Brooker Community School, Inc.

The meeting of the Brooker Community School Board of Directors was called to order at 8:01 a.m. on April 12, 2023

The following Board Members were present: Staff Present:

Suzanne McRee, Chairperson Felecia Moss, Principal

Randy Starling, Vice Chairperson/Treasurer

Jerome Kelley, Secretary

William Harrell

Gail Cook

Mr. Jerome Kelly led the meeting attendees in prayer. Dr. Felecia Moss led the group in the Pledge Allegiance to the Flag of the United State of America.

**Approval of Minutes of previous meeting** – Mr. Jerome Kelley made a motion to approve the minutes of the previous meeting. Mr. William Harrell seconded that motion. Motion approved.

**Enrollment –** Ms. Suzanne McRee noted that enrollment opportunities are available online, as well as hard copies of the enrollment forms are available at the Post Offices. Mr. Randy Starling explained that the district will want to know our enrollment numbers in June and we will be funded based on that rate. Adjustments to this will be made in October during the week of student count and we would begin receiving the new rate in December. He noted that it would be nice to have full enrollment in June. Ms. McRee announced that we have various enrollment teams going to the Dollar General stores to hand out pamphlets and enroll students. Dr. Felecia Moss noted that she will attend church service at Greater Bell United Methodist Church on Sunday. She also stated that she dropped by Acorn Clinic today. Dr. Moss is making plans to contact other churches in the Monteocha area. Ms. Gail Cook stated that she has tried to contact most of the parents that responded to our 2022 survey.

**Meet the Principal** – Ms. McRee stated that Dr. Felecia Moss will be available onsite at BCS on Wednesdays for anyone to come to the school to meet with her. Dr. Moss will temporarily work out of the cafeteria while renovations are being completed. Dr. Moss is also available via email at [bcsprincipal23@gmail.com](mailto:bcsprincipal23@gmail.com).

**Staffing** – Dr. Moss stated that she has hired three new teachers: Stephanie Nash (who is hired as the lead teacher); Madeline Hersey; and Ashley Shelhon. She noted that these hires are preliminary while she checks references and completes the background screening. Dr. Moss indicated that she has more interviews scheduled. She explained that she is going to hold off on the hiring of an administrative assistant, in order to save money. Dr. Moss stated that she is also delaying the hiring of an ESE teacher until we determine the need for this position. Dr. Moss shared that she is certified in ESE, as well as Madeline Hersey. She stated that the PE teacher does not have to be a certified teacher, so she will be looking at a Paraprofessional position for PE.

**Guardian -**  Dr. Moss announced that one of the new teachers, Ashley Shelhon has agreed to attend the guardian training in June. Dr. Moss spoke with Shaun in the Sheriff’s Office to get this process started. Shaun stated that we will be fine with 1 or 2 guardians this coming school year.

**Health Insurance** – Mr. Randy Starling discussed that we should offer an insurance policy to staff. He stated that McGriff-Williams provides a good Blue Cross/Blue Shield policy. He said we can’t really get a quote until staff have been hired. Mr. Starling suggested that health insurance be addressed again when the school is fully staffed.

**Facility Improvements** – Mr. Eddie Barnes stated that they should be finished with ceiling tile replacement in the main building in a couple of weeks. He stated that he needs to know where the teachers want their white boards and bulletin boards placed in the classroom. Mr. Barnes also indicated that we need to clear the vestibule area of furniture and asked for direction on where to place the furniture. Ms. McRee stated that Ms. Michelle Green has done a wonderful job of stocking the Kindergarten classroom. She stated that she will take pictures of the classroom and put them online to generate enrollment interest. Mr. Barnes indicated that he does not have a status report of the AC at this time.

**Financial Report** – Mr. Randy Starling distributed copies of the monthly financial report. Mr. Starling stated that every year Richard Trainor, our CPA does a budget workshop with each of the schools that he contracts with. Mr. Trainor will hold a budget workshop at BCS on Thursday, May 11th at 5:30 p.m. During this workshop we will go over the entire budget, as well as any legislative changes. It was suggested that the regularly scheduled board meeting of 5/10/23 be rescheduled.

Ms. McRee stated that we need to schedule a fundraiser workshop.

**CSP Grant –** No news on the status of our application for the CSP grant.

Patsy Pullen

(acting recording secretary)