

**BROOKWOOD SCHOOL DISTRICT 167
REGULAR MEETING – JANUARY 14, 2013
BOARD ROOM – ADMINISTRATIVE & DIAGNOSTIC CENTER**

I. CALL TO ORDER

The regular meeting of the Brookwood School District 167 Board of Education was called to order by President Melinda Plott at 7:30 p.m.

Following the Pledge of Allegiance, roll call was answered by: J. Dixon, 5 Present
L. Wheeler, C. Pettis, M. Plott, and A. Taylor 2 Absent

Absent: S. Brunson, D. Birmingham

II. CITIZEN'S COMMENTS

None

III. APPROVAL OF MINUTES

The December 10, 2012 regular meeting minutes were approved.
Taylor/Wheeler

Regular
Meeting Minutes
Approved
5-0

IV. APPROVAL OF BILLS AND PAYROLL

Bills totaling \$375,621.02, the December actual payroll of \$610,250.82
and the January payroll as per agreements were approved.
Wheeler/Taylor

Bills/Payroll
Approved
5-0

V. REPORTS

A. Superintendent's Report--See attached.

B. President's Report

1. Mrs. Plott distributed a revised timeline for the Superintendent's search.
2. Mrs. Plott reported that January 24, 2013 is the deadline for the on-line survey. She invited all to participate in the on-line survey through the link on the District's website.
3. Mrs. Plott reported that there will be a special Board meeting on February 4, 2013 to discuss the results of the focus groups. There will be another special Board meeting on March 11, 2013 regarding the Superintendent's search. The regular March Board of Education meeting will be moved to March 18, 2013.
4. Mr. Dixon asked when the Board will take action on the sale of the remainder of the bonds. Dr. Hollich responded that she recently talked to Mr. Grossi and he indicated that the previous action item took care of selling the bonds in two different months. Mr. Taylor responded that he understood that the first action item gave Mr. Grossi the flexibility to sell the bonds in December and January in order to save money on the interest. Mrs. Plott responded that there was never any conversation on the issue of having two separate action items for two separate amounts. Mrs. Wheeler stated that if we don't spend all of the 15.8 million dollars, we can return the money.

5. Mrs. Plott asked the Board to pay close attention to the section in the Board policy book regarding Board conduct in and out of meetings. The Board should understand their role inside and outside the Board room. Board members have no authority outside the Board room.
6. Mrs. Plott stated that she has not seen any Board member training on PERA but the Board will need to be trained.
7. Mrs. Plott indicated that the Building and Grounds Committee has requested a special Committee for the new Brookwood Middle School. Mrs. Plott stated she would like the purpose, role, and function of this committee outlined before it is established.

C. Committee Reports

1. Mrs. Wheeler reported that the Buildings and Grounds Committee met on January 9, 2013 at 5:30 p.m. in the Middle School library. The Committee discussed the carpeting in the BMS library and reviewed the three quotes from Mr. Anderson. Mrs. Wheeler stated that the Board previously approved \$12,000 for new carpet in the BMS library.
2. Mrs. Wheeler reported the Committee had questions and concerns regarding the new Middle School. Is the District on target or are we lagging behind on building the new school. Dr. Hollich responded that a survey of the property has been ordered. The results will determine if the new building can be built on the open area next to the Middle School or if it needs to be built on the current site. In that case, the current building would have to be demolished before the new construction can begin. The new building is scheduled to open in the fall of 2015.
3. The Buildings and Grounds Committee asked about the price of the design of the new building. Dr. Hollich responded that the design price is built into the architect's fees.
4. The Building and Grounds Committee asked if the planning timeline has been completed. Dr. Hollich responded that the timeline will be dependent upon the location of the building.
5. The Buildings and Grounds Committee asked if the District will use a construction manager or the architect and a general contractor. Dr. Hollich responded that would be a Board decision. The Buildings and Grounds Committee asked who oversees the project. Dr. Hollich responded that the architect along with the Superintendent and Principal will oversee the initial drawings and changes. Mrs. Wheeler asked what people are in place? Dr. Hollich responded that the architect will work with the school board and the Superintendent, along with the Business Manager and the Director of Buildings and Grounds.
6. Mrs. Wheeler reported that the Buildings and Grounds Committee recommends a special committee for the new Middle School. The Committee also recommends that the Board review the new carpet quotes for the Middle School library and select a vendor to proceed with the carpet installation already approved by the Board. Mrs. Plott responded that the approval for the carpet was made prior to the referendum. Mr. Taylor responded that he had a problem with throwing money away on carpeting when the building is going to be torn down. Mrs. Wheeler responded that it will take another two years before the new building will be completed and the new quote is \$2,000 under what the Board had previously approved. Mr. Taylor indicated he refused to put money into a building that will be demolished in light of the District's deficit. Mr. Dixon indicated it is an issue of safety because the current carpet is frayed. Mrs. Wheeler indicated that the Buildings and Grounds Committee would not recommend anything that was not necessary. Mr. Taylor asked who was on the Buildings and Grounds Committee. Mrs. Wheeler replied: Mrs. Wheeler, Mr. Washington, Mrs. Winston,

REGULAR MEETING – JANUARY 14, 2013 Page 3

Mr. Sorsby, Mr. Meyers, and Mrs. Kirtley. Mrs. Wheeler indicated that a special committee would establish a strong and transparent process between the school board and the community. Mrs. Plott stated that focus groups will be established and she doesn't want to limit it to one group.

- 8. Mr. Dixon reported on the Finance Committee that met on December 19, 2012. The Committee discussed the 2013-2014 budget including personnel expense, expected revenue and a review of current staff. Mr. Dixon indicated there will be a reduction of \$800,000 from general state aid in 2013-2014, an expected reduction in Title I and Title II funds, and transportation may become an unfunded mandate. If the state returns teacher pensions back to the school district, that could cost the district \$450,000. The Committee also discussed ways to reduce the deficit. The next meeting of the Finance Committee will be held on January 16, 2013 at 6:00 p.m.

D. Board Member Comments

- 1. Mr. Taylor asked if possible budget scenarios will be distributed at the next Finance Committee meeting. Dr. Hollich responded yes. Mr. Dixon stated that the Finance Committee will bring recommendations to the Board regarding ways to cut the deficit. Mr. Taylor felt the Board should give the Committee some guidelines to work within. Dr. Hollich responded that both groups need to establish non-negotiables and discuss. Mr. Dixon indicated that the Finance Committee will bring ideas to the Board at the next meeting and the Board will discuss these ideas. Mrs. Plott wondered if the District could afford to offer free lunch for all and no activity fees next year.

VI. READING OF COMMUNICATIONS

There were two Freedom of Information requests regarding the names and address of persons running for the school board. Both requests have been responded to.

VII. RECOMMENDED ACTION

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| A. Diane LaFonte was hired as a paraprofessional for Brookwood Middle School effective January 18, 2013 at a salary of \$14.73 per hour for a temporary position for the remainder of the 2012-2013 school year. Nancy Nordengreen was hired as a cafeteria employee for Brookwood Junior High School effective January 15, 2013 at a salary of \$12.27 per hour. The resignation of Sara Ortiz, playground/lunchroom supervisor for Hickory Bend School, was accepted effective December 20, 2012. Taylor/Wheeler | Hired;
S. Ortiz
Resignation
Approved
5-0 |
| B. The first reading of the new Board Policy Manual was approved. Taylor/Plott | 1 st Reading New
Board Policy Manual
Approved
5-0 |

VIII. ANNOUNCEMENTS

- Tuesday, January 15, 2013--*Bilingual Parent Education Meeting, Longwood School, 6:30 p.m.*
- Wednesday, January 16, 2013--*Finance Committee Meeting, 6:00 p.m.*
- Thursday, January 17, 2013--*Parent Teacher Conferences, 12:00-8:00 p.m.; Report Cards Issued; No School*
- Friday, January 18, 2013--*Teacher Institute, 8:00 a.m.-1:00 p.m.; No School*
- Monday, January 21, 2013--*Dr. Martin Luther King's Birthday Observance; No School*
- Wednesday, January 23, 2013--*Technology Committee Meeting, 6:00 p.m., Administrative Center*
- Thursday, January 24, 2013--*Superintendent Search Focus Group, 7:00 p.m., Location TBD*
- Tuesday, January 29, 2013--*PTA Meeting, Middle School, 7:00 p.m.*
- Tuesday, February 5, 2013--*Hickory Bend Black History Costume Parade, 10:00 a.m.*
- Wednesday, February 6, 2013--*Longwood Bedtime Story Night, 6:30-8:00 p.m.*
- Thursday, February 7, 2013--*Hickory Bend/Longwood 2nd Grade Concert, 1:30 & 7:00 p.m.*
- Monday, February 11, 2013--*February Board of Education Meeting*

IX. CITIZEN'S COMMENTS

Mrs. Winston, a member of the Buildings and Grounds Committee, urged Board members to go and see the carpeting in the library at the Middle School.

Mr. Petrakos, architect, asked if the Board has made a decision on an architect. Mrs. Plott responded that the Board signed a contract with an architect several months ago.

Mrs. Plott thanked everyone for keeping our students safe.

Mrs. Wheeler announced that the next Buildings and Grounds Committee meeting is February 13, 2013 at 5:00 p.m.

X. ADJOURNMENT

The meeting adjourned at 8:52 p.m.
Taylor/Dixon

Meeting
Adjourned
All AYE

Deborah M. Young
Recording Clerk

Secretary

President

Present: R. Patterson, O. Nowels, S. Bragg, S. Price, P. Czaphowicz, S. Jackson,
T. Mapp, A. Wilson, H. Myrick-Winston, J. Petrakos, M. Myers, and C. Malone.

BROOKWOOD SCHOOL DISTRICT 167

Superintendent's Report

January, 2013

1. Dr. Hollich reported that a focus group for the new Brookwood Middle School was conducted on Thursday, January 10, 2013 with Mr. Planera and staff at Brookwood Middle School. During this meeting, lists of ideas that could be incorporated into the new school were generated. The ideas were classified as “needs” versus “wants.” Dr. Hollich will be setting dates for community focus groups.
2. Dr. Hollich reported that focus groups for the Superintendent's search will be conducted all day on January 24, 2013.
3. Dr. Hollich reported that she has asked each principal to set up a parent advisory council meeting in their building.
4. Dr. Hollich reported that Mr. Grossi is not in attendance tonight to give the five-year financial plan. There are significant changes coming in the next several months and he wanted more current information before he made his report. He will be in attendance at the February meeting to review the five-year financial plan.
5. Mr. Ziegler, Business Manager, gave a budget update. We are half way through the fiscal year. Revenues are 47% of the budgeted amount with expenses at 52% of the budgeted amount.