

**FRANKLIN COUNTY SCHOOL BOARD
REGULAR MEETING
WILLIE SPEED BOARD ROOM**

FEBRUARY 1, 2016

6:00 P.M.

MINUTES

BOARD MEMBERS PRESENT: Pam Shiver-Chair, George Thompson, Vice Chair, Teresa Ann Martin, Pam Marshall and Stacy Kirvin

OTHERS PRESENT: Nina Marks-Superintendent, Barbara Sanders-Board Attorney, and Monica Moron-Administrative Assistant

- I. CALL TO ORDER/ADOPTION OF AGENDA-**Chair Shiver called the meeting to order at 6:14 p.m.
Superintendent Marks requested the following changes to the agenda:
Added X-B 2016 Senior class trip
Added X-C Request to Hire Principal's Secretary
Motion by Martin, seconded by Marshall to accept the agenda; Motion carried 5-0

- II. INVOCATION AND PLEDGE OF ALLEGIANCE-** Teresa Ann Martin

COMMENTS/DISCUSSION ITEMS

III. NINA M MARKS-SUPERINTENDENT

- Superintendent Marks asked Dr. Sue Summers, Consultant to address the Board
- Dr. Summers discussed the student attendance and graduation rates spreadsheets distributed to the Board.
- The Board and Dr. Summers discussed at length FOCUS and data entry.
- Attorney Sanders commented that Mrs. Donna Duncan will be preparing a truancy report for the February 15, 2016 meeting.
- Superintendent Marks introduced the new H/R director Karen Peddie to the Board.

IV. BOARD MEMBERS

- Mrs. Marshall commented that career day and teacher of the year banquet was great
- Chair Shiver commented that the school grounds look really good and the contractor was doing a good job.
- Ms. Martin commented that the MLK program was great and discussed scheduling library time for the elementary students with principal bray.
- Ms. Martin and Dr. Summers discussed health aide hours.
- Ms. Martin and Mrs. Venable discussed fixing the marquee at the main campus.
- Mr. Thompson discussed the new vans with Mrs. Venable
- Mr. Thompson asked about the information regarding a fuel tank on the campus.
- Mr. Thompson commented on the kindergarten students singing the national anthem at a basketball game.
- Mrs. Marshall and Mr. O'Grady discussed monitoring of alternative students.
- Superintendent Marks recognized Allison Chipman as the new H/R specialist.

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V. BARBARA SANDERS-BOARD ATTORNEY

- Attorney Sanders asked that the resolution be revised to referenced the June 7 date and not march. The Board discussed how the resolution was worded.
- Attorney Sanders asked that the revised resolution will be on the agenda for the February 15, meeting.
- Attorney Sanders discussed what advertising methods and resources could be used for the resolution.
- Attorney Sanders asked that the agenda and supporting documents be posted on the website.
- The Board discussed the costs associated with having a special election for the referendum.
- Mrs. Venable was instructed by the Board to contact the supervisor of elections to discuss costs.

VI. PUBLIC/VISITOR COMMENTS

The Franklin County School Board welcomes you to this meeting. This is time set aside for the Citizens of Franklin County to address the School Board. Your participation is welcomed and appreciated

Mr. Robert Davis addressed the Board. Mr. Davis questioned on what it took for a local person to be hired by the District. He submitted a public records request to the Superintendent.

BOARD ACTION ITEMS

OLD BUSINESS

VII. Assignment of 110 Funds (Venable)

The Board, Superintendent and Mrs. Venable, Finance Director discussed allocation of the Denton Cove funds. Superintendent Marks suggested taking \$5,000 from the funds for the TOY and Support Staff Banquet. Principal Bray suggested setting funds aside for the Veteran's and MLK Day programs. The Board and Principal Bray discussed student incentives.

Motion by Martin, seconded by Marshall to approve assignment of the \$15,000 Denton Cove Project money into discretion funds for incentive projects based on the financial officer's discretion; Motion carried 5-0

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NEW BUSINESS

VIII. CONSENT ITEMS

- A. Bills 01-07-16 \$394,339.32
- B. Bills 01-21-16 \$90,303.34
- C. Minutes-10-20-15 Workshop
- D. Minutes-10-26-15 Workshop
- E. Minutes-10-26-15 Special Meeting

Motion by Martin, seconded Marshall to approve items VIII-A, B, C, D and E; Motion carried 5-0

IX. NINA M. MARKS-SUPERINTENDENT

No action items

X. KRIS BRAY, FCS PRINCIPAL

- A. Travel Request-Staff-K Lester
- B. Travel Request-Student- Class of 2016-added at meeting
- C. Request to Hire-J Johnson-Principal's Secretary-added at meeting

Mr. Thompson clarified with Attorney Sanders that risk management would cover the out of state trip.

Motion by Kirvin, seconded by Thompson to approve items X-A, B and C; Motion carried 5-0

XI. MELANIE INZETTA, THE NEST

- A. Request to Hire-J Wilson-Carrabelle
- B. Request to Hire-S Furtak-Carrabelle
- C. Request to Hire-S Messer-Carrabelle
- D. Request to Hire-M King-Eastpoint

Motion by Marshall, seconded by Martin to approve items XI-A, B, C and D; Motion carried 5-0

XII. AL LONDON, AUXILIARY SERVICES DIRECTOR

No action items

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XIII. SUE SUMMERS-CONSULTANT

No action items

XIV. SHANNON VENABLE-FINANCE/HR

A. Superintendent's Monthly Report-December 2015

GENERAL FUND ANALYSIS	December 2015	December 2014
REVENUES COLLECTED TO DATE:	7,266,311	6,816,281
% REVENUES COLLECTED TO DATE:	65%	63%
EXPENDITURES TO DATE:	5,136,953	4,062,042
% EXPENDITURES TO DATE:	42%	37%
% of year complete		50%
ENDING FUND BALANCE	Projected 6/30/2016	Ended 6/30/2015
UNRESTRICTED FUND BALANCE	894,044	1,337,158
RESTRICTED FUND BALANCE	281,476	247,317
TOTAL FUND BALANCE	1,175,520	1,584,475
FUND BALANCE %	7.90%	12.03%

Motion by Thompson, seconded by Marshall to approve item XIV-A; Motion carried 5-0

B. Manager's Salary Options

Mrs. Venable explained and discussed the salary options in detail with the Board.

On Options A & B, Managers may supervise an employee who earns more annually more than themselves. Therefore, Option C & D, expand the salary range for Manager Pay.

For example, the Transportation Manager will supervise the Mechanic whom can make up to \$37,696 per year, when the Manager pay starts at \$35,827 per year. The Facilities, Maintenance, and Operations Manager will also supervise comparable salaried employees.

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The salary range for the employees the Managers will supervise is:

Employee Annual Salary Range: \$11,764 - \$37,696

Manager Annual Salary Range: Option A&B: \$35,827 - \$38,024

Option C&D: \$35,827 - \$45,923

The \$35,827 beginning salary was derived as being \$1.50 more per hour than the Mechanic and Maintenance beginning pay per hour.

To demonstrate the salary proposal of the Manager pay, I recommend we compare hourly pay of employees and supervisors.

Hourly Rate Employees: \$10.02 - \$20.71

Manager Hourly Rate:

Option A&B: \$17.10 - \$18.15

Option C&D: \$17.10 - \$21.91

OPTION "A"		
		Manager
	PAY TYPE	3
	MONTHS	12
	DAYS	260
	HOURS/DAY	8
YEARS OF EXP.	Place	AS600
00-03	00	35,827
04-07	01	36,185
08-11	02	36,547
12-15	03	37,278
15+	04	38,024

OPTION "B"			
		Manager	
	PAY TYPE	3	
	MONTHS	12	
	DAYS	260	
	HOURS/DAY	8	
	Place	AS600	
	SALARY RANGE:	35,827 - 38,024	

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OPTION "C"		
		Manager
	PAY TYPE	3
	MONTHS	12
	DAYS	260
	HOURS/DAY	8
YEARS OF EXP.	Place	AS600
00-05	00	35,827
06-10	01	37,977
11-15	02	40,255
16-19	03	42,671
20+	04	45,923

OPTION "D"		
		Manager
	PAY TYPE	3
	MONTHS	12
	DAYS	260
	HOURS/DAY	8
	Place	AS600
SALARY RANGE:	35,827 - 45,923	

Mr. Kirvin asked if the administration had someone picked for those positions so the Board would know what the pay would be and Mrs. Venable responded interviews have been completed but no job offers had been made until the Board approved a salary schedule. The Board discussed this matter further. Ms. Martin and Mr. Thompson noted they were in favor of option C. Mr. Kirvin clarified with Mrs. Venable that option C was just the initial starting salary and not what raise they would get each year and Mrs. Venable responded it was an initial placement and once you are placed you do not move without Board approval. Mr. Kirvin also clarified that option C would be for both positions and Mrs. Venable responded yes.

Revised Motion by Marshall and seconded by Martin to approve option C; Motion carried 5-0

C. ABC School Quarterly Financials-December 2015

Motion by Thompson, seconded by Marshall to approve item XIV-C; Motion carried 5-0

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D. Resignation-R. Tennille

Ms. Martin asked if we had a replacement and Superintendent Marks responded not at this time but the District needed to start advertising immediately.

Chair Shiver asked if this was a contract employee. Mrs. Venable explained that the person resigning is a part-time director and needs to be replaced with a full time director because the program's budget 1.5 million budget.

Motion by Martin, seconded by Thompson to approve item XIV –D; Motion carried 5-0

E. Worxtime (added as emergency item)

(this portion occurs earlier in the recording). Mrs. Venable reported to the Board that Worxtime hourly employee tracking system has identified employees who can be offered health insurance by the Board adding the measurement period was the prior 6 months. She explained that 2 of the employees are project coordinators for The Nest after school program and remainder are a combination of health aides and substitutes.

Mr. Brad Hoard, US Employee Benefits, Managing Partner and District Insurance Agent of Record addressed the Board to explain the definition of a full-time equivalent employee based on the ACA (affordable care act) guidelines and why they needed to offer coverage to those employees. The Board, Attorney Sanders and Mr. Hoard discussed this matter in detail including if the insurance for The Nest employees could be paid out of their grant and they type of coverage to be offered. Due to the urgency of the matter, Attorney Sanders recommended that approval for the 8 employees be added to the agenda as an emergency item. Chair Shiver added the item as XIV-E.

Motion by Marshall, seconded by Martin to offer insurance coverage to 8 FTE (full-time equivalent) employees; Motion carried 5-0

Mrs. Venable was instructed to bring this matter back to the Board each time there was a change.

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XV. ADJOURNMENT

- Prior to adjournment Mr. Thompson and Principal Bray discussed Ms. Humble's annual 4th grade play
- Mr. Thompson requested Attorney Sanders receive copies of all documents presented to the Board for meetings.

*Motion by Thompson, seconded by Martin to adjourn; Motion carried 5-0
Meeting adjourned at 7:42 p.m.*