

Bessemer Board of Education  
April 16, 2020  
Work Session Summary

The Bessemer Board of Education met in a virtual work session on Thursday, April 16, 2020. Board President, Mr. Jerome Cook, called the meeting to order at 5:30 p.m. Members Present: Mrs. Vera Eades, Mr. Jerome Cook, Mr. Lee Jones, Mrs. Renna Scott, Mrs. Remeka Thompson, Mr. Amos Rembert, and Mr. Samuel Morris. Members Absent: None.

#### Bid Opening

There was a bid opening for BCHS band uniforms (1 bid received) and instruments (4 bids received) facilitated by the finance department. A copy of the bids will be provided for board members. A recommendation will be made for approval.

#### Minutes/Finance Report

There were no changes to the minutes for March 16, 2020, March 31, 2020, and April 6, 2020. CSFO, Mrs. Patricia Stewart, presented the financial report for March 2020.

#### Presentation

Mrs. Jennifer Gonsoulin representing Total Communication School P.R, made a presentation and provided a quote in the amount of \$40,000 for PR services for BCS beginning August 2020 – May 2021. A recommendation will be made for approval.

#### Director Reports

- Director of Maintenance/Facilities, Mr. Reginald Mitchell, discussed deep cleaning and sanitizing all buildings; floors, stairs, blinds, and other work that needed to be done at New Horizon. He also said that Magic Touch Cleaning Service had been reassigned from BCHS/BCMS (since cleaning has already been done in those buildings) to Jonesboro Elementary to initiate the deep cleaning process. Board members discussed their concerns about the reassignment of Magic Touch and asked questions regarding other items in Mr. Mitchell's report.

There was also a discussion regarding the roof projects at Hard Elementary and BCMS. Mr. Mitchell stated that one assessment of the roofs was done by Mr. Don Cosper, Davis Architects. Board members requested that we extend the request for another week to see if we get additional assessments. They were asked to reach out to anyone they knew who may be interested in the project.

- Human Resources Director, Mrs. Sherry Saulsberry, provided board members with an update on duties being performed in the Human Resources Department. She provided board members with a list of employees on emergency, provisional/alternative certificates, and the 2019 OLR (online renewal) audit report. She said they are continually working on employment verifications, processing retirements, resignations, and other personnel requests.

Board members discussed having a complete personnel audit performed. There was discussion as to who would perform the audit (whether it would be internal or external). There was also a discussion regarding non-renewals. It was explained that non-renewals would be based on job

performance or loss of units. There will not be a blanket non-renewal of non-tenured/probationary employees.

#### Information/Discussion Items

- Two new job descriptions were presented for review, District Literacy Educational Specialist and District Math/Science Educational Specialist. A recommendation will be made for approval.
- Summer Work Hours – Beginning June 1, 2020 – July 31, 2020 will be from 7:30 a.m. – 5:15 p.m., Monday – Thursday with Fridays off.
- Hiring Incentives for hard to fill areas was discussed. The incentives will be paid with Title II funds. A committee will be formed to determine the criteria for the incentives and the subject areas.

#### Board Action Item

The board will take action on the 3% contract raise for the CSFO due to a satisfactory evaluation. The raise will be retroactive to the contract date of February 20, 2020.

#### Superintendent Action Items

Dr. Jeter read her recommendations. There was a question as to whether the superintendent wanted board members to contact her regarding anything on the personnel report that needed to be pulled and voted on separately. Dr. Jeter said that would be fine. All other items, with the exception Abrams' donations, had already been discussed.

#### Superintendent's Report

Dr. Jeter will provide her report at the Regular Board Meeting on Tuesday but she did mention two items.

She reported that CNP will start back providing pre-packaged meals for students on Tuesdays and Fridays. Dr. Jeter also asked board members to check their schedule for a Called Board Meeting on May 4<sup>th</sup> or 5<sup>th</sup>.

#### Next Scheduled Meetings

- Virtual Regular Board Meeting: Tuesday, April, 21, 2020, 6:00 p.m.
- Work Session: Thursday, May 14, 2020, 5:30 p.m., tentatively scheduled at the Central Office
- Regular Board Meeting: Tuesday, May 19, 2020, 6:00 p.m., tentatively scheduled at the Central Office

During the State of Emergency, school systems are not required to publicize board meetings. Bessemer City Schools continued this practice as a courtesy. As virtual meetings increase, cybersecurity agents warn organizations of publicizing their Zoom meeting codes. As a result these meetings will no longer be open to the general public. We will provide summarized meeting notes following the meeting. We thank you in advance for understanding this decision for the cyber safety and security of all.

#### Adjournment

The meeting was adjourned at 7:43 p.m.