

HOLMES COUNTY SCHOOL BOARD  
WORKSHOP  
JUNE 6, 2017

The Holmes County School Board held a Workshop on Tuesday, June 6, 2017 at 5:00 p.m. in the Board Room at 701 East Pennsylvania Avenue in Bonifay. Board Members present: Sid Johnson – Chair, Shirley Owens – Vice-Chair, Rusty Williams, Wilburn Baker and Alan Justice. Also present: Superintendent Terry Mears, Board Attorney Jeff Goodman, Administrators Buddy Brown and Donnita Butorac, Directors Melissa Baxley and Phillip Byrd, Finance Officer Kelly Leavins, Principal Brian Morgan and Resource Officer Joey McCaskill.

Discussion included:

- A) Transportation/Personnel Director Position
- B) Revenues and expenditures, cost decreases/increases and 2016-2017 Salary Schedule
- C) Staffing Plans - PDLH
  - Request for Curriculum Coordinator position at PDLH to become two part-time positions - one part-time Curriculum Coordinator position and one part-time Testing Coordinator position
- D) Blackboard Connect
  - Upgrade to include Apple/Android app for Holmes County Schools
- E) Draft Contract Regarding BES Purchase
  - Real Property Purchase and Sale Agreement; closing set for August 31, 2017
  - First Right of Refusal Clause
- F) Funds from Sale of BES
- G) Insurance rebate and liability insurance
- H) Bus Needs
  - Blue Bird quote for four buses over next five years
- I) All-Night Sing at Memorial Field
  - Usage agreement
  - Separate agreement with Kiwanis for parking
- J) 2017-2018 Code of Conduct
  - Policy changes

The workshop concluded at 5:54 p.m. and the Board took a break before the Regular Session began.

HOLMES COUNTY SCHOOL BOARD  
REGULAR SESSION  
JUNE 6, 2017

The Holmes County School Board met in Regular Session on Tuesday, May 2, 2017 at 6:00 p.m. in the Board Room at 701 East Pennsylvania Avenue in Bonifay. Board Members present: Sid Johnson – Chair, Shirley Owens – Vice-Chair, Rusty Williams, Wilburn Baker and Alan Justice. Also present: Superintendent Terry Mears, Board Attorney Jeff Goodman, Administrators Buddy Brown and Donnita Butorac, Directors Melissa Baxley and Phillip Byrd, Finance Officer Kelly Leavins, Principal Brian Morgan and Resource Officer Joey McCaskill.

Chair Johnson called the regular scheduled meeting to order and the adoption of the amended agenda. Rusty Williams moved to approve the agenda as amended, second by Shirley Owens which passed unanimously.

RECOGNITION –

- High School Guidance Counselors Lindsey Smith, Sandra Bell, Heather Bailey, and Sheila Bailey, and District Curriculum Administrator Pamela Price were recognized for their dedication to the graduating Class of 2017.

FACILITIES –

- A. BLACKBOARD CONTRACT – Rusty Williams moved to approve, second by Wilburn Baker which passed unanimously. S. min. p. \_\_\_\_
- B. SURPLUS PROPERTY – A grain bin at Holmes County High School’s agriculture farm was presented to be declared surplus and traded for a pole barn to be built on the existing slab. Shirley Owens moved to approve, second by Alan Justice which passed unanimously. S. min. p. \_\_\_\_

ADMINISTRATIVE PROGRAMS –

- A. OVERNIGHT/OUT OF STATE TRIPS – HCHS Yearbook to Auburn, AL; HCHS FBLA to Anaheim, CA – Alan Justice moved to approve, second by Shirley Owens which passed unanimously. S. min. p. \_\_\_\_

The Consent Agenda was unanimously approved on a motion by Rusty Williams and second by Alan Justice as follows: Invoices, Warrant List, P.O.’s over \$3000, Budget Amendments, 05/10/17 Special Session Minutes and 05/16/17 Workshop and Regular Session Minutes. S. min. p. \_\_\_\_

PERSONNEL – Superintendent Mears made the following recommendations:

ACCEPT the resignation from employment on the following (for retirement):  
Joseph Roberts, Custodian/Bus Driver Bonifay Middle School, effective September 1, 2017 at 7:30 a.m.  
Ralph L. Forehand, ESE Teacher Holmes County High School, effective August 4, 2017 at 7:30 a.m.  
Acey E. Ward, Bus Driver Bethlehem High School, effective June 30, 2017 at 3:30 p.m.

HIRE Bill Helms as a WINGS Bus Driver for Summer 2017.  
HIRE Joann Simmons as a WINGS Bus Driver for Summer 2017.

HIRE Matthew Tate as Principal at Poplar Springs School, effective July 1, 2017 for the 2017-2018 school year.

AMEND Casey Harrington from Aide III to Aide II at Bonifay Elementary School, effective May 17, 2017.

OPEN and ADVERTISE a Part-Time Curriculum Coordinator position for Ponce de Leon High School.

OPEN AND ADVERTISE a Part-Time Testing Coordinator position for Ponce de Leon High School.

ADVERTISE a Driver’s Education Teacher position to serve four high schools for the 2017-2018 school year.

AMEND the Transportation/Personnel Administrator position to a Transportation/Personnel Director position and advertise.

APPROVE the 2016-2017 Salary Schedule

Chair Johnson requested to consider the following Personnel Recommendation item as separate: AMEND Personnel/Transportation Administrator position to Human Resources/Transportation Director position

and request permission to advertise. Shirley Owens moved to approve the Superintendent's Personnel Recommendations (with the exception), second by Rusty Williams which passed unanimously. S. min. p.

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Alan Justice moved to approve the Superintendent's Recommendation to AMEND the Transportation/Personnel Administrator position to a Transportation/Personnel Director position and advertise, second by Rusty Williams; the motion passed 3-2 with Alan Justice, Wilburn Baker and Rusty Williams voting yes; Shirley Owens and Sid Johnson voting no.

#### FEDERAL, STATE PROGRAMS OR PROJECTS

- A. MOU BETWEEN THE FLORIDA DEPARTMENT OF HEALTH AND HDSB – Alan Justice moved to table, second by Wilburn Baker which passed unanimously.

Rusty Williams made a motion to cancel the July 4<sup>th</sup> Regular Session due to Independence Day, second by Wilburn Baker which passed unanimously.

With no further business in the Regular Session, Rusty Williams moved to adjourn, second by Alan Justice which passed unanimously. The Regular Session adjourned at 6:25 p.m.

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Sidney M. Johnson, Chairman

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Terry L. Mears, Superintendent