



## Clarksdale Collegiate Board of Directors September 2017 Meeting Minutes

**Date/Time:** September 25, 2017 • 4:00 – 4:45 pm

**Location:** 124 E. 2<sup>nd</sup> Street Clarksdale, MS

**Directors Present:** Aurelia Jones-Taylor, Billy Crews, Clifton Johnson, Chuck Rutledge, Soenda Howell, Barbara Logan Smith, and Mary Williams

**Staff Present:** Amanda Johnson

### Minutes

#### I. Call to Order

- a. A. Jones-Taylor called the meeting to order at 4:03 pm.

#### II. Bylaws, Conflict of Interest Policy, and Code of Ethics

- a. B. Crews made a motion to approve the Bylaws; C. Rutledge seconded. A. Johnson covered the edits made to the bylaws based on feedback from the Board. A. Jones-Taylor called for vote which resulted in unanimous approval.
- b. C. Johnson made a motion to approve the Conflict of Interest Policy and the Code of Ethics; S. Howell seconded. A. Johnson confirmed no substantive changes were made to either document since the last Board review. A. Jones-Taylor called for vote which resulted in unanimous approval.

#### III. Officer Election and Selection of Terms

- a. The Board reviewed the final slate of officers. M. Williams moved to elect the entire slate of officers; S. Howell seconded. A. Jones-Taylor called for vote which resulted in unanimous election of the following officers: A. Jones-Taylor, Chair; B. Crews, Vice-Chair; C. Johnson, Treasurer; and C. Rutledge, Secretary.
- b. The bylaws call for the initial terms of the Board to be staggered. A. Johnson randomly assigned terms to each Board Member. A. Jones-Taylor, 2 years; B. Crews, 2 years; C. Johnson, 3 years; C. Rutledge, 1 year; S. Howell, 3 years; B. Logan Smith, 1 year; M. Williams, 3 years; and Z. Clayton, 3 years.

#### IV. Appointment of Executive Director

- a. B. Crews moved to approve the Executive Director job description and Executive Director offer letter/employment agreement for Amanda Johnson; C. Rutledge seconded. B. Crews acknowledge the factors considered to determine the ED salary and stated that the Board should do a formal salary survey in determining the ED salary for 2018-19. A. Jones-Taylor called for vote which resulted in unanimous approval.
- b. B. Crews moved to approved the Director of Operations, Classroom Teacher, and Special Education Teacher job descriptions; C. Rutledge seconded. No discussion. A. Jones-Taylor called for vote which resulted in unanimous approval.

#### V. Financial Policies & 2017-18 Budget

- a. C. Rutledge moved to approve the financial policies with the change of requiring daily cash deposits; M. Williams seconded. A. Johnson reviewed the other changes made after the last Board review. A. Jones-Taylor called for vote which resulted in unanimous approval.



- b. C. Rutledge moved to approve the 2017-18 Budget with approval of contracts with Sundaram and Building Excellent Schools that were entered prior to forming the governing body; S. Howell seconded. A. Johnson reviewed the changes made after the last Board review. A. Jones-Taylor called for vote which resulted in unanimous approval.

**VI. Board Next Steps & Meetings**

- a. The next meeting of the Board will be a planning meeting. Tentative date is November 2, 2017. The next regular meeting of the Board will be November 13, 2017 at 5:30 pm.

**VII. Public Comment**

- a. No public comments were made.

**VIII. Adjournment**

- a. C. Rutledge moved to adjourn the meeting; C. Johnson seconded. A. Jones-Taylor called for vote which resulted in unanimous approval.