



MISSISSIPPI OFFICE OF THE STATE AUDITOR
STACEY E. PICKERING, AUDITOR

PERFORMANCE AUDIT DIVISION
DISTRICT EXIT CONFERENCE

October 17, 2013

Benoit School District

Beginning on Tuesday, October 15, 2013, the Office of the State Auditor's Performance Audit Division (PAD) performed a limited review of the accuracy and reliability of student and personnel data transmitted to the Mississippi Department of Education for the purpose of determining funding for local school districts. OSA reviewed the following:

Student Enrollment

1. I determined whether there is a written policy on enrollment requirements and procedures at each school. As a result, I found the following:

Ray Brooks School does have a written policy on enrollment requirements and procedures.

2. I determined whether the number of students enrolled in school is being accurately reported. As a result, I found the following:

Ray Brooks School is reporting the number of students enrolled accurately.

3. I determined whether the school is following policy regarding student enrollment records. As a result, I found the following:

Ray Brooks School is not following policy regarding student enrollment. Of the records reviewed, 5 out of 13 had missing, incomplete, or invalid proof of residency.

4. I determined whether the selected student's information is in the student package and is the same as the information kept in the student's record. As a result, I found the following:

At Ray Brooks School, the selected student's information in the student package **is not the same** as the information kept in the student's record. Of the records reviewed, 2 out of 13 student's information **did not match** information in the student package.

Student Attendance/Absenteeism

1. I determined whether there is a written policy on monitoring and reporting student absences. As a result, I found the following:

Ray Brooks School does have a written policy on monitoring and reporting student absences.



2. I determined whether the school is following policy regarding attendance and absenteeism. As a result, I found the following:

Ray Brooks School is not following policy regarding attendance and absenteeism. Of the excuses reviewed, 2 out of 15 did not have a valid excuse on file.

Graduation – THIS IS ONLY PERFORMED AT SCHOOLS WITH A 12TH GRADE

1. I determined whether graduation requirements are being met. As a result, I found the following:

All students selected at Ray Brooks School met graduation requirements.

2. I determine whether all graduation records were complete. As a result, I found the following:

At Ray Brooks School, all graduation records were complete.

School Attendance Reporting

1. I determined whether the school is following policy regarding the reporting of unexcused absences. As a result, I found the following:

Ray Brooks School is not following policy regarding the reporting of unexcused absences. Of the records reviewed, 2 out of 4 students reviewed were not reported to the school attendance officer after accumulating five (5) or more unexcused absences.

2. I determined whether the school attendance officer is following policy regarding reporting of unexcused absences. As a result, I found the following:

Ray Brooks School attendance officer is following policy regarding the reporting of unexcused absences.

Reporting of Suspensions

1. I determined whether the school is following policy regarding the reporting of suspensions. As a result, I found the following:

Ray Brooks School is not following policy regarding the reporting of suspensions. Of the suspensions reviewed, 1 out of 3 was not reported to the school attendance officer as they occurred, as required by law.

Posting of Historical Documents

1. I determined whether the school is posting the required historical documents. As a result, I found the following:

Ray Brooks School is posting the required historical documents.



Teacher Endorsements

1. I determined whether teachers in the school have proper endorsements for the subjects they teach. As a result, I found the following:

At Ray Brooks School, all the teachers reviewed did not have proper endorsements for the subjects they teach. 1 out of 2 did not have the required endorsement for the course(s) they instruct.

Note: OSA is aware that Process Standard 8.1 allows no more than 5% of FTE units, not including academic core subjects, to work outside of the area or areas of endorsement.

Textbooks

1. I determined whether each child in the school is assigned a textbook in each applicable class. As a result, I found the following:

Of the classes reviewed at Ray Brooks School, 18 out of 20 classes did not assigned textbooks to all students enrolled.

Note: If you are found not in compliance in this area, it is in no way OSA’s intention for you to purchase textbooks for each student in your school. OSA is simply pointing out the lack of compliance with this law as it is currently written. At this time, OSA is working diligently with the MS Legislature to amend this law in such a manner that the intent of the law is met, but there is no undue burden placed on the district/school.

Safety

1. I determined whether the district/schools are in compliance with all required safety laws and policies. As a result, I found the following:

District

Benoit School District is not in compliance with all required safety laws and policies.

Schools

Ray Brooks School is not in compliance with all required safety laws and policies.

Property Internal Controls

1. I determined whether the district has internal controls related to property and whether the district is adhering to those controls. As a result, I found the following:

Benoit School District has written internal controls related to property but is not adhering to those controls. 4 out of 7 items reviewed did not follow the district’s internal control procedures; the information on the purchase order did not match the information in the inventory system for 3 out of 7 items reviewed; and the inventory system/listing had the incorrect barcode for 1 out of 7 items reviewed.



Vehicles

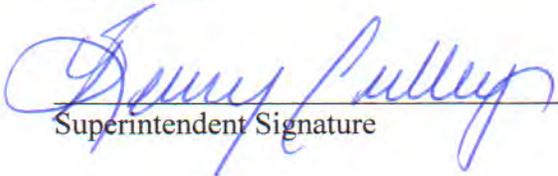
1. I determined whether the district is following policy regarding the marking of district vehicles. As a result, I found the following:

Benoit School District is not following policy regarding the marking of district vehicles. 1 out of 2 vehicles reviewed was not marked as specified by law.

NOTE: Please be advised, a copy of this report is made available to the Mississippi State Board of Education and the Commission on School Accreditation as an element of review for administering the State performance-based accreditation system for public schools. As a result, any adverse findings in this report may affect your accreditation status. In addition, if you have any vehicles that were not properly marked, you have five days to correct this. If the correction is not made, vehicles will be impounded by the State Auditor's Office and the Tax Commission will be notified to withhold any sales and excise tax due.

I would like to thank you for taking time out of your busy schedule to discuss the results of the review in your district. Copies of all audit exceptions are available upon your request. Please submit formal comments regarding the audit to me, at P.O. Box 11183, Jackson, MS 39283, within one week from today. If you have questions or comments, please feel free to contact myself or Keyla Bradford, Project Manager, at 601-576-2800.

By signing below you agree that you have received a copy of this report and a brief explanation of the exceptions.



Superintendent Signature

11-01-13

Date

Benoit School District

Children First

*Beverly Culley, Ph. D.
Superintendent of Education*

November 4, 2014

ATTN: Keyla Bradford, Project Manager
Stacey E. Pickering, Auditor
Performance Audit Division
P.O. Box 11183
Jackson, Mississippi 39283

To The office of the State Auditor:

Listed below are the comments written in red on any audit exceptions on the official report resulting from the monitoring visit of the Benoit School District/Ray Brooks School on October 17, 2013.

Benoit School District

Beginning on Tuesday, October 15, 2014, the Office of the State Auditor's Performance Audit Division (PAD) performed a limited review of the accuracy and reliability of student and personnel data transmitted to the Mississippi Department of Education for the purpose of determining funding for local school districts. OSA reviewed the following:

Student Enrollment

1. I determined whether there is a written policy on enrollment requirements and procedures at each school. As a result, I found the following:

Ray Brooks School does have a written policy on enrollment requirements and procedures.

2. I determined whether the number of students enrolled in school is being accurately reported. As a result, I found the following:

Ray Brooks is reporting the number of students enrolled accurately.

3. I determined whether the school is following policy regarding student enrollment records. As a result, I found the following:

Ray Brooks School is not following policy regarding student enrollment. Of the records reviewed, 5 out of 13 had missing, incomplete, or invalid proof of residency.

This audit exception has been corrected by the appropriate staff.

4. I determined whether the selected student's information in the student package and is the same as the information kept in the student's record. As result, I found the following:

At Ray Brooks School, the selected student's information in the student package **is not the same** as the information kept in the student's record. Of the reviewed, 2 out of 13 student's information **did not match** information in the student package.

This audit exception has been corrected by the appropriate staff. This will be up-to-date at all times in the future.

Student Attendance/Absenteeism

1. I determined whether there is a written policy on monitoring and reporting student absences. As a result, I found the following:

Ray Brooks School does have a written policy on monitoring and reporting student absences.

2. I determined whether the school is following policy regarding attendance and absenteeism. As a result, I found the following:

Ray Brooks School is not following policy regarding attendance and absenteeism. Of the excuses reviewed, 2 out of 15 did not have a valid excuse on file.

This audit exception has been corrected by the appropriate staff. A system has been put in place for the appropriate filing of absentees.

Graduation – THIS IS ONLY PERFORMED AT SCHOOLS WITH A 12TH GRADE

1. I determined whether graduation requirements are being met. As a result, I found the following:

All students selected at Ray Brooks School met graduation requirements.

2. I determine whether all graduation records were complete. As a result, I found the following:

At Ray Brooks School, all graduation records were complete.

School Attendance Reporting

1. I determined whether the school is following policy regarding the reporting of unexcused absences. As a result, I found the following:

Ray Brooks School is not following policy regarding the reporting of unexcused absences. Of the records reviewed, 2 out of 4 students reviewed were not reported to the school attendance officer after accumulating five (5) or more unexcused absences.

This audit exception has been corrected by the appropriate staff. One student had surgery and was waiting on the parent to bring excuse. The other student was suspended

and the personnel waited on the return of the student with the parent. In the future all unexcused absences will be reported to the school attendance officer according to policy.

2. I determined whether the school attendance officer is following policy regarding reporting of unexcused absences. As a result, I found the following:

Ray Brooks School attendance officer is following policy regarding the reporting of unexcused absences.

This audit exception has been corrected by the appropriate staff. In the future, all unexcused absences will be reported immediately according to policy.

Reporting of Suspensions

1. I determined whether the school is following policy regarding the reporting of suspensions. As a result, I found the following:

Ray Brooks School is not following policy regarding the reporting of suspensions. Of the suspensions reviewed, 1 out of 3 was not reported to the school attendance officer as they occurred, as required by law.

This audit exception has been corrected by the appropriate staff. In the future, all suspensions will be reported immediately according to policy.

Posting of Historical Documents

1. I determined whether the school is posting the required historical documents. As a result, I found the following:

Ray Brooks School is posting the required historical documents.

Teacher Endorsements

1. I determined whether teachers in the school have proper endorsements for the subject they teach. As a result, I found the following:

At Ray Brooks School, all the teachers reviewed did not have proper endorsements for the subject they teach. 1 out of 2 did not have the required endorsement for the course(s) they instruct.

A copy of the Board minutes is attached for Mr. Grayson who teaches 6-8 grade Social Studies. The District didn't hire a teacher unit for this course because only a part time teacher was needed but couldn't find one. Mr. Grayson taught this subject on a one year license last year. The District applied for one for him this year but was denied.

Note: OSA is aware that Process Standard 8.1 allows no more than 5% of FTE units, not including academics core subjects, to work outside of the area or areas of endorsement.

Textbooks

1. I determined whether each child in the school is assigned a textbook in each applicable class. As a result, I found the following:

Of the classes reviewed at Ray Brooks School, 18 out of 20 classes did not assigned textbooks to all students enrolled.

The District had purchased classroom sets for classes. However, because of our low enrollment a classroom set was only needed because it is only one session of that class. I think teachers were somewhat confused. The students were issued these books but it is a classroom set. However, pre-k students will have books and any other student without a textbook.

Note: If you are found not in compliance in this area, it is in no way OSA's intention for you to purchase textbooks for each student in your school. OSA is simply pointing out the lack of compliance with this law as it is currently written. At this time, OSA is working diligently with the MS Legislature to amend this law in such a manner that the intent of the law is met, but there is no undue burden placed on the district/school.

Safety

1. I determined whether the district/schools are in compliance with all required safety laws and policies. As a result, I found the following:

District

Benoit School District is not in compliance with all required safety laws and policies.

This audit exception has been corrected by having a Board approved policy for Earth Quake.

Schools

Ray Brooks School is not in compliance with all required safety laws and policies.

This audit exception has been corrected by having a Board approved policy for Earth Quake.

Property Internal Controls

1. I determined whether the district has internal controls related to property and whether the district is adhering to those controls. As a result, I found the following:

Benoit School District has written internal controls related to property but is not adhering to those controls. 4 out of 7 items reviewed did not follow the district's internal control procedures; the information on the purchase order did not match the information in the inventory system for 3 out of 7 items reviewed; and the inventory system/listing had the incorrect barcode for 1 out of 7 item reviewed.

The previous employee in charge of this is no longer here with the District. This audit exception has been corrected.

Vehicles

1. I determined whether the district is following policy regarding the marking of district vehicles. As result, I found the following:

Benoit School District is not following policy regarding the marking of district vehicles. 1 out 2 vehicles reviewed was not marked as specific by law.

This audit exception has been corrected immediately.

P. O. Box 189, Benoit, MS 38725 | Tel. 662-742-3287 | Fax 662-742-3149

Bculley@benoit.k12.ms.us

BENOIT SCHOOL BOARD OF EDUCATION
TUESDAY, JUNE 25, 2013

CONSIDERATION OF APPROVAL OF FORMAL REQUEST FOR 2013 – 2014 AD VALORUM TAX HEARING: Check notes from Mr. Sparks On a motion by Mr. Isaac Lidge and second by Ms. Sarah Howard, the Board voted to approve the 2013 – 2014 Budget from Ad Valorum Tax Hearing. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

CONSIDERATION OF APPROVAL OF 16TH SECTION TRANSFER OF \$200,000 IN DISTRICT MAINTENANCE FUND: On a motion, by Ms. Catherine Jones and second by Ms. Sarah Howard, the Board voted to approve the 16th Section transfer of \$200,000 to the District Maintenance fund. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

CONSIDERATION OF APPROVAL OF DISTRICT CRISIS MANGAGEMENT PLAN AND THE RAY BROOKS SCHOOL CRISIS MANAGEMENT PLAN: On a motion, by Ms. Catherine Jones and second by Ms. Sarah Howard, the Board voted to approve both the District Crisis Management Plan and Ray Brooks School Crisis Management Plan. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

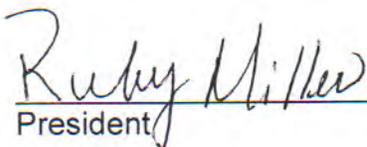
CONSIDERATION OF APPROVAL OF DISTRICT SAFETY PLAN AND THE RAY BROOKS SCHOOL SAFETY PLAN: On a motion, by Ms. Sarah Howard and second by Ms. Catherine Jones, the Board voted to approve the District Safety Plan and the Ray Brooks School Safety Plan. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

CONSIDERATION OF APPROVAL OF RECOMMENDATION OF PERSONNEL: On a motion, by Ms. Sarah Howard and second by Ms. Catherine Jones, the Board voted to approve the recommendation to accept the resignation of personnel. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

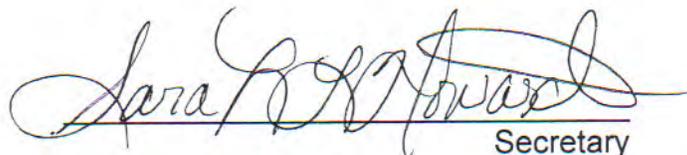
OTHER COMMENTS:

ADJOURNMENT: On a motion by Mr. Isaac Lidge and second by Ms. Sarah Howard, the Board voted to adjourn the meeting. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

THE MEETING WAS ADJOURNED!



President



Secretary

Benoit School District

Children First

*Beverly Culley, Ph. D.
Superintendent of Education*

November 4, 2014

ATTN: Keyla Bradford, Project Manager
Stacey E. Pickering, Auditor
Performance Audit Division
P.O. Box 11183
Jackson, Mississippi 39283

To The office of the State Auditor:

Listed below are the comments written in red on any audit exceptions on the official report resulting from the monitoring visit of the Benoit School District/Ray Brooks School on October 17, 2013.

Benoit School District

Beginning on Tuesday, October 15, 2014, the Office of the State Auditor's Performance Audit Division (PAD) performed a limited review of the accuracy and reliability of student and personnel data transmitted to the Mississippi Department of Education for the purpose of determining funding for local school districts. OSA reviewed the following:

Student Enrollment

1. I determined whether there is a written policy on enrollment requirements and procedures at each school. As a result, I found the following:

Ray Brooks School does have a written policy on enrollment requirements and procedures.

2. I determined whether the number of students enrolled in school is being accurately reported. As a result, I found the following:

Ray Brooks is reporting the number of students enrolled accurately.

3. I determined whether the school is following policy regarding student enrollment records. As a result, I found the following:

Ray Brooks School is not following policy regarding student enrollment. Of the records reviewed, 5 out of 13 had missing, incomplete, or invalid proof of residency.

This audit exception has been corrected by the appropriate staff.

4. I determined whether the selected student's information in the student package and is the same as the information kept in the student's record. As result, I found the following:

At Ray Brooks School, the selected student's information in the student package **is not the same** as the information kept in the student's record. Of the reviewed, 2 out of 13 student's information **did not match** information in the student package.

This audit exception has been corrected by the appropriate staff. This will be up-to-date at all times in the future.

Student Attendance/Absenteeism

1. I determined whether there is a written policy on monitoring and reporting student absences. As a result, I found the following:

Ray Brooks School does have a written policy on monitoring and reporting student absences.

2. I determined whether the school is following policy regarding attendance and absenteeism. As a result, I found the following:

Ray Brooks School is not following policy regarding attendance and absenteeism. Of the excuses reviewed, 2 out of 15 did not have a valid excuse on file.

This audit exception has been corrected by the appropriate staff. A system has been put in place for the appropriate filing of absentees.

Graduation – THIS IS ONLY PERFORMED AT SCHOOLS WITH A 12TH GRADE

1. I determined whether graduation requirements are being met. As a result, I found the following:

All students selected at Ray Brooks School met graduation requirements.

2. I determine whether all graduation records were complete. As a result, I found the following:

At Ray Brooks School, all graduation records were complete.

School Attendance Reporting

1. I determined whether the school is following policy regarding the reporting of unexcused absences. As a result, I found the following:

Ray Brooks School is not following policy regarding the reporting of unexcused absences. Of the records reviewed, 2 out of 4 students reviewed were not reported to the school attendance officer after accumulating five (5) or more unexcused absences.

This audit exception has been corrected by the appropriate staff. One student had surgery and was waiting on the parent to bring excuse. The other student was suspended

and the personnel waited on the return of the student with the parent. In the future all unexcused absences will be reported to the school attendance officer according to policy.

2. I determined whether the school attendance officer is following policy regarding reporting of unexcused absences. As a result, I found the following:

Ray Brooks School attendance officer is following policy regarding the reporting of unexcused absences.

This audit exception has been corrected by the appropriate staff. In the future, all unexcused absences will be reported immediately according to policy.

Reporting of Suspensions

1. I determined whether the school is following policy regarding the reporting of suspensions. As a result, I found the following:

Ray Brooks School is not following policy regarding the reporting of suspensions. Of the suspensions reviewed, 1 out of 3 was not reported to the school attendance officer as they occurred, as required by law.

This audit exception has been corrected by the appropriate staff. In the future, all suspensions will be reported immediately according to policy.

Posting of Historical Documents

1. I determined whether the school is posting the required historical documents. As a result, I found the following:

Ray Brooks School is posting the required historical documents.

Teacher Endorsements

1. I determined whether teachers in the school have proper endorsements for the subject they teach. As a result, I found the following:

At Ray Brooks School, all the teachers reviewed did not have proper endorsements for the subject they teach. 1 out of 2 did not have the required endorsement for the course(s) they instruct.

A copy of the Board minutes is attached for Mr. Grayson who teaches 6-8 grade Social Studies. The District didn't hire a teacher unit for this course because only a part time teacher was needed but couldn't find one. Mr. Grayson taught this subject on a one year license last year. The District applied for one for him this year but was denied.

Note: OSA is aware that Process Standard 8.1 allows no more than 5% of FTE units, not including academics core subjects, to work outside of the area or areas of endorsement.

Textbooks

1. I determined whether each child in the school is assigned a textbook in each applicable class. As a result, I found the following:

Of the classes reviewed at Ray Brooks School, 18 out of 20 classes did not assigned textbooks to all students enrolled.

The District had purchased classroom sets for classes. However, because of our low enrollment a classroom set was only needed because it is only one session of that class. I think teachers were somewhat confused. The students were issued these books but it is a classroom set. However, pre-k students will have books and any other student without a textbook.

Note: If you are found not in compliance in this area, it is in no way OSA's intention for you to purchase textbooks for each student in your school. OSA is simply pointing out the lack of compliance with this law as it is currently written. At this time, OSA is working diligently with the MS Legislature to amend this law in such a manner that the intent of the law is met, but there is no undue burden placed on the district/school.

Safety

1. I determined whether the district/schools are in compliance with all required safety laws and policies. As a result, I found the following:

District

Benoit School District is not in compliance with all required safety laws and policies.

This audit exception has been corrected by having a Board approved policy for Earth Quake.

Schools

Ray Brooks School is not in compliance with all required safety laws and policies.

This audit exception has been corrected by having a Board approved policy for Earth Quake.

Property Internal Controls

1. I determined whether the district has internal controls related to property and whether the district is adhering to those controls. As a result, I found the following:

Benoit School District has written internal controls related to property but is not adhering to those controls. 4 out of 7 items reviewed did not follow the district's internal control procedures; the information on the purchase order did not match the information in the inventory system for 3 out of 7 items reviewed; and the inventory system/listing had the incorrect barcode for 1 out of 7 item reviewed.

The previous employee in charge of this is no longer here with the District. This audit exception has been corrected.

Vehicles

1. I determined whether the district is following policy regarding the marking of district vehicles. As result, I found the following:

Benoit School District is not following policy regarding the marking of district vehicles. 1 out 2 vehicles reviewed was not marked as specific by law.

This audit exception has been corrected immediately.



MISSISSIPPI

Office of the State Auditor

The Performance Audit Division recently completed an MSIS Audit in your School District. Please help us improve our customer service by providing your candid feedback. We value your input.

| Your Auditor: <u>Earlene Stewart</u> | | | | | |
|--------------------------------------|----------------|-------|----------|-------------------|----------------|
| | Strongly Agree | Agree | Disagree | Strongly Disagree | Not Applicable |

| The Auditor: | | | | | |
|--------------------------|---|--|--|--|--|
| was punctual | ✓ | | | | |
| was professional | ✓ | | | | |
| was courteous | ✓ | | | | |
| fully answered questions | ✓ | | | | |
| fully explained findings | ✓ | | | | |

| The Audit Process: | | | | | |
|---------------------------------------------------|---|--|--|--|--|
| was beneficial | ✓ | | | | |
| provided answers to questions | ✓ | | | | |
| provided information concerning laws and policies | ✓ | | | | |
| provided solutions to problems | ✓ | | | | |

| Additional Comments |
|-------------------------------------------------------------------------------------|
| What, if anything, could we have done to improve this process? |
| <i>Ms. Stewart was very patient and kind with the auditing process.</i> |
| Please provide any additional comments. |
| <i>Even when you are right; there should be some compassion!!! She gave that!!!</i> |

Please return this survey to the Auditor's Office **Attn: Keyla Bradford** in the postage paid envelope provided.

BENOIT SCHOOL BOARD OF EDUCATION
TUESDAY, JUNE 25, 2013

CONSIDERATION OF APPROVAL OF FORMAL REQUEST FOR 2013 – 2014 AD VALORUM TAX HEARING: Check notes from Mr. Sparks On a motion by Mr. Isaac Lidge and second by Ms. Sarah Howard, the Board voted to approve the 2013 – 2014 Budget from Ad Valorum Tax Hearing. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

CONSIDERATION OF APPROVAL OF 16TH SECTION TRANSFER OF \$200,000 IN DISTRICT MAINTENANCE FUND: On a motion, by Ms. Catherine Jones and second by Ms. Sarah Howard, the Board voted to approve the 16th Section transfer of \$200,000 to the District Maintenance fund. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

CONSIDERATION OF APPROVAL OF DISTRICT CRISIS MANGAGEMENT PLAN AND THE RAY BROOKS SCHOOL CRISIS MANAGEMENT PLAN: On a motion, by Ms. Catherine Jones and second by Ms. Sarah Howard, the Board voted to approve both the District Crisis Management Plan and Ray Brooks School Crisis Management Plan. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

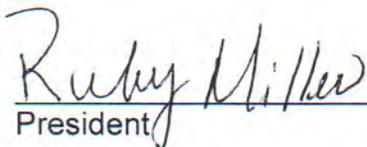
CONSIDERATION OF APPROVAL OF DISTRICT SAFETY PLAN AND THE RAY BROOKS SCHOOL SAFETY PLAN: On a motion, by Ms. Sarah Howard and second by Ms. Catherine Jones, the Board voted to approve the District Safety Plan and the Ray Brooks School Safety Plan. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

CONSIDERATION OF APPROVAL OF RECOMMENDATION OF PERSONNEL: On a motion, by Ms. Sarah Howard and second by Ms. Catherine Jones, the Board voted to approve the recommendation to accept the resignation of personnel. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

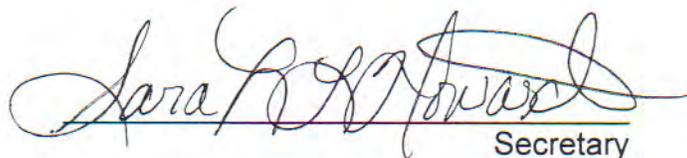
OTHER COMMENTS:

ADJOURNMENT: On a motion by Mr. Isaac Lidge and second by Ms. Sarah Howard, the Board voted to adjourn the meeting. The votes were recorded as follows: Ms. Sarah Howard: aye; Ms. Catherine Jones: aye; Mr. Isaac Lidge: aye; Mrs. Ruby Miller: aye.

THE MEETING WAS ADJOURNED!



President



Secretary