

Cave City School District
Board of Education Meeting
Monday, November 21, 2016
Regular Meeting
Minutes of Meeting

The Cave City Board of Educators met in regular session on Monday, November 21, 2016 at 6:00 p.m. at the Cave City High School Library.

Board Members Bobby Sanders, Wendell Saffell, Stephen Stauffer, and Dean Hastings were present.

Guests included: High School Principal Marc Walling and college students Dailyn St. John, Riley Smith, Jordan Harris, and Brady Smith.

Board President Bobby Sanders gave the welcome and called the meeting to order.

Motion made by Stephen Stauffer, seconded by Dean Hastings to approve the previous minutes. 100% approved.

Motion made by Dean Hastings, seconded by Wendell Saffell to approve the financial report. 100% approved.

No executive session was required and no personnel matters were discussed.

Other Business/Information

- Mr. Green reported that the middle school gym overspray project would hopefully be completed by the end of the week. The company reported that they had ended up needing more materials than anticipated, but the project was going fine. Mr. Green also informed the board that he anticipated that Dennis Neal and his crew would begin work on resurfacing the walls and floor of the girl's bathroom in the middle school gym lobby on Wednesday. This project would also hopefully be complete by the first of December.

Board President Bobby Sanders tentatively set the December meeting for Thursday, December 15th at 5:30 in the middle school library. Dean Hastings made the motion to adjourn, seconded by Wendell Saffell at 7:35 p.m. 100% approved.

Date _____

Board President: _____

Board Secretary: _____

Cave City School District
Board of Education Meeting
Monday, October 10, 2016
Regular Meeting
Minutes of Meeting

The Cave City Board of Educators met in regular session on Monday, October 10th, 2016 at 7:00 p.m. at the Cave City High School Library.

Board members present were Bobby Sanders, Jon Patterson, Donald Simmons, Stephen Stauffer, Ashley Beller, and Wendell Saffell. Guests included: Administrators Jamie King, Marc Walling, and Booster Club Members Kirby Smith, Carlee Burrow, Keary Dale Landers, Eddie Walling, and Zachary Slagley.

Board President Bobby Sanders gave the welcome and called the meeting to order.

Motion made by Stephen Stauffer, seconded by Ashley Beller to approve the previous minutes. 100% approved.

Motion made by Donald Simmons, seconded by Wendell Saffell to approve the financial report. 100% approved.

At this time, the board began the proceedings for an expulsion hearing for a high school female. After his inquiry as to whether the student or his representative was in attendance, Mr. Sanders declared the meeting "open" since they were not present. Mr. Green recommended that the student be expelled for one calendar year and handed each member a packet that included an incident report written by High School assistant principal Jamie King. The Board reviewed the materials and listened to Mr. King's account of the incident. Coach King reported that on September 28th, a high school student reported that someone had put some things in their locker. After retrieving the items, Coach King asked Mr. Walling to witness his looking into a purse to see if he could identify the owner. While looking, a plastic bag containing a green leafy substance was found. Upon figuring out the owner of the purse, she was called into the office for questioning. She admitted that the purse and drugs were hers and that she had brought it to school. School Resource Officer David Edwards and the student's mother were notified. Officer Edwards issued her a citation for possession of a controlled substance (marijuana) and released her to her mother. Motion made by Donald Simmons to support the Superintendent's recommendation. Seconded by Stephen Stauffer. 100% approved.

The next item on the agenda was an informative presentation by Mr. Kirby Smith of the Cave City Booster Club. Mr. Smith updated the board on the many upgrades that had been made at the summer fields and commended Mr. Keary Landers, in particular, for volunteering to mow and keep the fields in such great shape. He then shared with the Board their latest and most productive fundraiser "The Banner Program". Mr. Smith said that by collaborating with the School's Athletic Director Russell Fowler, they had come up with a fundraiser that would benefit the Boosters and the School's Athletic

Department. He further explained that the Boosters had gone out into the community and sold 3x5 banners to local businesses, churches, and individuals as an advertisement of their support of the club. Mr. Smith and Coach Fowler worked together to arrange that the banners would be displayed on booster club fields during the summer season, but would also be moved inside the gym during basketball season and onto the football fences during football season. To help the athletic department, the Booster Club agreed to donate as much as half of the profits from the banner sales to the Cave City Schools Athletic Department. The Board expressed appreciation to Mr. Smith and the Boosters in attendance for their support of the school and in particular their efforts for the children and offered their support of the program.

The next item for discussion was the upcoming annual school boards association conference in Little Rock. It will be held in the Marriott (formerly Peabody) from December 7-9. Mr. Green reported that Mr. Simmons would graciously serve as our delegate and be there December 7th to represent the district. He said he would need to complete room reservations and conference registrations soon for those interested in going.

Motion made by Jon Patterson, seconded by Stephen Stauffer to approve Mr. Green's recommendation to accept a letter of resignation from Brittany Morgan effective October 18 due to her taking another opportunity at a trucking company. Brittany worked in food service. (100% approved):

Other Business/Information

- Congratulations to Coach Nikki Amos, Coach Ila Higginbottom, and our tennis teams for their recent success at their district tournament at Lyon. We achieved the highest honor possible. We are District Champs in BOTH girls and boys. **Aly Landers** was the singles champion in girls. The doubles teams of **Colton Durham and Taylor Asberry** were boy's doubles champions. Our Doubles teams of **Courtney Edwards and Violet Hastings and Tristen Rider and Willie Ybanez** were runners up. The entire aforementioned have now qualified for the State Tournament in Russellville on October 17-18.
- Fall Festival at Cave City on Friday, **October 28th**.
- Arkansas School Boards Association Conference **Dec. 7-9** in Little Rock.
- Friday, November 4th is our annual Grandparents Breakfast for K-8.

Board president Bobby Sanders tentatively set the next board meeting for November 21st at 6:00 in the high school library. Wendell Saffell made the motion to adjourn, seconded by Donald Simmons at 7:47 p.m. 100% approved.

Date _____

Board President: _____

Board Secretary: _____

Cave City School District
Board of Education Meeting
September 26, 2016
Regular Meeting & Annual Report to the Public
Minutes of Meeting

The Cave City Board of Educators met in regular session on Monday, September 26th, 2016 at 7:00 p.m. at the Cave City High School Library.

Board members present were Jon Patterson, Dean Hastings, Wendell Saffell, Stephen Stauffer, Ashley Beller, Bobby Sanders and Donald Simmons.

Guests included: Administrators- Marc Walling, Kerry Huskey, Vicki Musick, Mark Smith, and Jamie King; Also attending were Julie Johnson, Tracy Jones, Jeremy & Amber Fore, Carlie Burrow, Amanda Stout, Greg & Christine Cunningham, Angie Patterson, and members of the Cavemen Football Team.

Board President Wendell Saffell welcomed all in attendance, and then called the meeting to order.

Motion made by Bobby Sanders, seconded by Jon Patterson to approve the previous Board minutes. 100% approved.

At this time, President Saffell amended the agenda to allow one of the football team members to speak on behalf of the team members there. The young men spoke on behalf of and in appreciation of their head coach. Members of the Board thanked them for their positive comments and appreciated them for coming to the public meeting.

At this time in the meeting, Mr. Green welcomed those attending and proceeded with the Annual Report to the Public.

Agenda for Annual Report to the Public & Facilities Meeting

1. Steven Green
 - Welcome
 - Student Enrollment and Staff
 - Introduction of the Board
2. Kerry Huskey
 - Federal Programs & School Improvement
 - Equity Statement
3. Vicki Musick
 - Cave City Elementary performance & progress towards goals.
4. Marc Walling
 - Cave City H.S. performance & progress towards goals.
6. Mark Smith
 - Cave City M.S. performance & progress towards goals.
7. Julie Johnson
 - Report on Technology
 - Review of CIPA Policy as per E-Rate Regulations

The Neighborhood Children's Internet Protection Act (PL 106-554, 47 USC 254 (h) (l)) requires districts to hold at least one public hearing on its proposed Internet safety policy.

8. Steven Green

--Notices as required by the Law.

-Accreditation

-Statement of Asbestos Plan.

-Statement of Beverage Contract.

-Statement of goals & objectives of SNPAA
Committee (Act 1220 of 2003)

-Child Find & 504 Services, Foster Care Liaisons

-Gifted and Talented

- Parent Involvement & Bullying policies

-Board Member In service Hours

-Facilities & Master Plan (Future Projects)-

Mr. Green reported the following: " We upgraded our middle school cafeteria with new ceiling tiles and hired a contractor to completely sand and paint our walls. We also contracted Dennis Neal to resurface three of our middle school bathrooms and we added new fixtures as part of the upgrade. We hired Aaron Davis and Carpet Corner to install new bathroom tile in our 4th/5th grade restrooms and added new fixtures there as well. We hired Keary Dale Landers to paint the middle school gym lobby and out in the bleacher area as well. We hired Nick Buoni to resurface three of our tennis courts and we added a new awning for our fans to be able to watch in the shade. We are working with the Evening Shade Fire Department and County Judge Larry Brown to take down the old Evening Shade high school and have debris removed. As Julie mentioned, we are completing total upgrades to our telephone and intercom system for the safety of our children at a lesser cost to our district. We just completed a total upgrade to LED lighting district wide, which should reduce our district electric costs while providing a softer light in the classroom and a great improvement in our middle school gym. And we hope to start soon an overspray project in our middle school gym, to brighten the facility and in addition provide additional insulation. Most recently, volunteers put in a lot of work adding a new tailgate area on the north side of our of football stadium. We also added an LED light there as well for safety. Potential future projects include phase 2 of our Middle school bathroom refurbishing; painting locker rooms in the middle school gym; someday adding a safe room to the high school side if federal funds come available in the future. Possibly adding a football weight room on the back side of the gym.

Motion by Donald Simmons, seconded by Ashley Beller to approve the financial report.
100% approved.

The Board re-organized as follows for the 2016-2017 Term: Bobby Sanders, President; Jon Patterson, Vice-President; and Donald Simmons as Board Secretary. It was established that signatures for Mr. Sanders and Mr. Simmons would now be used by the district on checks and other documents where board signatures are required. The Superintendent and Board thanked Mr. Saffell for serving as President the previous year. Mr. Sanders then presided over the rest of the meeting as acting President.

The next item on the agenda was the approval of the Annual Financial Report and the Budget for the 2016-2017 School year. Mr. Green took a moment to recognize Mrs. Lisa Albertson and Mrs. Margaret Beever for all their hard work and dedication in preparing the Annual Financial Report and Budget, before presenting it to the Board. Mr. Green informed the board that the Cycle 1 report will be submitted electronically to the State Department before the September 30th deadline. Mr. Green also informed the Board that the budget included a \$750 “Black Friday Bonus” for each employee contracted as of November 1, 2016. The Board had directed Mr. Green during summer meetings to evaluate excess funds in the building fund for the raise. The Board approved transferring funds from the building fund to cover the cost of the bonus if needed. Motion by Donald Simmons to approve the AFR&B for 2016-2017 and transfer, seconded by Stephen Stauffer. 100% approved.

Motion made by Donald Simmons, seconded by Stephen Stauffer to approve the 2016-2017 Special Education Budget, as prepared by Rita Philips (special education coordinator) which is to be submitted electronically as well, before the September 30th deadline. 100% approved.

Motion made by Wendell Saffell, seconded by Jon Patterson to approve the 2016-2017 School Improvement Plan, Equity Report, Minority Teacher-Administrator Recruitment Plan, and State and Federal Program Assurances. 100% approved.

Motion made by Jon Patterson, seconded by Stephen Stauffer to approve the following resolution as required by Act 1120 of 2013. 100% approved.

RESOLUTION

5% Salary Increase Review

Arkansas Code Ann. 6-13-635 et seq.

Whereas the Cave City School District Board of Directors met in a regular, open, and properly called board meeting on September 26, 2016, in the Cave City High School Library at 7:00 p.m.

Whereas all seven members were present, a quorum was declared by the Board President.

Whereas, the superintendent has identified all changes from last school-year's published salary schedule, and has identified and presented the Board of Directors with each employee's salary increase of 5% or more as required under A.C.A. § 6-13-635 and created a spreadsheet explaining each;

Therefore, the Cave City School District Board of Directors approves and resolves that the spread sheet including those explanations are a factual representation of the raises given for the 2015-2016 school-year.

***See Attached Cognos Spreadsheet from September 15 or later.**

Superintendent

Date

Board President

Date

Board Secretary

Date

At this point in the meeting, the board went into executive session to take action on personnel. After returning from session, motion made by Stephen Stauffer, seconded by Jon Patterson to approve Mr. Green's recommendation to

- To hire Officer David Edwards to teach a criminal justice class for \$4,534.29 per year.
- To hire Michelle Barnes as a 5 hr. high school special education aid and Whitney Turner Dickey as a full time elementary special education aid.
- To hire Heather Marie Pratt as middle school custodian on a 240 day contract.
- To hire Teresa Brown as a replacement for Ms. Pratt in the lunchroom.
- To accept a letter of resignation from middle school teacher Sara Moore effective October 14th and to hire Mr. Ed Turnbough as a full time teacher to take her place.
- To increase Lisa Qualls hours as lunchroom manager from 7 hours to 8 hours per day and make the adjustment on the salary schedule retroactive to August 8.
- To approve the reimbursement to newly hired bus drivers for the driver course test and training as part of UACCB's School Bus CDL training program, including those who completed the course and were hired in August, 2016.

All 100% approved.

As part of Other Business

Motion made by Donald Simmons, seconded by Wendell Saffell to approve a quote from Dennis Neal to complete the next phase of our middle school bathroom remodels for \$16,170 to upgrade three girls bathrooms and two faculty restrooms. Mr. Neal is part of the TIPS/TAPS program. 100% approved

Motion made by Ashley Beller, seconded by Stephen Stauffer to trade in our 2005 Uplander and use capital outlay to purchase an additional 7 passenger 2015 Dodge Journey from Charles Landers Auto Sales for \$17,000. 100% approved

Good News & Information:

- Congratulation to Cheyenne Gilliam on being elected to a statewide 4-H office!
- Congratulations to Mrs. Darla Holley for being recognized by KAIT Channel 8 as teacher of the month!
 - Fall Festival at Cave City on Friday, **October 28th**.
 - Arkansas School Boards Association Conference **Dec. 7-9** in Little Rock.
 - Board Member training is tentatively scheduled for **October 13th & October 27th**.
 - Grandparent's Breakfast will be on November 4th.

Comments from the Public: Parents Tracy Jones, Christine Cunningham, Jeremy Fore, and Angie Patterson individually addressed the board to make positive comments about the Football Program in general and to specifically compliment Coach Joey Moseley for not only improving the program, but for also his meaningful relationship with each of their respective children.

Stephen Stauffer made the motion to adjourn, seconded by Donald Simmons at 8:55 p.m. 100% approved.

Date _____

Board President: _____

Board Secretary: _____

Cave City School District
Board of Education Meeting
Monday, August 11, 2016
Regular Meeting
Minutes of Meeting

The Cave City Board of Educators met in regular session on Thursday, August 11th, 2016 at 7:00 p.m. at the Cave City High School Library.

Board members present included Donald Simmons, Jon Patterson, Stephen Stauffer, Dean Hastings, Ashley Beller, and Wendell Saffell.

Guests included: Administrators Jamie King, Marc Walling, Mark Smith, and Vicki Musick; parents Joe and Brittany Adams.

Board President Wendell Saffell welcomed everyone and called the meeting to order.

Motion made by Stephen Stauffer, seconded by Ashley Beller to approve the previous minutes. 100% approved.

Motion made by Donald Simmons, seconded by Jon Patterson to approve the financial report. 100% approved.

At this time. Mr. Green introduced new employees new to the district who had dropped in after open house. New employees include:

- **Jackie Arnold- Elementary Teacher**
- **Randy Jones- Agri Instructor**
- **Ramona Leddy- Middle School Teacher**
- **Whitney McSpadden- Elementary Teacher**
- **Katie McKinney- ABC teacher**
- **Josh Poff- Band Director**
- **Jamie Price- High School Science Teacher**
- **Carlee Qualls- Elementary Teacher**
- **Jim Summers- Boys Basketball Coach**
- **Melissa Provence Taylor- Elementary Teacher**
- **Rita Wycough- Elementary Counselor**
- **Sara Vinson- ABC Aide**
- **Emily Gates- ABC Aide**
- **Beverly Ramsey- lunchroom**
- **Nancy Curtis Woodall- lunchroom**
- **Steven Staggs- bus driver**

At this time in the meeting, the board set the date for the Annual Public Meeting and Regular September Board Meeting for Monday, September 26th in the High School Library. The time was tentatively set as 7:00 p.m.

Motion made by Dean Hastings, seconded by Jon Patterson to approve legal transfers for a 9 year old boy to attend Cave City from Batesville, and a 14 year old boy to attend Cave City from Highland. They also allowed 5 and 10 year old girls to attend Highland who lived in the Cave City District. 100% approved.

Motion made by Stephen Stauffer, seconded by Dean Hastings to approve Food Service Director, Elaine Nix's recommendation to raise Adult breakfast to \$2.05 from \$2.00. The nickel increase was based on requirements from Child Nutrition.

Motion made by Donald Simmons, seconded by Stephens Stauffer to accept a proposal from Air Flo Company of Pocahontas, Arkansas in the amount of \$27,135 for a Middle School Gym Overspray Project. The purpose of the project is spray an additional ½" of sonospray over existing ceiling and walls to give the gym a much improved upgrade in appearance. The portion of the gym over the south bleachers (where the insulation has fallen down) will be scraped off, primed and then re-sprayed. The project was advertised in the paper and Air Flow was the only bidder. Mr. Green informed the board that they had included the necessary performance bond required by the state and that the insulation manufacturer would provide a 10 year warranty on all parts where the primer is applied to the metal. On the portion of the roof where we would be applying the insulation over the existing insulation it would not have any warranty because they cannot guarantee the material it is being sprayed to is attached permanently. 100% approved.

At this time the Board went into executive session for the purpose of discussing possible actions related to personnel. After returning from executive session, motion made by Dean Hastings, seconded by Stephen Stauffer to approve the following recommendations by Mr. Green:

- To hire **Becky Sisk** as Channel 6 Director/KVMN Community Coordinator.
- To make **Ben Johnson** Radio Station manager and put him on a 12 month contract.
- To accept the resignation of **Brittany Ward** as an elementary teacher.
- To accept the resignation of **Brian Henley** as bus driver.
- To hire **Steve Staggs** as bus driver.
- To accept the resignation of **Lettie McCloud** effective September 30th.
- To hire **Kathy Milligan** and **Amber Brown** as Special Education aides for two students.

All 100% approved.

In other business, Motion made by Dean Hastings, seconded by Donald Simmons to approve Technology purchases to IT Savvy for \$9,674.84 for a Chromebook Charging Cart, and \$24,666.55 for 100 new Chromebooks for Elementary. This request was made by Tech Coordinator Julie Johnson, who addressed the board, saying they were needed for State Required Testing. 100% approved.

At this time, Elementary Principal Vicki Musick addressed the board to gain their input regarding the purchase of textbooks for a K-5 Reading Program and also an additional Professional Development Program for Reading and Spelling. Motion made by Ashley Beller, seconded by Donald Simmons to approve the purchase from Houghton Mifflin Harcourt in the amount of \$80,687.09 for the six year reading program and an investment of \$14,000 to Reading and Language Arts Center, Inc. for Professional Development and Starter Kits for their Phonics First Program. 100% approved

Board President Wendell Saffell reminded the board that the September meeting was tentatively set for September 26 at 7:00 in the High School Library. Dean Hastings made the motion to adjourn, seconded by Donald Simmons at 6:57 p.m. 100% approved.

Date _____

Board President: _____

Board Secretary: _____

Cave City School District
Board of Education Meeting
Monday, July 14, 2016
Regular Meeting
Minutes of Meeting

The Cave City Board of Educators met in regular session on Monday, July 14th, 2016 at 7:00 p.m. at the Cave City High School Library.

Board members were present were Ashley Beller, Donald Simmons, Bobby Sanders, Jon Patterson, Dean Hastings, Stephen Stauffer, and Wendell Saffell. Guests included: Administrator Marc Walling, Scott Beardsley, and Kathy Hodges- teacher.

Board President Wendell Saffell gave the welcome and called the meeting to order.

Motion made by Stephen Stauffer, seconded by Jon Patterson to approve the previous minutes. 100% approved.

Motion made by Donald Simmons, seconded by Dean Hastings to approve the financial report. 100% approved.

At this time, the Board heard a report from Mr. Scott Beardsley, Senior Vice President of First Security Beardsley Public Finance. Mr. Beardsley reported that the bond refinance approved at the previous board meeting had been a huge success. He had attained a rate of 1.589072% from Raymond James & Associates, Inc on the \$5,605,000 bond sold. He estimated that the district would save \$555,243.94 over the life of the bond issue. He reported that they had also received the following other bids: FTN Financial Capital Markets bid 1.604%; Ross Sinclair & Associates bid 1.633654%; Simmons First Investment Group, Inc. bid 1.783264%; and SunTrust Robinson Humphrey bid 1.946125%. The Board commended Mr. Beardsley for his efforts in representing the district as our financial advisor and thanked him for the good bid. Motion made by Bobby Sanders, seconded by Dean Hastings to adopt the resolution authorizing the issuance and delivery of the \$5,605,000, Cave City School District 2-A of Sharp County, Arkansas, Refunding bonds dated July 1, 2016 and other documents pertaining thereto as prepared by the Friday, Eldredge & Clark Law Firm. 100% approved.

Motion made by Donald Simmons, seconded by Stephen Stauffer to employ First Security Beardsley Public Finance as Financial Advisor for a period of three (3) years effective as of the date of adoption. 100% approved.

Mr. Green informed the Board that the district was still in need of bus drivers to fill open routes but he had no recommendations at this time. He hoped to have acceptable applications by the August 11 meeting. He reminded the board that August 11 was our traditional inservice breakfast followed by open house from 2-6 and the board meeting at 6. First day of school is August 15 this year.

Board President Wendell Saffell, set the August meeting for August 11th at 6:00 in the Middle School Library in conjunction with our District wide Open House. Stephen Stauffer made the motion to adjourn, seconded by Jon Patterson at 6:30 p.m. 100% approved.

Date _____

Board President: _____

Board Secretary: _____