

Minutes
Meeting of the Board of Directors
South Central Service Cooperative
July 12, 2018

The Board of Directors of the South Central Service Cooperative met on July 12, 2018, in a legal, open meeting at DeGray Lake Resort in Bismarck, Arkansas. President John Ward declared a quorum of members present and called the meeting to order at 10:00 AM. The following board members were present: Jimmy Cunningham, Gary Hines, Mark Keith, Robby Lowe, Denny Rozenberg, Dr. Albert Snow, and Michael White.

In attendance were Karen Kay McMahan, SCSC Interim Director; co-op staff members: Ella Faye Davis, Administrative Assistant to the Director; and Glen Scott, Bookkeeper.

The minutes of the June 4, 2018, meeting of the SCSC Board of Directors were read. Mr. Jimmy Cunningham made a motion to approve the minutes for May 9, 2018; Mr. Michael White seconded the motion. The motion carried.

The financial reports were presented by Mr. Glen Scott. The interim director recommended that the board approve the June financial reports as submitted. Mr. Michael White made a motion to accept the interim director's recommendation to approve the June financial reports as submitted; Mr. Mark Keith seconded the motion. The motion carried.

The next items of business were:

1. An invoice for general contractor services completed was presented by Mr. Glen Scott, Bookkeeper. Mrs. McMahan presented the Application for Payment from C&K Mitchell Service Contractors in the amount of \$36,005.
2. Arkansas Vehicle Insurance Renewal for 2018 in the amount of \$823 was presented by Mr. Glen Scott, Bookkeeper; and
3. Arkansas Property Insurance Renewal for 2018 in the amount of \$9,129.41 was presented by Mr. Glen Scott, Bookkeeper.

Mrs. McMahan made a recommendation to approve the payments for C&K Mitchell, Arkansas Vehicle Insurance Renewal and Arkansas Property Insurance Renewal as presented to the board. Mr. Gary Hines made a motion to accept the interim director's recommendation to approve the payments for C&K Mitchell, Arkansas Vehicle Insurance and Arkansas Property Insurance as presented to the board. Mr. Jimmy Cunningham seconded the motion. The motion carried.

The next item of business was the Legislative Audit for June 30, 2017. Mrs. McMahan presented the Legislative Audit for the year ending June 30, 2017. She stated that each board member should have received a copy from Legislative Audit. Mrs. McMahan made the recommendation for the board to approve the Legislative Audit for FY17 as presented. Mr. Michael White made a motion to accept the recommendation for the board to approve the Legislative Audit for FY17. Mr. Gary Hines seconded the motion. The motion carried.

The next item of business was the final copy of the FY17 Annual Report. Mrs. McMahan stated that final employment numbers had been updated through June 30, 2018. This was informational only.

The next item of business was the hiring of new staff. The interim director made the recommendation to hire the following staff as listed:

1. Melissa Slaughter, ABC P4 Teacher, Parkers Chapel Classroom
2. Christie Galusha – ABC P4 Teacher, Norphlet Classroom
3. Wyletta Johnson -Secretary for ABC & SPED Programs
4. Katie Roberson – CTE Coordinator, Retroactive to July 1, 2018

Mr. Gary Hines made a motion to accept the interim director's recommendation to hire the staff as listed. Mr. Mark Keith seconded the motion. The motion carried.

The next item of business was the resignations of Brooke Murray, Parkers Chapel ABC Floater, accepted by the interim director on 6/19/18; Holly Hinton, Speech Language Pathologist, FY19 contract not returned by due date. Mrs. McMahan accepted the resignations of Brooke Murray and Holly Hinton as per policy. No board action is necessary.

The next item of business was the reassignments of Angie Rettig, ABC Long-Term Teacher Substitute with degree to floater for Norphlet ABC and Retta Brown ABC for FY19, and Robin Henry, ABC Floater for Norphlet/Retta Brown to Parkers Chapel ABC for FY19. This was informational only. No board action is necessary.

The next item of business was the Teacher Center Coordinator's Report by Mrs. Karen Kay McMahan, Teacher Center Coordinator. Mrs. McMahan reminded the board about the New Teacher Institute trainings. This was informational only.

Other relevant business discussed was as follows:

The next scheduled board meeting will be August 8, 2018.

The next item was APSRC Board Member Training. APSRC has provided the following dates for our board member training this year: October 30, November 27, and December 4. Mrs. McMahan will send out a google form to each board member to complete, choosing the date they would like. The majority date will be chosen.

At 10:19 AM, the board president, Mr. John Ward, indicated a need to go into executive session. Mr. Michael White made a motion to go into executive session, and Mr. Jimmy Cunningham seconded the motion. The motion carried. At 10:31 AM, Mr. Mark Keith made a motion to come out of executive session back into open session. Mr. Jimmy Cunningham seconded the motion. The motion carried. After some discussion, Mr. Michael White recommended that the position of director be advertised Mr. Jimmy Cunningham seconded the motion. The motion carried.

With no further business to discuss, Mr. Jimmy Cunningham made a motion to adjourn the SCSC Board of Directors' meeting; Mr. Mark Keith seconded the motion. The motion carried, and the meeting adjourned at 10:40 AM.

BOARD APPROVED ON:

8/8/18

8/8/18

President

Date

Secretary

Date