

*Fairfield City Board of Education  
Regular Board Minutes  
September 16, 2009*

**MINUTES**

*The Fairfield City Board of Education met for its Regular Board Meeting on Wednesday, September 16, 2009\*\*, at the Central Office. Mr. Seth Goldman, Board chair, presided. Members present: Mr. George E. Turner, Mrs. Marion O. Easley, Dr. Barbara A. Lloyd and Secretary to the Board and Fairfield City Schools Superintendent, Dr. Anthony C. Greene. Attorney Donald B. Sweeney, Jr., was also present.*

**Note: The regular meeting date was changed to Wednesday, September 16 <sup>th</sup> in order to allow board members to attend the AASB District V Meeting, Thursday on September 17, 2009.
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**I. Call to Order**

The meeting was called to order at 6:00 p.m.

**II. Moment of Silence**

**III. Pledge of Allegiance**

**IV. Adoption of the Revised Agenda**

On the motion by Dr. Lloyd, seconded by Mr. Turner, the Board unanimously approved the superintendent's recommendation to amend the revised agenda as noted below: **Motion Passed.**

VII. Consideration of August 2009 Financial Statements - **Withdrawn**

XVI. Personnel

*Employ*

#4 - **Withdrawn**

#5 - **Withdrawn**

**V. Approval of August 3, 2009 Minutes**

On the motion by Mr. Turner, seconded by Mr. Goldman, the Board considered approval of the minutes of the August 3, 2009 Special Called Meeting. Roll call: Lloyd (abstain), Easley (abstain), Turner (yes), and Goldman (yes): 2-0-2.

**Motion Failed.**

**VI. Approval of August 20, 2009 Minutes**

On the motion by Mrs. Easley, seconded by Mr. Turner, the Board unanimously approved the minutes of the August 20, 2009 Regular Board Meeting. **Motion Passed.**

**VII. Consider approval of **WITHDRAWN** August 2009 Financial Statements.**

**VIII. Consider approval of the August 2009 Accounts Payable in the amount of \$535, 091.41.**

On the motion by Mrs. Easley, seconded by Mr. Turner, the Board considered approval of the August 2009 Accounts Payable in the amount of \$535,091.41. Roll call: Lloyd (no), Easley (no), Turner (yes) and Goldman (yes). 2-0-2.

**Motion Failed.**

Discussion:

Dr. Lloyd: On this accounts payable we do not have the line item invoice description and therefore we just have a list of checks and names and amounts. So, I'm reluctant to approve the accounts without the description of each check.

Mrs. Easley: I have a comment.

Mrs. Saxon: This is a new system. However, we have learned that we can get another program that will provide a column for the description.

Dr. Lloyd: OK. All right, so then you can re run this particular month?

Mrs. Saxon: Yes, we can.

Mrs. Easley: My concern was that I need to know the detail check register and that would answer the question, what you just said.

**IX. Approval of August 2009 Payroll**

On the motion by Mrs. Easley, seconded by Mr. Turner, the Board approved the August 2009 Payroll in the amount of \$1,267,210.68. Roll call: Lloyd (yes), Easley (yes), Turner (yes) and Goldman (yes):4-0-0. **Motion Passed.**

**X. Contracted Services**

On the motion by Dr. Lloyd, seconded by Mr. Turner, the Board unanimously approved contract services with the SDE approved Supplemental Education Services Providers list for the Fairfield High Preparatory School for 2009-2010. **Motion Passed.**

**XI. Consultant Contracts**

On the motion by Mr. Turner, seconded by Mr. Goldman, the Board considered approval to award contracts to the attached list of consultants.

Dr. Lloyd offered a substitute motion, seconded by Mrs. Easley, to amend the list of consultants by deleting consultant number four from consideration for approval.

Roll call: Lloyd (yes), Easley (yes), Turner (yes), and Goldman (yes): 4-0-0.

**Motion Passed.**

Discussion:

Dr. Lloyd: If we were to number the consultants, I have a question about number consultant listed number four that indicates employed by a public university. And, I was just concerned about possible what they called double dipping looking at the date and time that the person is scheduled or proposed to do consultation work in our system.

Dr. Greene: Most individuals working in public institutions have professional leave days; they also have vacation days that they can use for the purpose of providing consultant services.

Dr. Lloyd: This is ten days 8 to 3.

Mr. Turner: Mr. Sweeney, are we liable if we contract with an individual employed at one the universities?

Atty. Sweeney: You would not be liable because of the doctrine of governmental immunity unless there are known risks that you are insensitive to. And I don't believe that the Board has any fore knowledge of any known risks that would put you in that kind of jeopardy so without knowing more background I would say as a general rule you would not have liability.

Mr. Turner: Dr. Lloyd, what is our concern in terms of this person's consideration for consultant- even if she is employed?

Dr. Lloyd: It has to do with the source of the funding coming from public funds from two institutions. It's as though you are an elected official and you're working in a school system and you leave the system and go and attend that particular council meeting there's been some questions raised as to double dipping. That's my concern:

Mrs. Easley: May I ask the attorney a question? Is there any way you can check for that because that person has been on quite a few consultants and doing quite a few consultants so we do need to know because remember the governor said once about people double dipping money. Can you check that for us?

Atty. Sweeney: Yes, I will check to see if there reason for concern.

Dr. Greene: In view of the expressed concerns, it may be prudent to withdraw consultant number four from the list for consideration.

Dr. Lloyd: Could we do a substitute motion and amend the list?

Mr. Goldman: Can we get a substitute motion to amend the list of consultants and withdraw consultant number four?

Dr. Lloyd: Mr. Chair, I offer a substitute motion that we would amend the consultation list by deleting the fourth individual listed.

Mrs. Easley: Second.

## **XII. Service Agreements**

On the motion by Dr. Lloyd, seconded by Mr. Turner, the Board unanimously approved a maintenance agreement for the Sharp A700U copier #55001802 for one year, October 1, 2009 thru September 30, 2010. Amount: \$1,944.00. Fund Source: Federal Funds. **Motion Passed.**

Discussion:

Mr. Turner: Where is this copier to be located?

Mrs. Bishop: The copier will be at Forest Hills Middle School.

## **XIII. Purchases**

### **Consent Agenda**

On the motion by Mrs. Easley, seconded by Mr. Turner, the Board unanimously approved all purchases by consensus. **Motion Passed.**

1. Approved the purchase of 10<sup>th</sup> grade Health & Wellness textbooks and 12<sup>th</sup> grade Calculus textbooks. Amount: \$4,797.00. Fund Source: Local.
2. Approved the purchase of services of Maintain Services Heating & Cooling to replace the HVAC unit in Mrs. Lewis' classroom at FHPS. Amount: \$3,400. Fund Source: Local.
3. Approved the purchase of services of Maintain Services Heating & Cooling to replace the compressor in the kitchen at GOES. Amount: \$1,500.00. Fund Source: CNP.
4. Approved the purchase of a slicer from Dixie Store Fixture & Sales for the FHPS lunchroom. Amount: \$4,650.00. Fund Source: CNP.
5. Approved the purchase of 6<sup>th</sup> grade mathematics textbooks and 7<sup>th</sup> grade science books for FHMS. Amount: \$2,269.05. Fund Source: Local.
6. Approved the purchase of a Southbend convection oven from Birmingham Restaurant Supply Company for Fairfield High School. Amount: \$6,615.00. Fund Source: CNP.

#### **XIV. Expenditures**

##### Consent Agenda

On the motion by Mrs. Easley, seconded by Mr. Turner, the Board unanimously approved all expenditures by consensus. **Motion Passed.**

1. Approved payment to Horace Mann Insurance Company for basic group life insurance/accidental death & dismemberment coverage for all employees. Amount: Annual premium is \$3,588.00. Fund Source: Local.
2. Approved payment to Bradley Arrant Boulton and Cummings LLP for legal services provided for the month of July 2009. Amount: \$3,269.54. Fund Source: Local.
3. Approved payment to Bradley Arant Boulton and Cummings LLP for legal services provided for the month of August 2009. Amount: \$1,582.05. Fund Source: Local.
4. Approved payment to Bradley Arrant Boulton and Cummings LLP for legal services provided for the month of August 2009 concerning JAFCO. Amount: \$2,828.75. Fund Source: Local.
5. Approved payment to ADT Security Services for annual alarm monitoring at the Central Office. Amount: \$1,863.88. Fund Source: Local.
6. Approved payment to ADT Security Services for annual alarm monitoring at GOES. Amount: \$4,695.82. Fund Source: Local.
7. Approved payment to ADT Security Services for annual alarm monitoring at DES. Amount: \$1,472.95. Fund Source: Local.
8. Approved payment to ADT Security Services for annual alarm monitoring at FHMS. Amount: \$611.51. Fund Source: Local.

Discussion:

Mr. Turner: What is the status of the pending litigation with JAFCO?

Atty. Sweeney: David Owens sent a memo to Dr. Greene on Wednesday. There are still some loose ends. Would you refresh my recollection about the nature of the remaining matters?

Dr. Greene: The contractor (Southeastern) is currently removing the units installed by JAFCO. JAFCO was given the option to observe the contractors dismantle the units they installed. They (JAFCO) chose not to participate in the process. We are now waiting to hear from the attorney regarding our next step.

Atty. Sweeney: As I understand it, the school is in the comfort zone as far as being cool. He is trying to be aggressive in bringing resolution to that, Mr. Turner, because it has gone on for so long.

## **XV. Field Trips**

### Consent Agenda

On the motion by Dr. Lloyd, seconded by Mr. Turner, the Board approved all field trips by consensus. **Motion Passed.**

1. Approved travel for DES 2<sup>nd</sup> and 3<sup>rd</sup> grade classes to Chattanooga, Tennessee on October 15, 2009 to visit the Tennessee Aquarium.
2. Approved travel for GOES kindergarten classes to St. Clair County on October 22, 2009 to visit the YMCA Hargis Retreat Pumpkin Patch.
3. Approved travel for GOES 3<sup>rd</sup> grade class to Huntsville, Alabama on October 23, 2009 to visit Sci-Quest.
4. Approved travel for GOES 5<sup>th</sup> grade class to Chattanooga, Tennessee on October 23, 2009 to visit Rock City, the Aquarium and Ruby Falls.
5. Approved travel for GOES 5<sup>th</sup> grade class to Montgomery and Tuskegee, Alabama on May 7, 2010 to visit the George Washington Carver Museum, Booker T. Washington's Home and the state capitol.
6. Approved travel for the FHPS Band to Huntsville, Alabama on September 26, 2009 to participate in the Alabama A & M University Homecoming Parade and Pre-game Show.
7. Approved travel for the FHPS Band to Jackson, Mississippi on September 27, 2009 to participate in the Southeastern Regional Battle of the Bands and tour the campus of Jackson State University.
8. Approved travel for the FHPS Band to Nashville, Tennessee on November 7, 2009 to participate in the Tennessee State University Homecoming Parade and Field Show Competition.
9. Approved travel for the FHPS Band to Atlanta, Georgia on December 5, 2009 to participate in the Festival of Trees Children's Healthcare of Atlanta Christmas Parade.
10. Approved travel for the FHPS Band to Atlanta, Georgia on January 23, 2010 to attend the 2010 Honda College Band Invitational Showcase and the Honda Corporation College Recruitment Fair.

11. Approved travel for FHPS Career Tech. Club members to travel to Montgomery, Alabama, September 28-29, 2009 to attend the Joint Leadership Development Conference (JLDC).
12. Approved travel for FHPS seniors to Tuscaloosa, Alabama, October (TBA), 2009 to tour the campus of the University of Alabama.
13. Approved travel for FHPS seniors to Tuscaloosa, Alabama, November (TBA), 2009 to tour the campus of Stillman College.
14. Approved travel for FHPS seniors to Montgomery, Alabama, November (TBA), 2009 to tour the ASU campus.
15. Approved travel for FHPS seniors to Montevallo, Alabama, November (TBA), 2009 to tour the Montevallo University campus.
16. Approved travel for FHPS seniors to Tuscaloosa, Alabama, November (TBA), 2009 to tour the campus of Shelton State Community College.
17. Approved travel for FHPS seniors to Huntsville, Alabama, November (TBA), 2009 to tour the AA&MU campus.

Discussion:

Mrs. Easley: I brought this question up at the last meeting, August 20<sup>th</sup>, and I had concerns about the chaperones. And I know about the chaperones for the elementary and middle school. My concern was what about the chaperones for the high school. I noticed all of the field trips for the high school there are fifty students and we only have two, the counselors going with them. I'm wondering what is the procedure or what standards do we have in place for that? Is that appropriate? Because they are high school students and I know one of the places they are going is Alabama A&M, they are going to all of the colleges and I know that they are high school students I just want to be on the safe side.

Dr. Greene: There is no established protocol for chaperone to student ratio for seniors on college campus tours. However, it has long been the best practice that the counselor/chaperone ratio for these trips is 1:20 - 25.

Mrs. Easley: So you are saying that the two teachers is enough? OK, my other question that I have about the field trip and we might have this on file, I just don't remember. The person that they're using for the company that they are using for the field trip, we don't have that information down that their insurance provider. It's not on the form, but we might have it. So, I just want to know do we have it?

Dr. Greene: All field trips submitted to the Board for approval have documented current certificates of liability on file.

Mrs. Easley: Since that is one of the questions, I think it should be filled in when we receive this. If they going to use whatever provider they should tell us what's the company insurance provider.

## **XVI. Personnel**

### ***Maternity Leave***

On the motion by Mr. Turner, seconded by Dr. Lloyd, the Board unanimously approved maternity leave for Vercilya Reese, 4<sup>th</sup> grade teacher at Robinson Elementary School effective October 12, 2009 through November 13, 2009.

### **Motion Passed.**

### ***Family Medical Leave***

On the motion by Dr. Lloyd, seconded by Mr. Turner, the Board unanimously granted family medical leave to Gail Kyle, Child Nutrition Program Manager at Robinson Elementary School retroactive September 8, 2009 through January 4, 2010. **Motion Passed.**

Discussion:

Mr. Turner: I understand there are extenuating circumstances for this leave request. Is the documentation provided sufficient?

Dr. Greene: To my knowledge, the attached documentation is all that is needed at this juncture. She has been in communications with Mrs. Hardy, Mrs. Odoms and I.

Mr. Turner: Do we need additional information concerning her status on her return?

Dr. Greene: No, I don't think so.

### ***Resignation***

On the motion by Mrs. Easley, seconded by Mr. Turner, the Board unanimously accepted the resignation of Jacquelyn Hart-Jordan, Special Education paraprofessional at Forest Hills Middle School, retroactive to September 9, 2009.

### **Motion Passed.**

### ***Employ***

#### **Consent Agenda**

On the motion by Mr. Turner, seconded by Dr. Lloyd, the Board unanimously approved all *Employ* items by consensus. **Motion Passed.**

1. Granted approval to employ Yolanda Brooks as Volleyball Coach at Fairfield High Preparatory School effective September 17, 2009. Salary: \$1500.00. Supplemental Salary Schedule. Fund Source: Local.

2. Granted approval to employ Regina Ward as a paraprofessional at Glen Oaks Elementary School effective September 17, 2009. Salary: \$13,219.00 (pro rated to start date). Fund Source: IDEA-ARRA.
3. Granted approval to employ Tineshia Kennedy as Technology Literacy teacher at Forest Hills Middle School effective September 17, 2009. Salary: \$36,144.00 (pro rated to start date). 9 Months Teacher Matrix. Fund Source: Foundation.

**Regular Agenda**

4. Consider approval to employ the listed individual as Special Education teacher at Fairfield High Preparatory School effective September 17, 2009. Salary: \$39,756.00 (pending verification of experience; prorated to start date). 9 Months Teacher Matrix. Fund Source: Foundation.
5. Consider approval to employ the listed individual as Reading Specialist at Fairfield High Preparatory School effective September 17, 2009. Salary: \$51,012.00 (pending verification of experience; pro rated to start date). 9 Months Teacher Salary Matrix. Fund Source: Local.

***Vacancy***

On the motion by Mr. Turner, seconded by Mrs. Easley, the Board unanimously declared vacant the position of Special Education paraprofessional at Forest Hills Middle School effective September 16, 2009. Salary: Paraprofessional Salary Schedule. Fund Source: Foundation.

**XVII. Superintendent's Report**

- Dr. Greene recognized Mrs. Ross, PTA President at Glen Oaks Elementary School. Mrs. Ross invited members of the Board to attend the GOES PTA meeting on October 13, 2009; SDE Deputy Superintendent, Dr. Bice, will attend. Dinner will be served. She also recognized GOES parents and teachers attending tonight's meeting.
- Congratulated school staff members for successful Open House celebrations.
- Announced award of grant for DES from Home Depot in the amount of \$5,000. The money will be used to refurbish and decorate the gym. The grant was written by the principal, Ms. Vann.
- Announced award of grant by Wachovia Bank for \$10,000 to support our financial literacy programs. The grant was awarded to Dr. Fears.
- Announced award of JAG grant for FHPS and recognition of Mrs. Holmes and Mrs. Steele for their hard work.

- Announced the implementation of the program STI Home which allows parents to go on line and check the status of student grades and progress.
- Daily attendance reports distributed to board members.
- Discussion of date for academic Work Session; date TBA.

## **XVIII. Board Inquiries and Comments**

**All:** Greetings and expressions of appreciation for support.

Mrs. Easley: I attended the FHMS Open House last night, I mean Monday evening. The occasion was very entertaining, informative and encouraging. The new principal, faculty staff ,students are to be commended for a job well done and a unique experience. Also, I attended the high school Open House on last night and I commend the interim principal, faculty, staff, student body for a well done job.

In regards to the test profile maybe what you just said, I was wanting to know when the work session is going to be. So that would be whenever you all get together and I would ask you when you get your date will you poll the Board instead of just calling us with one date, please. Thank you very much.

I still have concerns about the disclosure of the attorney, David Owens, what he has shared with you. At the last meeting I asked when we were going into Executive Session and you said you would mention it. But when we go in Executive Session you didn't hit that, so I still have concerns for the letter you said he shared with you.

Dr. Greene: I just received the information on Wednesday.

Mrs. Easley: No, I'm talking about the one you said on July 16<sup>th</sup> that you got. It's in the Minutes from last month.

Dr. Greene: I think what we said at the last meeting was that the attorney at the meeting that night, Mr. Everitt, would address that issue. However, I don't think he was prepared to do so.

Mrs. Easley: All right, we're waiting on that. And I heard you say the high school is cool and I just want to know what's the status of all the compressors.

Dr. Greene: All compressors are operational.

Mrs. Easley: Thank you very much and I'll see you all next month.

Dr. Lloyd: Like Mrs. Easley and Dr. Greene, I want to commend the middle school and the high school for the Open House; a job well done. But I do want to highlight what was done at the middle school. Especially as it relates to the principal being an instructional leader and taking the time to really give an analysis of his test scores for the AYP and sharing with the community and the parents the meaning of the scores and the work ahead and I'm hoping that that will be the kind of activity that would continue when we have the academic work session for the Board. A little bit in more detail what's really happening with the schools and what it means for the students and the future.

As it relates to the field trips I would like to highlight Mrs. Wolfe at GOES for the field trip that she requested this evening. Under the purpose of the field trip she has it linked to the Alabama Course of Study and I think that is a very good thing so that we can see the correlation between the field trips and the academic work that's going on in the classroom.

I would also like to, at this time Dr. Greene, ask as it relates to the substitute principal at the high school, we did receive some communications from you, Attorney Sweeney, as it relates to the Board must approve an interim or a permanent principal, approve the individual and the pay and that the substitute principal would be paid in the same manner that we have substitute teachers. Is that correct?

Attorney Sweeney: That is correct.

Dr. Lloyd: OK, and so my question, Dr. Greene, is as it relates to a substitute pay schedule for principals. Where are we with that?

Dr. Greene: We do not have a substitute principal salary matrix for the system. Historically, when applicable, a recommendation has been submitted to the Board for approval of a per diem. If it is the desire of the Board to develop a salary matrix for substitute principals we can do that.

Dr. Lloyd: Dr. Greene, my concern is that we have someone working and we're going to get in the same situation that we had with Project Share and some other individuals that's doing work and yet there's no agreement as to the pay. So I see the need for that. I can't speak for the entire board but I have concerns about it.

Dr. Greene: Again, I do not see a problem with implementing a salary matrix for substitute principals. I will meet with the CFO, Mrs. Saxon, and we will bring a matrix to the Board for approval.

Dr. Lloyd: Mrs. Saxon, as it relates to Accounts Payables from July 2009, the check to Mt. Pilgrim, check number 59995, where it had travel and training for Mt. Pilgrim, I didn't get a response from the last meeting. This was in terms of

the Board, legal fee and Board of Education travel. These are broad categories. This is a specific check and nine six spoke to the 20% agency money which makes me think that nine five check is for something else. But it just seems unusual to me and I would just appreciate a response.

Mrs. Saxon: It was for the reimbursement for travel and training paid from Title II for non public schools.

Mr. Turner: I also attended Open House for Forest Hills and the high school. Mr. Williams, principal at Forest Hills Middle School, shared the procedures he used in evaluating the AYP results. We are hoping for a very successful year for both the high school and the middle school.

I also want to thank Dr. Fears for his efforts in starting his department off with an advisory group. I hope that he can pull that together so that we may be able to answer some of these questions about drop outs. We hope that his expertise and experience will help some of these students who are on the streets during the school day. Hopefully, his staff will be able to work closely with parents to help students stay in school and provide counseling for these students. We want to do all that we can to be pro active in helping especially the young men to stay in school and graduate and stay out of trouble.

I encourage all parents to continue to show interest in our schools and work with the schools' PTA programs to become stronger.

Mr. Goldman: I, too, had the opportunity to attend the FHPS Open House. It was a pleasure to see so many parents in attendance. Mr. Perry and his staff is to be commended for a job well done.

It is encouraging to see GOES PTA members, parents and teachers, present tonight.

Dr. Greene, is our schedule for substitute workers for certified and non certified staff?

Dr. Greene: We have schedules for certified and non-certified staff members. However, we do not have a schedule for substitute administrators.

Mr. Goldman: Atty. Sweeney, is the schedule for substitute certified teachers sufficient for determining pay for a substitute principal.

Dr. Greene: Excuse me, Mr. Chair, the schedule for substitute teachers does not differentiate between certified and non certified.

Mr. Goldman: My reason for mentioning this is because in some cases the schedule for certified long term assignments could be used to determined pay in these instances. In my experience, we have used certified people in long term positions with the appropriate pay schedule.

Dr. Greene: We have discussed this in the past, but it has never been implemented.

XIX. Set Date for Next Board Meeting.  
October 15, 2009

XX. Adjourn  
On the motion by Dr. Lloyd, seconded by Mrs. Easley, the Board unanimously approved to adjourn the September 16, 2009 Regular Board meeting at 6:43p.m.  
**Motion Passed.**

