

BYRNEVILLE ELEMENTARY SCHOOL BOARD OF DIRECTORS MINUTES

Date: October 29, 2025
Call to Order: 4:20 p.m.
Facilitator: Shelley Levins

In Attendance

Board Members

Shelley Levins
Mike Digmon
Brandy Carter
Melanie Killam
Courtney Barrow (New/Prospective Member)

School Staff

Ashley Trawick
Jacke Johnston
Lisa Anderson
Tracy Barberree

Approval of Agenda

The agenda for the meeting was reviewed. Ashley Trawick requested one agenda item be added to new business that was left off: "Audit." Mike Digmon made a motion to approve the agenda with the addition, Brandy Carter seconded the motion and the motion passed.

Public Forum

None

Approval of Minutes

The minutes were reviewed from the July 30, 2025 meeting. Mike Digmon made a motion to approve the minutes, Brandy Carter seconded the motion and the motion passed.

Financial Report

Lisa Anderson presented the financial reports for July, August and September 2025. Mike Digmon made a motion to approve the financial report, Brandy Carter seconded and the motion passed.

Unfinished Business

- Savings Account/Certificate of Deposit

We have renewed a 6-month CD at United Bank in the amount of \$250,000.00 earning 4.0%. The Board gives discretion to Ashley Trawick and Lisa Anderson to renew and move CDs among our three banks, Regions, United Bank and All In Credit Union, at whichever offers the highest rates at the time of maturity.

- Arnold Law Firm

Lobbying efforts are continuing and Arnold Law Firm reports positive reactions in interviews with legislators regarding the capital millage for conversion charter schools. Invoices for our portion of the legal fees for September and October were \$520 and \$980 respectively. The Board will continue with efforts through this legislative session and re-evaluate.

- Bus Purchase

Two buses were purchased at auction for \$6,000 total. They are currently at the garage for service and lettering and will be put on the road as soon as that is complete.

Principal's Report

Mrs. Trawick presented her report:

- Enrollment
Current enrollment is 198
- Staffing
No updates at this time.
- Building and Grounds
No updates at this time.

New Business

- Board Nominations and Officer Election
By unanimous vote, Courtney Barrow was nominated and elected as a new board member. Also, by unanimous vote, Officers for the current school year were elected and approved: Shelley Levins-Chair, Mike Digmon-Vice Chair, Courtney Barrow-Secretary, Brandy Carter-Treasurer. Nominations and elections will be held again in October 2026.
- Annual Review of Leave Policy
No changes were made to the current policy.
- Annual Review of By-Laws
One change to the By-Laws is needed. Article VI. Board of Directors, Section 5 needs to read: “Regular meetings of the Board of Directors shall be held *quarterly* with public notification.” No other changes.
- Board Governance Training
Ashley Trawick, Shelley Levins, Mike Digmon and Brandy Carter are due for the 2-hour refresher for Board Governance. Courtney Barrow will need to complete the Initial 4-hour training. Each person has been registered for the appropriate training and the school has paid the fee. Workbooks and signed attestation pages will be returned to Ashley Trawick and submitted for completion certificates. Ashley Trawick has completed the refresher course and is in compliance.
- 2024-2025 Audit
The 2024-2025 financial audit has been completed and a final copy was presented. The audit yielded no findings this year.

Next Meeting

January 28, 2026 at 4:00 p.m.

The meeting was adjourned at 5:04 p.m.