

**Lee County Board of Education
Policy Committee Meeting
Assembly Room, Basement
Heins Education Building
August 15, 2023
5pm**

Members Present:

Chris Gaster-Lee County Board of Education member; Chairman-Policy Committee
Sandra Bowen-Lee County Board of Education Member; Policy Committee member
Dr. Johnnye Waller-Assistant Superintendent Auxiliary Services
Dr. Chris Dossenbach-Interim Superintendent
Stacie Eggers-Assistant Superintendent Human Resources
Kelly Jones-Chief Finance Officer
James Alverson-Public Information Officer
Melissa Brewer-AP, WB Wicker Elementary School
Dr. Lisa Duffey-Principal, JR Ingram, Jr. Elementary School
Trysha Mazzola-Mental Health Coordinator and Policy Advisor
Karen Barnhill-Principal, Lee County High School
Elayne Monjar-AP, SanLee Middle School
Susan P. Britt-Administrative Assistant

Members Present Remotely:

Stephen Rawson-Board Attorney

Chairman Gaster called the meeting to order.

Chairman Gaster offered a prayer.

Approval of 8/15/2023 Agenda-The 8/15/2023 agenda was approved.

Approval of 5/16/2023 Minutes-The 5/16/2023 minutes were approved.

Policies for Review

Committee Discussion as recommended by Evergreen Solutions, LLC

1. Development of policy on banking service contract and/or depositories-to include written agreement and what is to be expected from both parties.

Policy 8320-Depositories was reviewed and no changes were recommended. Kelly Jones, CFO, will present a banking services RFP for discussion at the Finance Committee meeting on August 24, 2023.

2. Fund Balance-Presently, no fund balance policy is in place. Administration will research the information provided to determine if a fund balance policy is necessary and present at a future Finance Committee meeting.
3. Development of policy in conducting physical audit of fixed assets annually.

Policy 6560-Disposal of Surplus Property and Policy 8350-Fixed Assets Inventory were reviewed and no changes were recommended. Administration will request clarification from Evergreen Solutions as to why this was a recommendation.

Chris McNeill, Maintenance Director, will provide a surplus property report quarterly from GovDeals to the Finance Committee.

4. Develop a policy to rotate external audit contract every 5-7 years.

Policy 8310-Annual Independent Audit-Administration will review the policy to determine any changes and present at the September 19, 2023, Policy Committee meeting.

5. Discussion of Lee County Schools policies relating to student discipline as requested by the Chairman, Lee County Board of Education

Policy 4300-Code of Student Conduct
Policy 4302-School Plan for Management of Student Behavior
Policy 4303-Fair and Consistent Discipline Administration
Policy 4328-Gang-Related Activity
Policy 4329/7311-Bullying and Harassing Behavior Prohibited
Policy 4345-Student Discipline Records
Policy 4370-Student Discipline Hearing Procedures

All the policies were reviewed and no changes were recommended.

The committee encouraged consistent discipline in all schools and to educate parents on the relationship between the principal and the SRO's and how discipline is handled between the two.

The next Policy Committee meeting is scheduled for Tuesday, September 19, 2023, 5pm, Assembly Room, HEB.

There being no further business, Policy Committee Member Bowen adjourned the meeting.