REGULAR BOARD MEETING
MARVELL-ELAINE BOARD OF DIRECTORS
MARVELL-ELAINE SCHOOL DISTRICT
MONDAY, APRIL 17, 2017

Members Present:
Mr. Clyde Williams Mrs. Pam Holder Mrs. Aremedia Lee Mr. Larry Prowell

Members Absent: Mr. Roscoe Albert Mr. Justin Cox

I. CALL TO ORDER

The Meeting was called to order at 7:08 p.m. in the administration building by Board President, Mr. Clyde Williams.

II. APPROVE MINUTES OF REGULAR MARCH 13, 2017 MEETING / REVIEWED FINANCIAL STATEMENTS AND APPROVE AND PAY CURRENT BILLS

After a brief review of the minutes, a motion was made by Mr. Prowell and seconded by Mrs. Holder to approve the minutes as written and approve the financial statements and pay current bills. The motion carried unanimous.

III. INFORMATIONAL

A. STUDENT OF THE MONTH

Isaiah Young is a 9th grade student at MEHS and was recognized as the April Student of the Month. He will receive a calculator donated by Texas Instruments.

B. SCHOOL BASE HEALTH CENTER SITE VISIT

Dr. Cottoms informed the Board that there will be a site visit on April 24, 2017 at 11:00am. All board members are invited to attend. We will meet in the Administration Office first then go over to the high school and look at the proposed site for the School Based Health Center.

C. FORTY FIVE DAY PLAN

Dr. Cottoms stated that our 45 day plan is required for our High School which is in academic distress. Mrs. Smith, our school improvement specialist will present information regarding our 45 day plan for the 3rd quarter.

Mrs. Smith stated that this will be a brief synopsis concerning the 45 day plan. It is mandated that we complete this plan every quarter because we are designated as a priority school. As you can see, we are required to submit the plan to the Department of Education each quarter (9weeks).

As you look at the plan you will see the 1st Qtr, 2nd Qtr, and 3rd Qtr and so on. As you look at the plan page one has our growth goals. We asked the leadership team to come up with some growth goals for our students based on the ACT Aspire testing. Page 2 is for the principal's narrative. Mr. Hobbs along with the leadership team included a narrative for the 1st and 2nd qtr. Page 3 through 6 is the leadership narrative. The leadership team's primary focus during the 3rd qtr was on curriculum. We are currently working with Great Rivers Educational Cooperative to get our curriculum aligned for the upcoming school year. We have been meeting on Saturdays and during the day as well to discuss our goals and focus. Page8 lists the enrollment data and also the discipline data. The enrollment for the 7th through 12th grade students fluctuated by one or two students. As you can see, the discipline referrals have increased in 8th and 12th grade. All other grade level discipline referrals have decreased. The total discipline referrals for 2nd qtr were 123 and the total for 3rd qtr was 102. Page 10 is for Attendance. Page 11 and page 12 contains the Math and Language Arts Data. During the 3rd qtr, there were some increases and some decrease in the number of students that were making D's and F's in Math. If 30% of that class is making those grades then Mr. Hobbs has a conference with the teacher to identify the problem. Page 15 is the Summary of Educators' Student School Survey data. Each qtr the students, along with the teachers complete a survey. Page 17 shows the ACT Aspire data. Also included in the information is the School Performance Report which compares the MESD students with other students in the state.

IV. ACTION ITEMS

A. 2017-2018 CALENDAR

Dr. Cottoms stated that the Board had already approved the calendar at the last meeting. However, it was revisited by the PPC per the request of Mr. Hobbs. Dr. Cottoms wants to table this until next meeting. Motion was made by Mr. Prowell and seconded by Mrs. Lee to table the calendar. Motion carried unanimous.

B. 2017-2018 SALARY SCHEDULES

Dr. Cottoms recommend the board approve the 2017-2018 salary schedules with no changes. A motion was made by Mr. Prowell and seconded by Mrs. Lee. Motion carried unanimous.

C. 2017-2018 CERTIFIED AND CLASSIFIED PERSONNEL

Dr. Cottoms recommended the Board approve the classified and certified personnel as listed for the 2017-2018 school year. Mr. Prowell asked would everyone be in the same capacity that they were in during the previous school year. Dr. Cottoms stated yes. A motion was made by Mr. Prowell to employ all certified and classified employees as listed. The motion was 2nd by Mrs. Holder. The motion carried unanimous.

D. EVALUATION FOR ATHLETIC COACHES

The evaluation for athletic coaches was proposed by Mr. Hobbs. It has been reviewed and approved by the PPC. Mr. Prowell asked if the Athletic Director would be doing the evaluation or would the principal do it. Dr. Cottoms stated that the principal would conduct the evaluation. Mrs. Holder asked how often the evaluation is done. Dr. Cottoms stated it is completed annually. Motion was made by Mrs. Lee and seconded by Mr. Prowell to approve the evaluation for athletic coaches. The motion carried unanimous.

E. FOOD SERVICE MANAGEMENT COMPANY BIDS

Dr. Cottoms reminded the Board about getting bids to outsource our cafeteria for the 2017-2018 school year. We had only 2 companies submit the bids. They were OPAA and Aramark. The principals, cafeteria supervisor and Dr. Cottoms met this morning to discuss the bids. Based on the clarity, simplicity, organization, and the financial savings projected for our District, we recommend OPAA as the Food Service Management Company for the 2017-2018 school year. OPAA has projected a savings of $15,000. IF we are not happy with them at the end of the school year we are able to either rebid the services or go back to managing the food service department through the District. All staff will still have their jobs through the District. OPAA purchases food in bulk. They have a variety of meal plans and are very simple. Dr. Cottoms told the board that last year the food service fund ended in the red mainly due to students not wanting to eat in the cafeteria. A motion by Mrs. Lee to approve the bid from OPAA for the Food Service Management Company for the 2017-2018 school year. The motion was seconded by Mr. Prowell. Motion carried unanimous.

F. RESOLUTION RE: ELAINE HIGH SCHOOL DONATION TO ELAINE ALUMNI

No action was taken.

G. AUDIT FOR 2015-2016 SCHOOL YEAR

Dr. Cottoms explained to the Board that we have one audit finding and it is an internal control regarding segregation of duties. The management letter finding is regarding a wireless use security policy. This policy has already been written and will be in place before the next audit.

V. ASBA SOUTHERN REGIONAL LEADERSHIP CONFERENCE

Dr. Cottoms informed the board that the ASBA southern regional leadership conference will be held in Hot Springs on July 16-18, 2017. Please let us know if you are interested in attending so we can get registration done for you.

Dr. Cottoms explained to the board that Mr. Sims had brought in a proposal to cut down 6 pine trees at the High School for $525. Mrs. Holder suggested we table this item until we know what trees he wants to cut down. NO action was taken.

There being no further business, the meeting was adjourned at 7:40 p.m.

Clyde Williams — 04.24.2017

Signature (Board President – Mr. Clyde Williams) — Date

Pam Holder — 04.24.2017

Signature (Board Secretary – Mrs. Pam Holder) — Date