

## MENA SCHOOL BOARD MEETING

**AUGUST 19, 2014**

### MINUTES

The Mena School Board met in regular session on Tuesday night, August 19, 2014, in the Administration Building Board Room, with the following members present: Will Robbins, Kyle Cannon, Edd Puckett, Judith Roberson, Robert Hines, and Brian Kesterson. Clint Montgomery was absent.

President Will Robbins called the meeting to order and asked Robert Hines to open the meeting with prayer.

Minutes from previous Board meeting were reviewed. Judith Roberson made a motion to approve the minutes. Kyle Cannon seconded the motion and motion carried 6-0.

Mr. Weston asked to forgo his Superintendent's Report and move on to the Agenda.

Mr. Weston discussed several projects underway including renovations at Louise Durham Elementary, sidewalks at Mena High School, and leaking roofs. Some of the roof repair could be covered under warranties and that is being investigated.

Mr. Weston received a quote from Farm Bureau to cover 16 buses with full coverage insurance rather than just liability. Mr. Clark from Farm Bureau proposed a bid of \$1,896.98, to cover the 16 buses with full coverage. This amount is in addition to our yearly premium approved earlier. Judith Roberson made a motion to cover the 16 buses with full coverage insurance. Kyle Cannon seconded the motion and motion carried 6-0.

After discussion, Kyle Cannon made a motion to purchase two used buses in the amount of \$99,800. Edd Puckett seconded the motion and motion carried 6-0.

Mr. Weston added broad band update to the agenda stating Aleshire Electric proposed installation of 2" conduit with long sweep 90 from one IT room to the other at Mena High School for the sum of \$1,880.00. Kyle Cannon made a motion to approve Aleshire Electric installing the 2" conduit at Mena High School. Robert Hines seconded the motion and motion carried 6-0.

Moving on to Pre-school liability insurance, Mr. Weston explained our need to have pre-school liability insurance for our new pre-school class. Our current insurance carrier is the Arkansas School Board Association and they submitted a bid in the amount of \$1,560 annually beginning July 1, 2014 thru July 1, 2015. The provider of the coverage will be Bancorp South. Robert Hines made a motion to accept the pre-school liability bid in the amount of \$1,560. Kyle Cannon seconded the motion and motion carried 6-0.

During the copier discussion, Mr. Weston presented the board with the need of copiers at Louise Durham and Mena Middle School. Wight Office Machine of Fort Smith presented proposals to purchase or lease copy machines. Mr. Weston expressed his desire to phase new copiers in to the district as needed. After comparisons, Judith Roberson made a

motion to approve leasing copiers from Wight Office Machine. Kyle Cannon seconded the motion and motion carried 6-0.

American Fidelity is a company Mr. Weston wants to come in and explain benefit and cafeteria plans to our employees. Mr. Weston explained to the Board the current benefits company has not been able to meet effectively with our employees in the recent years. Kyle Cannon made a motion to have American Fidelity speak and assist the district employees with their benefit and cafeteria plan needs. Robert Hines seconded the motion and motion carried 6-0.

Mr. Weston read a letter received from Tony Wood, Commissioner of Education, approving our contract with Union Bank for the District's checking account and also approving the placement of CD's with Union Bank when they offer the best rate of return.

Environmental Safety and Compliance, Inc. is a company out of Dover, Arkansas. Mr. Weston explained ESCI would inspect the district to make sure we are in compliance with state and federal regulations. The yearly fee for ESCI's compliance service package is \$2,800. Judith Roberson made a motion to hire ESCI. Robert Hines seconded the motion and motion carried 6-0.

Our standards review visit is scheduled for November 20<sup>th</sup>. The reviews are conducted every four years. No action was taken.

Mr. Weston stated after closing period 13, there is a need to transfer \$221,417.00 to fund 3005. A portion of this money would pay for the two buses previously approved. Robert Hines made a motion to transfer \$221,417.00 to fund 3005. Kyle Cannon seconded the motion and motion carried 6-0.

Robert Hines made a motion to pay bills. Edd Puckett seconded motion and motion carried 6-0.

Mr. Weston reminded everyone of the upcoming School Board election in September. No poll sites would be open, only early and absentee voting at the courthouse would be available.

In personnel matters, Mr. Weston made a recommendation to accept resignations from:

Sharon Fairless – Paraprofessional – Holly Harshman  
Shannon Anderson – Paraprofessional – Holly Harshman

Judith Roberson made a motion to accept the resignation recommendations. Robert Hines seconded the motion and motion carried 6-0.

Mr. Weston made recommendations to change the following personnel:

Sherri Sikes – from Holly Harshman classroom to EAST – Mena Middle School  
Tonia Smith – from LD/HH ALE to Holly Harshman classroom  
Tiana Chantel Barrett – from Louise Durham Paraprofessional to Holly Harshman ALE classroom  
Robin Castor – from Holly Harshman classroom to Louise Durham classroom

Amber Hampton – from Mena Middle School Paraprofessional to Louise Durham Paraprofessional

Peggy Foster – bus driver from “C” route to “E” route

Danny Minton to maintenance supervisor

James Davis to transportation supervisor

All changes effective the first day of the employees 2014-2015 contract.

Kyle Cannon made a motion to accept the personnel change recommendations. Robert Hines seconded the motion and motion carried 6-0.

Mr. Weston made recommendations to hire the following:

Lorrie Glover – Paraprofessional – Louise Durham special ed– CONTINGENT ON PASSING PARAPRO EXAM

RebaFaye McLellan – Paraprofessional – Louise Durham pre-K

Kayla White – Paraprofessional – Louise Durham special ed

Allison Hughes – Paraprofessional – Holly Harshman special ed self-contained

Tisha White – Paraprofessional – Holly Harshman Lab 1 Computer Manager

Alissa Faught – Paraprofessional – Mena Middle School special ed – CONTINGENT ON PASSING PARAPRO EXAM

Perry Dewayne Curry – Custodian – Mena High School

Athena Brandon – Cafeteria Dishwasher – Mena High School

Patricia Wade – Cafeteria Cook – Mena Middle School

All hires effective the first day of the employees 2014-2015 contract.

Judith Roberson made a motion to accept the personnel hire recommendations. Robert Hines seconded the motion and motion carried 6-0.

With no further business, Judith Roberson moved to adjourn. Meeting adjourned.

Respectfully submitted,

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Will Robbins, President

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Kyle Cannon, Secretary