



*“State of Alabama, Proclamation by the Governor dated March 18, 2020*

*Section III. Open Meetings Act:*

- A. Notwithstanding any provision of the Open Meetings Act, members of a governmental body may participate in a meeting – and establish a quorum, deliberate, and take action – by means of telephone conference, video conference, or other similar communications equipment if:
  - 1. Any deliberation conducted, or action taken, during the meeting is limited to matters within the governmental body’s statutory authority that is (a) necessary to respond to COVID-19 or (b) necessary to perform essential minimum functions of the governmental body; and*
  - 2. The communications equipment allows all persons participating in the meeting to hear one another at the same time.**
- B. Governmental bodies conducting a meeting pursuant to this section are encouraged, to the maximum extent possible, to use communications equipment that allows members of the public to listen to, observe, or participate in the meeting.*
- C. No less than twelve hours following the conclusion of a meeting conducted pursuant to this section, a governmental body shall post a summary of the meeting in a prominent location on its website – or, if it has no website, in any other location or using any other method designed to provide reasonable notice to the public. The summary shall recount the deliberations conducted and the actions taken with reasonable specificity to allow the public to understand what happened*
- D. Nothing in this section shall be construed to alter, amend, or modify any other provision of the Open Meetings Act, including the notice requirements found in section 36-25A-3 and the enforcement, penalty, and remedy provisions found in section 36-25A-9. Any action or actions taken in violation of paragraph A will be deemed invalid.*
- E. To the maximum extent possible, the terms used in this section shall have the same meaning as the terms defined in section 36-25A-2 of the Open Meetings Act.”*



Per the Proclamation by the Governor, below is a summary of the deliberations/actions taken on September 21, 2020. The minutes will be officially approved on October 19, 2020.

**Regular School Board Meeting  
09/21/2020 05:00 PM  
Meeting Summary**

**Dothan City Board of Education  
ZOOM MEETING DUE TO COVID-19  
1665 Honeysuckle Road  
Dothan, Alabama 36305**

**Attendees:**

**Voting Members**

Mr. Mike Schmitz, Chair – Present  
Mrs. Brenda Guilford, Vice Chair - Present  
Mrs. Amy Bonds, Board Member – Present  
Mr. Franklin Jones, Board Member - Present  
Mr. Chris Maddox, Board Member – Present  
Mr. Brett Strickland, Board Member – Present  
Mrs. Susan Vierkandt, Board Member – Present

**Non-Voting Members**

Dr. Dennis Coe, Acting Superintendent – Present  
Mr. Kevin Walding, Board Attorney – Present

**Call to Order**

**Moment of Silence**

**Pledge of Allegiance**

**Approval of Agenda and Proposed Agenda Modifications**

Motion to approve the Agenda and Proposed Agenda Modifications as presented and recommended by the Superintendent. Motion made by: Mrs. Susan Vierkandt, Motion seconded by: Mr. Brett Strickland, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds – Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt - Yes

**Board Comments**

**Superintendent Report - Dr. Dennis Coe**

Dr. Dennis Coe thanked the Board for the opportunity to step in at a time we need stability, I met with Administrators this morning, moving forward, mentioned months before that our district has been proactive in addressing COVID, we have taken extraordinary steps for our students and faculties to give a safe and quality education, questions about enrollment figures ADM is taken on the 20<sup>th</sup> day after labor day, we have approximately 3,000 students in virtual, 130 remote teachers doing an outstanding job, we are in the forefront in the area in providing that type of instruction, we have distributed all devices at this time, it is a different setting, parents are also struggling a little bit trying to get adapted, we have a partnership with Wiregrass Foundation and Personnel Resources working with Mr. Green, Technology Director, establishing a technology helpdesk for parents and students manned by college students, when you see business, industry and others stepping up to the plate it makes you proud to be a part of it, we will send more info out on the helpdesk as it develops, we have a couple of new dual enrollment opportunities with



Wallace, and we have a lot to be thankful for in spite of the crisis we are experiencing as a nation and a lot to be proud of at Dothan City Schools.

Mrs. Amy Bonds joined the meeting.

## **Public Comments**

### **Adoption of Consent Agenda**

Motion to approve the Consent Agenda as presented and as recommended by the Superintendent. Motion made by: Mr. Franklin Jones, Motion seconded by: Mr. Brett Strickland, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds - Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt - Yes

- A. Minutes for the August 17, 2020 Regular School Board Meeting and August 31, 2020 Special Called School Board Meeting
- B. Monthly Financial Reports, Accounts Payable/Payroll and Certification of Bank Reconciliations
- C. Head Start:
  - i. Head Start Financial Report
  - ii. Head Start Menu
  - iii. Enrollment and Attendance Reports
  - iv. Summary Report
- D. Personnel Services/Agenda
- E. Donation(s)
- F. Contracts:
  - i. Southeast Alabama Autism Center Contract Services
  - ii. SpectraCare Contract Service – Anti-Bullying Services
  - iii. SpectraCare Contract Service – Therapy and Crisis Services
  - iv. SpectraCare Contract Service – Social Worker Services
  - v. Kimberly Holley dba A-Plus Therapy
  - vi. Sumlar Therapy Services
  - vii. Wiregrass Museum of Arts
- G. LEA Consolidated Plan

### **Adoption of Action Items**

#### ***Homeless Policy and Procedures***

Mr. Darius McKay stated there are no changes other than names and the logo. The content remains the same as last year

Motion to approve the Homeless Policy and Procedures as presented and as recommended by the Superintendent. Motion made by: Mrs. Susan Vierkandt, Motion seconded by: Mrs. Brenda Guilford, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds - Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt - Yes



### ***FY 2021 Capital Plan***

Dr. Dennis Coe stated the plan contains a wide variety of projects to take place in the district over a period of years, we identify the needs as they exist, it includes a new tech center and the creation of a freshman academy down the road, some have funding sources and some are listed as funding source unknown, it can be modified at any time as needed and we are required to do this on an annual basis.

Motion to approve the five-year FY 2021 Capital Plan as presented and as recommended by the Superintendent. Motion made by: Mrs. Susan Vierkandt, Motion seconded by: Mr. Brett Strickland, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds - Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt - Yes

### ***Financial Department Action for Approval***

Dr. Dennis Coe stated we had a reputable firm, LeanFrog, give a detailed assessment of the efficiency of the financial services. Mrs. Stephanie Walker stated on page 13 they recommended an improvement road map, to be addressed immediately, improve comp time costs and tracking, the report indicated in September 2019 there was approximately \$295,000 of comp time paid, the prior year was estimated at \$350,000, to date it is \$108,000, add staff resources, the average comp time in finance was an additional 30 hours a week, 1/3<sup>rd</sup> of the department is already eligible for retirement, when compared to other systems they had 8 versus 6 in our department, the recommendation was to hire 2 maybe 3 in our department, there will be a compensation analysis, I am asking for the 2 positions and the cost would be absorbed in the comp time being reduced. Mr. Kevin Walding stated you are asking to approve 2 additional hires in the finance department.

Motion to approve the hiring of 2 additional people in the Financial Department as presented and as recommended by the Superintendent. Motion made by: Mrs. Stephanie Vierkandt, Motion seconded by: Mr. Brett Strickland, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds - Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt – Yes

Mr. Chris Maddox asked what the average comp time is comparatively. Dr. Dennis Coe stated when I came here, I had served districts all over the state, I had not seen any other district in the State like here, what we were doing was unique here and it needed to be cleaned up under Fair Labor Law, costs cannot compare. Mrs. Susan Vierkandt stated it looked like it was being floated from one month to the next, I don't know if that could have gone on if there had been another set of eyeballs consistently it would have helped. Mrs. Stephanie Walker stated we have already made changes, we do not pay comp time we are asking it to be used. Dr. Dennis Coe stated we are not saying we can't do that but new policies say it must be requested, a fund source must be identified in advance, then it comes to the Superintendent and CSFO and if there are funds available paid. Mr. Chris Maddox stated is it fair to say if we pass this we should see substantial savings. Dr. Dennis Coe stated at least \$250,000 to \$300,000 in savings. Mr. Chris Maddox stated thank you for the good work. Mr. Franklin Jones stated I noticed a long-time employee of this department has retired, has he been replaced yet. Mrs. Stephanie Walker stated yes, she started in mid-August. Mrs. Brenda Guilford asked two employees as replacements or added help. Mrs. Stephanie Walker stated replacements from cutbacks a few years ago. Mrs. Brenda Guilford asked if the appointments were advertised. Mrs. Stephanie Walker stated yes and current staff can apply. LeanFrog will do a complete review to make sure we have the staff that we need and the compensation, after we fill those we will do the rest of the department. Mrs.



Brenda Guilford asked if the position that was vacant was advertised. Mrs. Stephanie Walker stated we had 4 applicants and it was filled. Mrs. Brenda Guilford stated I want to make sure the people already employed have an opportunity. Mr. Franklin Jones asked why would our current employees decide to transfer to these two new positions. Mrs. Stephanie Walker stated one of these will be a supervisory position, we do not currently have this and they may want to move up internally. Dr. Dennis Coe stated for clarity, we mentioned this in the past, we had a committee that developed standard hiring/interview questions for this position and I reemphasized this today, to use a diverse committee and the protocols in place. Mrs. Brenda Guilford asked Dr. Coe would there be a number we are going to use for these committees so we can assure it will be diverse. Dr. Dennis Coe stated I have suggested that it be at least 4, they can have more though. Mrs. Brenda Guilford stated I hope we take a good look at that, the last committee had only 2 people on it, we need to have at least 4 and give the opportunity to have people with all different job descriptions on there.

#### ***Capital Improvement – Change Order #4***

Mr. Jeff Prine stated this represents a series of small changes and conditions we uncovered at DPA and Carver, small things that added up over time, utility, when excavating we uncovered other things that had to be addressed such as a grease trap at DPA so we fixed it, some were directed by the Alabama Building Commission, chair lifts and fire wraps, and this constitutes the last change order at Dothan Prep and Carver.

Motion to approve the Capital Improvement – Change Order #4 as presented and as recommended by the Superintendent. Motion made by: Mrs. Amy Bonds, Motion seconded by: Mrs. Brenda Guilford, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds - Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt - Yes

#### ***Change Order #1***

Mr. Jeff Prine stated in working with TRANE last year we had unforeseen conditions when upgrading, revised the service and chiller at DPA to work around existing utilities, saved some money on some rerouting of chill lines at Carver, electrical Code items addressed at Carver, once we opened the ceilings at DPA 30 years of running wires and cabling all had to come down, we reworked the electrical, in the media center we had to rework the units and reroute, we were able to get a deduction of \$23,000, once looking at existing restrooms at DPA exhaust fans were not working properly to meet health codes as well and to finish the project it was \$30,333.

Motion to approve the Change Order #1 as presented and as recommended by the Superintendent. Motion made by: Mrs. Susan Vierkandt, Motion seconded by: Mr. Brett Strickland, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds - Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt - Yes

**Executive session – not needed**



## **New Business**

Board approved Board Meeting(s) to be held by Zoom Webinar until further notice:

- i. Thursday, October 15, 2020, 2:00 PM - School Board Work Session
- ii. Monday, October 19, 2020, 5:00 PM - Regular School Board Meeting

Schedule of School Board Meetings

## **Adjournment**

Motion to adjourn as presented and as recommended by the Superintendent. Motion made by: Mr. Franklin Jones, Motion seconded by: Mrs. Amy Bonds, Voting: Mr. Mike Schmitz – Yes, Mrs. Brenda Guilford – Yes, Mrs. Amy Bonds - Yes, Mr. Franklin Jones – Yes, Mr. Chris Maddox - Yes, Mr. Brett Strickland – Yes, Mrs. Susan Vierkandt - Yes