

Talbot County Board of Education
Board Meeting
August 18, 2020 – 6:00 p.m.
Central Elementary/ Middle/ High School
Conference Room

The Talbot County Board of Education met in regular session on August 18, 2020 at 6:00 p.m. with the following members present: Mrs. Quintella Carter (D1), Mr. James Steverson (D2), Mrs. Sharleta Hall, Chairperson (D3), Mr. Carlton Mahone (D4), and Mr. Harrison Couch (D5).

- The meeting was called to order by Chair Sharleta Hall at 6:00 p.m.
- Chair Sharleta Hall led the Moment of Silence.
- Pledge of Allegiance was led by Chair Sharleta Hall.
- A motion was made by Mr. James Steverson to approve the August 18, 2020 agenda seconded by Mr. Harrison Couch. 5-0-0
- A motion was made by Mr. Carlton Mahone to approve July 7, 2020 and July 21, 2020 board minutes, seconded by Mr. Harrison Couch. 5-0-0

1. School Food Service

Ms. Andrea Mahone, Food Service Director

Food Service Report for July 31, 2020

- Budget- \$594,000.00
- Expended- \$20,014.94
- Obligated- (\$661.12)
- Balance- \$573,985.06
- Percentage Spent- 03% Percentage Remaining- 97%

2. School System Finance

Mrs. Chemia Henderson, Finance

Financial Report for June 30, 2020

- Budget- \$6,873,139.00
- Encumbered- \$ 79,653.87
- Expended- \$516,420.39
- Balance- \$-550,753.11
- Expenditures (General Fund)- \$516,420.39
- Percentage Spent- 7% Percentage remaining- 93%

- *Reports given*

- Expenditure Summary
- Check Register 431548-431635

- Action Items from Superintendent

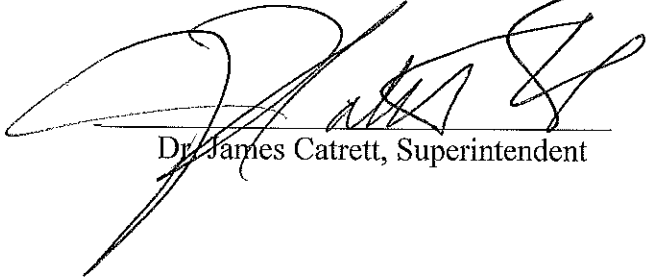
Dr. James Catrett, Superintendent

- Covid19 – Mrs. Epps/Mrs. Walker -The number of cases in Talbot County is 148. Talbot County's numbers are increasing.
- Threat Update – Mrs. Epps – The threat level is currently at the moderate level but we are close to becoming a high threat. Muscogee County is in the red zone. After holidays the numbers sky rocket. We are requiring all staff to be tested August 24 – 26, 2020. We are working to make sure staff is negative upon returning to school.
- Curriculum/Instruction/Covid19 Procedures – Mr. Taylor – Bus Drivers will be trained by Nurse Chaney on cleaning and sanitizing their buses before and after each route. In addition, they will be trained on how to take students' temperatures and what signs to look for Covid19. Each bus will have an aide to assist them. If a student has a temperature and their parents are at home the student will return to their home. If their parents are not home, they will be given a face shield and gloves and placed in a designated area in the front of the bus. Once the bus arrives on campus that student will be taken immediately to the quarantine room and parents will be contacted.
- Teachers, faculty and staff will be trained by Nurse Chaney and the Health Department on procedures for cleaning and sanitizing classrooms, halls and restrooms. Guidelines will be given to the Teachers on how to interact with the students. Teachers are provided with PPE in order to keep them safe. Desk shields are provided for each classroom. Temperatures of employees will be taken prior to entering the schools. A disinfecting fogger will be used throughout the school. We are prepared and going above and beyond to keep everyone safe.
- Dr. Tarleton – The counseling department will be providing assistance and guidance for students and staff. Hallways will be monitored by staff; everyone will be required to wear mask and to maintain a six foot social distance. All traffic stays to the right side. Locker use is temporarily suspended. Custodial staff will maintain the hallways in accordance with CDC procedures. Bathrooms are monitored by the staff; only two students are allowed in the bathrooms at one time. A hand-washing protocol is posted in each restroom. Custodians will maintain a written log on cleaning the restrooms.
- Dr. Dixon - Hawk Choice supplies have been ordered and received. Our primary goal is to provide all supplies needed to learn at home. Attendance will be taken for at-home learners. All students will follow the same guidelines. Microsoft 365

is used for at-home learners. Should there be any problems paper packets will be used.

- Mrs. Walker – attendance will be taken for at-home learners; the curriculum is the same as in-school learners and based on the Georgia School of Excellence. Teachers are responsible for at-home and in-school lesson plans. Every child is given a schedule they must follow.
 - Board Meetings – Settings – It is suggested that Board Meetings are held live to allow the public to attend. Board training will be arranged within a few weeks. Since students are returning it is time for the school board to meet in person provided their health allows.
 - Budget Hearing – Financial Public Hearings – there will be two public meetings for the 2021 school budget. The first one will be Friday, August 21, 2020 at 2:00 p.m. This will be a virtual hearing. Contact information for the public has been published in the newspaper. The second will be Tuesday, August 25, 2020 at 5:00 p.m. This will be in-person in the gym which will allow social distancing.
 - Chrome Books – insurance procedures. Insurance was purchased when the chrome books were ordered. A \$20 fee per chrome book will cover the costs of the insurance. A student cannot be denied a chrome book if parents cannot pay the fee. – The Board elected to table this at this time.
 - Calendar Update – Mr. Taylor – In order to train teachers on the at-home curriculum, two teacher in-service days are needed prior to students returning. Moving two days from the end of school year to the start of the school year will accomplish this.
 - A motion was made by Mr. Harrison Couch to approve the change in the school calendar as presented, seconded by Mr. James Steverson. 5-0-0
 - Board Development Catalog – some training is virtual, others in-person. Contact Joy if you would like to attend any of the training.
 - Construction Update: The rubber is on the track and curring prior to the stripes being painted. The fence is up. The hills are to be re-seeded with love grass.
- Dr. Catrett asked for an Executive Session for personnel.
 - Mr. Harrison Couch made a motion to move in to Executive Session at 7:32 p.m., seconded by Mr. James Steverson 5-0-0
 - Mr. Carlton Mahone made a motion to move back in to regular session at 7:37 p.m., seconded by Mr. Harrison Couch. 5-0-0

- Mr. Harrison Couch made a motion to accept Dr. Catrett's recommendation to hire Keith White as an elementary teacher; seconded by Mr. Carlton Mahone. 5-0-0
- Chair Sharleta Hall moved to adjourn at 7:39 p.m.



Dr. James Catrett, Superintendent



Mrs. Sharleta Hall, Chairperson

Talbot County Board of Education

**August 18, 2020 @6:00PM
Central Elementary/Middle/High School
Conference Room
Board Agenda**

- I. Call to order** by – Mrs. Sharleta Hall, Chairperson
- II. Moment of Silence**----- Mrs. Sharleta Hall, Chairperson
- III. Pledge of Allegiance**--- Mrs. Sharleta Hall, Chairperson
- IV. Approval of the Agenda**----for August 18, 2020
- V. Approval of Minutes** ---for July 7, 2020 and July21, 2020

VI. District / School Reports

- 1. **School Food Services** – Ms. Mahone
- 2. **Financial Reports** --Mrs. Henderson

VII. Superintendent Item

- 1. Covid-19 update and concerns - Mrs. Epps/Mrs. Walker
- 2. Threat Update – Mrs. Epps
- 3. Curriculum/Instruction/Covid19 Procedures
- 4. Board Meetings – Settings
- 5. Budget Hearings – Friday, August 21, 2020 2:00 p.m. - Virtual
Tuesday, August 25, 2020 5:00 p.m. Called Meeting – in
person - Gym
- 6. Chrome Books – Insurance procedures
- 7. Calendar Update – Mr. Taylor
- 8. Board Development Catalog
- 9. Construction Update

VIII. Executive Session

IX. Adjournment

The next regular meeting of the Board will be held on September 21, 2020 at 6:00p.m. in the Conference Room of the Central Elementary/Middle/High School, 945 North Washington Avenue in Talbotton, Georgia. The Public is invited.

AGENDA: Any citizen who wishes to appear before the Board must make the request in writing at least five days prior to the regular meeting of the Board. The request must state clearly the topic or issues to be addressed. Each citizen whose name is placed on the agenda will be given three (3) minutes to make their comments. The Board will not respond to comments or questions posed by citizens in their presentation, but will take those comments and questions under advisement.