fund to which contributions for the Central or Mail Library may be made.
- (h) Among the duties and responsibilities of the members of the Library Board are those set out in O.C.G.A. §20-5-43 which shall include involvement in the selection and the employment of a library director through its recommendation to the Superintendent and the Board of Education of the School District, the approval of a budget prepared by the director, attending board meetings, the establishment of policies governing library programs, including rules and regulations regarding the use of the library, establishment of policies for the administration of gifts of money and property, the presentation of financial and progress reports to the School District and to the public, and the notification to the School District of vacancies on the library board, so that successors may be selected.
- (i) Service on the library board will be without compensation. However, any member of the board may be reimbursed for reasonable and necessary expenses incurred in the performance of the library business.
- (j) The qualifications, duties, and responsibilities of the library director are in part, as defined in O.C.G.A. §20-5-45, which include the recommendation for employment or termination of other staff members, the attendance of all meetings of the Library Board, preparation of local, state, and federal annual budgets, and the administration of the total library program.
- (k) The School District will be the actual employer of the library director and members of the library staff, as the School District is the public body receiving public moneys for the purpose of maintaining and operating the library system. Further in this regard, the School District shall furnish the library with payroll services, accounting services, and will determine and establish the rate of compensation to the library director and members of the library staff. The Library Board, should it see fit to do so, may supplement the salaries of the library director or other library staff members. The Library Board will inform

the School District of any such supplements and any such supplements will be reflected in the Library's budget.

- (l) Thus, all employees of the School District who work at the Library will be appointed and selected by the Board of Education, upon the recommendation of the Library Board and Superintendent, and their compensation, period of employment and duties of all such employees will be fixed by the Board of Education, consistent, where applicable, with provisions of Georgia laws.
- (m) Library staff members shall be under the direct supervision and control of the Library director who shall be responsible for their day to day duties.
- (n) The Library Board will engage in fundraising activities which it determines to be beneficial for the operation of and services provided by the public libraries.
- (o) The Library Board shall make recommendations to the Board of Education of the School District through its Superintendent each year prior to the preparation of the School District budget for the needs of the library and the recommended budget items for their support. The Library Board, upon the request of the Superintendent, will furnish the Board of Education with a copy of all financial data concerning the library such as its balance sheet, its budget and all related financial reports.
- (p) All purchases or financial obligations incurred by or at the direction of the Library Board or the Library director are to be paid by the School District and shall be initiated by the library director in accordance with and as provided by School District policy.
- (q) The School District has designated a certain millage rate to the operation of the public libraries which is, at present 1.37 mills, to be increased in phases to 1.5 mills, by Board of Education resolution.
- (r) It is the wish and objective of the School District that public libraries be made available for community use and enjoyment, subject to the understanding that any such activities or occasions would be consistent with and not in contradiction of the provision of services as a public library. The Library Board will consider and evaluate any such request for use of library facilities, and, through its director, will submit any such request to the Superintendent for his final approval or rejection. Any such request will be compatible with the purpose of the libraries to serve the Columbus community as a cultural, civic, and educational facility.
- (s) The School District/Library Board relationship, through this resolution, shall extend for a period of two years from the date hereof and at the end of each two (2) year period will automatically be renewed for an additional two-year period, unless either the Library Board or the School District choose to end the

relationship by providing written notice to the other (6) months prior to the end of the then present two-year period.

- (t) There are a number of local groups and organizations which have expressed interests in providing support, resources, and assistance to the School District, the Library Board, and the libraries. The most active organization at the time of the adoption of this Resolution and the establishment of the Library Board is the "Friends of the Library". The Library Board, together with the Library Director, is, with input from the "Friends of the Library" and other interested organizations, to undertake the following activities and programs:
 - (1) Establish a long-range planning process.
 - (2) Establish a marketing program for the Library.
 - (3) Appoint a member to be a liaison to the Friends of the Library and other support organizations so that communication is current and regular from those who are advocates for the Library in the community and in the region.
- (u) The Library Board should work with the Library Director to insure that accurate Library Board records are kept on file in the Library, so that the public has access to them.
- (v) A member will forfeit his or her membership on the Library Board if he or she misses two consecutive Library Board meetings without being excused by the Library Board. The Library Board will make all decisions as to whether an absence is excused or unexcused.
- (w) There will be five ex-officio members of the Library Board. These members, who will be non-voting members are the Superintendent of Education, the Library Director, the Assistant Superintendent of Business Affairs of the School District, the Chairperson of the School District's Board of Education's Finance Committee, and the Chairperson of the Board of Education's Library Committee.
- (x) When selected and installed by the Board of Education, the Library Board will assume the duties and responsibilities of the Project Development Committee that pertain to the construction and equipping of the new main Library. The specifics these duties and responsibilities are set out in an Amendment to the Joint Resolution adopted by Columbus, Georgia, the School District and the Committee in October 2001.