

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION
OF THE AUGUSTA SCHOOL DISTRICT #10
April 16, 2012**

The Augusta Board of Education met in regular session at 6:30 PM on Monday, April 16, 2012, in the administrative offices. President Cleodis Smith presided over the meeting. Members present were Debbie Briscoe, Janice Collier, James Harston and Lonnie May. Members Amanda Hanna and Buddy Porter were absent. Scott Jones, Superintendent, was also present.

Cleodis Smith opened the meeting with a prayer.

On a motion by Janice Collier and a second by Debbie Briscoe the board approved the minutes of the March 12, 2012, regular meeting as presented without reading.

Cleodis Smith welcomed the visitors.

There was not a representative from the ACPEA or the PPC present.

Scott Jones discussed the finances and the progress with the clean up at the LCC. There is an estimated time of 10 weeks for the completion of the clean up. He noted he had met with the insurance representative several times. They had presented a settlement. On a motion by Lonnie May and a second by Janice Collier the board approved pursuing a settlement in regards to the building with action concerning the contents to come at a later date.

On a motion by Lonnie May and a second by Janice Collier the board ratified payment of the bills.

On a motion by Lonnie May and a second by James Harston the board approved adding item 6D, Berry & Berry Rentals, LLC Proposal, to the agenda.

On a motion by Lonnie May and a second by James Harston the board approved the sell of the air conditioner units from the burned section of the preschool and the sell of a portable building at Cotton Plant that was the administrative office to Berry & Berry Rentals, LLC, for \$4,500.00 with the understanding that the purchaser will be responsible for the removal and clean up of the affected areas.

On a motion by Debbie Briscoe and a second by James Harston the board approved adding item 6E, Electronic Transfer of Funds (ETF) Section 4 of Act 989 of 2011.

On a motion by James Harston and a second by Lonnie May the board approved the electronic transfer of funds as required by Section 4 of Act 989 of 2011.

Discussion concerning the reorganization of the buildings was tabled until executive session due to personnel issues associated with this discussion.

The appraiser had not sent the information for the high school building at Cotton Plant. This was tabled until the next meeting.

On a motion by Debbie Briscoe and a second by Janice Collier the board approved adding item 8G, Building Request by Jeffrey Howard, to the agenda.

On a motion by Lonnie May and a second by James Harston the board approved the building request by the Class of 1997 to use the Augusta high school cafeteria for a class reunion on July 28, 2012, and by the US Fish & Wildlife Service to use the Augusta high school cafeteria to hold a public input meeting regarding Cache River Nat'l Wildlife Refuge on May 8, 2012. There was a conflict with the request by Jo Ann Davis. The building request by Jeffrey Howard was not approved.

On a motion by Lonnie May and a second by Janice Collier the board approved the out of state trip request by Debi Martin to attend a Health/Weight Collaboration to be held in Denver, CO, on May 21-24, 2012.

On a motion by Debbie Briscoe and a second by Janice Collier the board approved the 2013SY calendar option B as voted on by the majority of the school personnel. – attached

On a motion by James Harston and a second by Janice Collier the board approved the use of the property at Cotton Plant behind the AG Shop by the old greenhouse by the Rural Empowerment Development Organization (REDO) for a community garden project.

The board retired to executive session.

The board returned to open session.

On a motion by Lonnie May and a second by Debbie Briscoe the board approved reorganization of the Augusta elementary to a PK-6 grade building and the Augusta high school to a 7-12 grade building. The vote was 4 – 1.

On a motion by Lonnie May and a second by Janice Collier the board approved rehiring for the 2013SY the certified and classified personnel as presented by Scott Jones. - attached

On a motion by Lonnie May and a second by Janice Collier the board approved a change in the classified job description as presented by Scott Jones. - attached

On motion by Janice Collier and a second by James Harston the board approved adding Item 9E, Resignations, to the agenda.

On a motion by James Harston and a second by Lonnie May the board accepted the resignations of Lola Osier and James Ethan Weeks effective at the end of the 2012SY.

On a motion by James Harston and a second by Janice Collier the board approved adding Item 9F, Hires, to the agenda.

On a motion by James Harston and a second by Janice Collier the board approved hiring Tammy Morgan, cafeteria worker; Paula Jackson, mentor teacher; and Richard Greer and Jessica Stone, master teachers, for the 2013SY.

The regular May meeting was scheduled for Monday, May 14, 2012, 6:30 PM, at the high school library.

On a motion by Debbie Briscoe and a second by James Harston the board was adjourned.

Board President

ATTEST:

Superintendent

Board Secretary

**AUGUSTA SCHOOL DISTRICT
JOB DESCRIPTION
TITLE: HEAD MAINTANENCE & GROUNDS KEEPER**

Reports To: Superintendent and Building Principal

Primary Function:

To perform general maintenance functions of the school plant and grounds, responsible for coordination of district-wide custodial services.

Major Responsibilities:

Perform preventive maintenance functions.

- Perform routine inspection- of the total school plant facility with building principal and superintendent.
- Perform plumbing operations.
- Perform minor electrical operations.
- Perform minor painting operations.
- Perform minor mechanical operations.
- Perform minor carpentry- operations.
- Advise principal of any unusual maintenance problems.
- Accompany any contracted service person while on the premise so as to certify both time and materials.
- Be responsible for upkeep of grounds.
- Conduct in-service sessions for building custodians.
- Coordinate and make recommendations to the superintendent of custodial and maintenance supplies needed for school.
- Oversee the proper use of School Dude
- Fill and deliver orders requested by building custodial staff.
- Recommend needed repairs and improvements to superintendent.
- Maintain running inventory of janitorial supplies.
- Maintain storeroom so that material may be readily located and available in adequate amounts.
- Perform other duties as directed by the superintendent.

Comments:

This job description is intended to be representative of the work performs by employees in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related or a logical extension of position responsibilities as defined by the supervisor.

Date Adopted: April 28, 2011

Last Revised: April 16, 2012

**AUGUSTA SCHOOL DISTRICT
JOB DESCRIPTION
TITLE: MAINTANENCE HELPER (CUSTODIAL & GROUNDS)**

Reports To: Superintendent and Building Principal

Primary Function:

To perform general maintenance functions of the school plant and grounds.

Major Responsibilities:

Perform preventive maintenance functions.

- Perform routine inspection- of the total school plant facility with building principal and superintendent.
- Painting of interior and exterior of building as needed..
- Assist in minor mechanical operations.
- Assist in minor carpentry- operations.
- Advise principal of any unusual maintenance problems.
- Accompany any contracted service person while on the premise so as to certify both time and materials.
- Be responsible for upkeep of grounds.
- Conduct in-service sessions for building custodians.
- Responsible for School Dude reports and work orders
- Assist with lawn maintenance and care
- Coordinate and make recommendations to the superintendent of custodial and maintenance supplies needed for school.
- Fill and deliver orders requested by building custodial staff.
- Maintain running inventory of janitorial supplies.
- Maintain storeroom so that material may be readily located and available in adequate amounts.
- Perform other duties as directed by the superintendent.

Comments:

This job description is intended to be representative of the work performs by employees in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related or a logical extension of position responsibilities as defined by the supervisor.

Date Adopted: April 16, 2012

Last Revised: April 16, 2012

AUGUSTA SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: MAINTANENCE HELPER (ELECTRIC, HVAC & BUILDINGS)

Reports To: Superintendent and Building Principal

Primary Function:

To perform general maintenance functions of the school plant and grounds.

Major Responsibilities:

Perform preventive maintenance functions.

- Perform routine inspection- of the total school plant facility with building principal and superintendent.
- Perform plumbing operations.
- Perform electrical operations.
- Inspect HVAC units on a regular basis
- Maintain and repair HVAC units as needed
- Perform minor mechanical operations.
- Perform minor carpentry- operations.
- Advise principal of any unusual maintenance problems.
- Coordinate and make recommendations to the superintendent of maintenance needs for school.
- Recommend needed repairs and improvements to superintendent.
- Perform other duties as directed by the superintendent.

Comments:

This job description is intended to be representative of the work performs by employees in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related or a logical extension of position responsibilities as defined by the supervisor.

Date Adopted: April 16, 2012

Last Revised: April 16, 2012

Augusta School District
2012 - 2013 School Calendar
Proposed Calendar (B)

August 20	1st Day of School
September 3	Labor Day - School Closed
October 17	End 1st Quarter (42 days)
October 25	Parent-Teacher Conference
October 26	Teacher In-Service
November 2	AEA Day - School Closed
November 21 - 23	Thanksgiving Holiday
December 21	End 2nd Quarter (42 days)
December 22 - January 6	Christmas Break
January 7	Begin Spring Semester
January 21	MLK Day - School Closed
February 18	President's Day - School Closed
March 15	End 3rd Quarter (48 days)
March 18 - 22	Spring Break
March 28	Parent-Teacher Conference
March 29	Good Friday - School Closed
May 17	Graduation
May 27	Memorial Day - School Closed
May 29	End 4th Quarter (46 days)

Make-up Days

- 1st make-up day: January 21st**
- 2nd make-up day: February 18th**
- 3rd make-up day: March 29th**

Any additional days missed will be added to the end of the school year.

District Classified Rehires for 2013 SY

Ellyn Bengel
Sue Reeves
Donna Wedgworth
Joseph Smith
Brenda Smith
Steve Stovall
Donald Scarberry
Molly Lee
Jack Carter
William Daugherty
Jimmy Lee

TO: Mr. Jones
FROM: Linder Anderson
DATE: March 12, 2012
RE: Certified Recommendations

I recommend the following certified personnel for rehire for the 2013 school year:

Katrina Alumbaugh
Carolyn Bell
Laura Ladd

April 12, 2012

Mr. Jones and Augusta School Board,

I would like to recommend the following certified staff for preschool teachers in the 2012-2013 school year:

Robin Hall-Augusta Preschool for 3 year old children

Tinka Henderson-Augusta Preschool for 3 and 4 year old children

Tammy Hicks-Augusta Preschool for 4 year old children

Laura Ladd-Cotton Plant Preschool for 3 and 4 year old children

Thank you for your consideration,

A handwritten signature in cursive script that reads "Paulette Shields". The signature is written in black ink and is positioned above the printed name.

Paulette Shields



Augusta Public Schools

High School Phone: (870) 347-2515 Fax: (870) 347-8113
Elementary School Phone: (870) 347-2432 Fax: (870) 347-1036
320 Sycamore Street
Augusta, Arkansas 72006

Scott Jones,
Superintendent

Lori Lombardi,
Director of Learning Services

Thomas Garner,
K-12 Principal

Joe Brown,
High School Dean

Rickey Everett,
Elementary Dean

SY 2012 – 2013 Recommended Certified Rehire

Brown, Joe
Brown, Dorothy
Cartwright, Dianne
Edwards, Stephanie
Eldridge, Gail
Everett, Rickey
Greer, Richard
Gregory, Terry
Grisham, Ryan
Grisham, April
Hambrick, Phillip
Hamilton, James
Hite, Heather
House, Dana
Hurford, Bryan
Jackson, Paula
Jones, Sandi
Lester, Georgiana
Madison, Paula
Meredith, Monica
Moore, Sherri
Newman, Linda
Norton, Lesley
Peebles, Courtney
Perusich, Pat
Peterson, Bliss
Pool, Jennifer
Powell, Jackie
Sanders, Angela
Shields, Sonny
Stone, Jessica
Veasley, Dannis
~~Wecks, Ethan~~
West, Ragen
Whatley, Sandra
Wilson, Jana
Woods, Gloria

To: Mr. Scott Jones

From: Mrs. Linder Anderson



Date: April 12, 2012

RE: Classified Personnel for Rehire for the year of 2012-13 school year

1. Vera Hamilton
2. Ladelle Bergschneider
3. Patricia Carroll
4. Jimmy McFadden
5. Georgana Walker
6. Fannie Martha Bryson
7. Mary Spencer
8. Donna Prince
9. Ruby Smith

2012 - 2013
Classified Rehire
AES / AHS

Atkins, Connie
Brown, Joyce
Browning, Virginia
Gipson, Kathy
Grisham, Lori
Harston, Jessie
Henley, Amy
Hicks, Ruth
Hinojosa, Maria
Mann, Annieta
Martin, Debbie
Maynard, Elfie
McCoy, Cear
Pomtree, Shirley
Nguyen, Starr
Taylor, Carrie
Turner, Angela
Watson, Waszell
Webb, Mildred
White, Victor

April 16, 2012

Mr. Jones and Augusta School Board,

I would like to recommend the following classified preschool personnel for the 2012-2013 school year:

Mildred Morris-Augusta preschool classroom for 3 year old children

Lucille Tripp-Augusta preschool classroom for 3 and 4 year old children

Dorothy Neal-Augusta preschool classroom for 4 year old children

Patricia Carroll-Cotton Plant classroom for 3 and 4 year old children

Thank you for your consideration,

A handwritten signature in cursive script that reads "Paulette Shields". The signature is written in black ink and is positioned above the printed name.

Paulette Shields

April 10, 2012

I recommend that we rehire the following people for the SY 2012-2013:

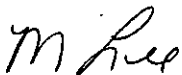
Carla Williams - Manager ES

Betty Mankey - Cook ES

Darlene Tims - Cook HS

Georgana Walker - Manager CP

Candy Scruggs - Manager HS



Molly Lee, FSD