I. CALL TO ORDER

II. PRAYER

III. PLEDGE OF ALLEGIANCE

IV. RECOGNITION OF VISITORS

V. LETTER(S) OF COMMENDATION

VI. APPROVAL OF MINUTES

1. November 19, 2015 (Organizational)

2. November 19, 2015 (Regular)

VII. DELEGATIONS

VIII. AMENDMENTS TO THE AGENDA

AMEND
#5 Leaves of Absence of Personnel
#6 Retirement and Resignations of Personnel
#7 Transfer/Intent to Transfer of Personnel
#8 Employment of Personnel

MOVE
#7 Suspension of Personnel-Unpaid to end of agenda as Item #9

IX. ACTION AGENDA-SUPERINTENDENT RECOMMENDATIONS

X. ITEMS OF BUSINESS

1. STATEMENTS FROM STONE GRANADE & CROSBY LAW FIRM
   The superintendent recommends adoption of a motion "to approve payment of the bills submitted by the Stone, Granade & Crosby Law Firm as stipulated in the agenda exhibit."

2. PUBLIC WORKS
   The superintendent recommends adoption of a motion "to approve the low bidders meeting specifications for public works as stipulated in the agenda exhibit."

3. DESIGN PROFESSIONAL CONTRACTS
The superintendent recommends adoption of a motion "to authorize the Superintendent to enter into the attached Owner/Architect agreements with McKee & Associates Architecture & Interior Design and Adams Stewart Architects as stipulated in the agenda exhibit."

4. ADMINISTRATIVE APPOINTMENT
The superintendent recommends adoption of a motion "to approve the administrative appointment of Mr. Marty McRae, as Secondary Assistant Superintendent, effective January 4, 2016, as provided to board members under separate cover."

5. LEAVES OF ABSENCE OF PERSONNEL
The superintendent recommends adoption of a motion "to approve the leaves of absence of personnel as amended and listed in the agenda exhibit."

6. RETIREMENT AND RESIGNATIONS OF PERSONNEL
The superintendent recommends adoption of a motion "to approve the retirement and resignations of personnel as amended and listed in the agenda exhibit."

7. TRANSFER/INTENT TO TRANSFER OF PERSONNEL
The superintendent recommends adoption of a motion "to approve the transfer/intent to transfer of personnel as amended and listed in the agenda exhibit."

8. EMPLOYMENT OF PERSONNEL
The superintendent recommends adoption of a motion "to approve the employment of personnel as amended and listed in the agenda exhibit."

9. SUSPENSION OF PERSONNEL - UNPAID
The superintendent recommends adoption of a motion "to approve the proposed unpaid suspensions of personnel as listed in the agenda exhibit."

XII. INFORMATION AGENDA

XII. SUPERINTENDENT AND STAFF REPORTS

1. Financial Statements
Each board member was given a copy of the final October 2015 and the preliminary November 2015 financial statements. Bank reconciliations for the October 2015 statements have been performed and reconciled to the accounting records.

XIII. NEWS MEDIA QUESTIONS

XIV. ADJOURNMENT
ACTION AGENDA  (X New/ Unfinished Business)

ITEM:  STATEMENTS FROM STONE, GRANADE & CROSBY LAW FIRM

Background Explanation:

Attached are statements from Stone, Granade & Crosby Law Firm totaling $10,602.06 for professional services performed in November 2015.

Recommendation:

It is recommended the board approve payment of these bills as submitted.

Date: ___________________________  Submitted by: ___________________________

The superintendent concurs in this recommendation and submits same for Board consideration for approval.

12/4/2015  Eddie Tyler  Superintendent
Baldwin County Board of Education
2600-A North Hand Avenue
Bay Minette, Alabama 36507

Billing Recap - November 2015
Special Education/Student Personnel Matters

15 496 - Services $350.00 plus $13.80 expenses $363.80

15 974 - Services $630.00 $630.00

15 1157 - Services $462.00 plus $2.51 expenses 464.51

TOTAL AMOUNT DUE ............ $1,458.31
Baldwin County Board of Education  
2600-A North Hand Avenue  
Bay Minette, Alabama 36507

Billing Recap - November 2015  
Personnel and Litigation Matters

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>08 229 -</td>
<td>Services $378.00 plus $50.60 expenses</td>
<td>$ 428.60</td>
</tr>
<tr>
<td>09 452 -</td>
<td>Services $364.00</td>
<td>364.00</td>
</tr>
<tr>
<td>14 1176 -</td>
<td>Services $210.00</td>
<td>210.00</td>
</tr>
<tr>
<td>15 698 -</td>
<td>Services $231.00 plus $1.91 expenses</td>
<td>232.91</td>
</tr>
<tr>
<td>15 992 -</td>
<td>Services $47.50</td>
<td>47.50</td>
</tr>
<tr>
<td>15 1140 -</td>
<td>Services $546.00 plus $22.43 expenses</td>
<td>568.43</td>
</tr>
</tbody>
</table>

**TOTAL AMOUNT DUE** ........ $1,851.44
Baldwin County Board of Education
2600-A North Hand Avenue
Bay Minette, Alabama 36507

Billing Recap - November 2015

15 107 - 2015 General - Services $5,936.00 plus $166.31 expenses $6,102.31
15 1006 - 2016 Ad Valorem Renewals - Services $210.00 210.00
15 1137 - Task Force Recommendation - Services $448.00 448.00
15 1191 - 2015 Spanish Fort High School - Services $532.00 532.00

TOTAL AMOUNT DUE $7,292.31
ACTION AGENDA  (X) New ( ) Unfinished Business

ITEM: PUBLIC WORKS

Background Explanation:

Projects and contracts under public works were requested or considered for needed improvements throughout the system.

Recommendation:

PW 12-14-2015, Foley Middle Locker Room HVAC Upgrade: Recommend award to lowest bidder meeting specifications, Rhodes Mechanical, LLC, 605 Maxwell Avenue, Daphne, AL 36526 in the amount of $101,680.00.

Date ______________________ Submitted by: ______________________
Date ______________________ Submitted by: ______________________
Date ______________________ Submitted by: ______________________
Date ______________________ Submitted by: ______________________
Date ______________________ Submitted by: ______________________

The Superintendent concurs in this recommendation and submits the same for Board consideration for approval.

12/4/2015
Date

Edelm Tyler
Superintendent of Education
Baldwin County Board of Education
Purchasing Department
Recommendation for Award of Bid

Date: November 24, 2015

No./Title: PW 12-14-2015
FLYM Locker Room HVAC Upgrade

Opening: Tuesday, November 24, 2015 @ 2:00 PM

Vendor(s)/Contractor(s) Recommended
For Award: Rhodes Mechanical, LLC

Location(s): Foley Middle School - Locker Room

Public Announcement: ☑ Mail ☑ Newspaper ☐ Web Site ☐ Other
Describe:

Contract Period: Single Purchase

Received Bid Results: 4 vendors responded

Describe any unusual circumstances regarding bid:

Did low bidder submit a responsive/responsible bid meeting all specifications?
☐ Yes ☐ No
If No, explain why specifications were not met:

Budget funds available for item(s) bid:
Sales Tax Fund

Purchasing Department Recommends Award:

Recommendation by User Department in Bid File
# BID TABULATION

**Baldwin County Board of Education**  
**Locker Room HVAC Upgrade**  
**for**  
**Foley Middle School**

**Title:** Foley MS Locker Room HVAC Upgrade  
**Bid Open Time/Date:** November 24, 2015 @ 2:00 PM  

<table>
<thead>
<tr>
<th>Plan Holders</th>
<th>Envelope Notice</th>
<th>Bid Bond</th>
<th>Base Bid</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goram Air</td>
<td>-</td>
<td>-</td>
<td>136,396.00</td>
<td></td>
</tr>
<tr>
<td>Rhodes Mach</td>
<td>-</td>
<td>-</td>
<td>104,680.00</td>
<td></td>
</tr>
<tr>
<td>JDS International</td>
<td>-</td>
<td>-</td>
<td>107,690.00</td>
<td></td>
</tr>
<tr>
<td>Farnell</td>
<td>-</td>
<td>-</td>
<td>122,000.00</td>
<td></td>
</tr>
</tbody>
</table>

I certify this bid tabulation form as being complete and accurate.

[Signature]

Howard M. Yonge, P.E.  
Baldwin County School System
ACTION AGENDA (X)New ( )Unfinished Business

ITEM: Design Professional Contracts

Background Explanation:

The Board approved six pay as you go projects at the regular meeting in November. Staff has matched up these projects with design firms that have provided excellent service to the Board in the past.

Recommendation:

Recommend Board approval for the Superintendent to enter into the attached Owner/Architect Agreements with McKee and Associates Architecture & Interior Design, 631 S. Hull Street, Montgomery, AL 36104 and Adams Stewart Architects, LLC, 22615 Highway 59 North, Robertsdale, AL 36567

----------------------------------------------------------------------------------
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
Date __________________________ Submitted by: __________________________
----------------------------------------------------------------------------------

The Superintendent concurs in this recommendation and submits the same for Board consideration for approval.

12/4/2015

Date

EddieTyler
Superintendent of Education
AGREEMENT BETWEEN OWNER AND ARCHITECT

DATE of this AGREEMENT: December 9, 2015

The OWNER(s): Baldwin County Board of Education

2600-A N Hand Avenue
Bay Minette, AL 36507

The ☒ ARCHITECT ☐ ENGINEER (substitute “Engineer” for “Architect” hereinafter)
Adams Stewart Architects, L.L.C., 22615 Highway 59 North, Robertsdale, AL 36567

FEIN 26-0858409

The PROJECT: (Insert full description of Project, Location, Address and Scope)

A 10 Classroom Addition at Elsanor Elementary and A 14 Classroom Addition at Central Baldwin Middle School

BUDGET: The ☒ Tentative ☐ Fixed amount budgeted by the Owner for the Cost of the Work is Three Million Eight Hundred Nine Thousand Dollars ($3,809,000.00).

BASIC SERVICES: Unless otherwise provided in the Special Provisions, the Architect shall render Basic Services A, B, C, D, and E for the above described Project in accordance with the “Standard Articles of the Agreement Between Owner and Architect”.

BASIC FEE: The Basic Fee to be paid the Architect shall be:
☐ the Fixed Fee of ______ Dollars ($______).
☒ determined as a percentage of the Cost of the Work, at the Basic Fee Rate of 6.5% percent.

PROJECT CLASSIFICATION: As defined in the current edition of Chapter 4 – Supplement of the “Manual of Procedures of the Alabama Building Commission” this Project is classified as follows:
☒ The Project is classified in Building Group III
☐ The Project is divided into Building Groups as stated in the Special Provisions of this Agreement
☐ The Project does not fall within a Building Group; see the Special Provisions of this Agreement.

DETERMINATION of the BASIC FEE:
☒ The Basic Fee has been determined in accordance with the current edition of Chapter 4 – Supplement of the “Manual of Procedures of the Alabama Building Commission”

☐ The Project is also classified as Major Renovation and the Basic Fee includes a____% increase of the “Schedule of Basic Fee Rates” for Major Renovation per Chapter 4 – Supplement, Section D.

☐ The Basic Fee has been negotiated on the basis stated in the Special Provisions of this Agreement.
TIME PERIODS of the AGREEMENT:

a. Pursuant to Standard Article 9, the Architect may terminate the Agreement of the Project is postponed or delayed by the Owner for more than 12 months.

b. The Design Schedule of Standard Article 11: 
   - 30 calendar days for Schematic Drawings;
   - 30 calendar days for Preliminary Drawings;
   - 60 calendar days for Final Drawings.

STANDARD ARTICLES:
By reference, the current edition of “Standard Articles of the Agreement Between Owner and Architect” (ABC Form B-2A) is incorporated herein as the terms, conditions, and requirements of this Agreement, subject only to such modifications or supplementation of the “Standard Articles” as may be stated as Special Provisions below.

SPECIAL PROVISIONS:
Article 1.1 Billing to be monthly based on percentage complete.
Article 1.2 By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

CONSULTANTS: Pursuant to Standard Article 10, the consultants to be employed by the Architect are:
(Insert Name, Alabama Registration Number, Address, and Telephone Number)

<table>
<thead>
<tr>
<th>Civil Engineer</th>
<th>Structural Engineer</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Electrical Engineer</th>
<th>Mechanical Engineer</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

The Owner does hereby certify that the terms and commitments of the Agreement do not constitute a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26.

---

APPROVALS

By

STATE OF ALABAMA BUILDING COMMISSION

(Not Required for locally-funded SDE projects)

By

Director, Technical Staff

CONTRACTING PARTIES

<table>
<thead>
<tr>
<th>Adams Stewart Architects, L.L.C.</th>
<th>Baldwin County Board of Education</th>
</tr>
</thead>
<tbody>
<tr>
<td>Architect</td>
<td>Owner</td>
</tr>
<tr>
<td></td>
<td>By</td>
</tr>
<tr>
<td></td>
<td>Name &amp; Title</td>
</tr>
<tr>
<td></td>
<td>Mr. Eddie Tyler, Superintendent</td>
</tr>
</tbody>
</table>

Page 2 of 2
AGREEMENT BETWEEN OWNER AND ARCHITECT

DATE of this AGREEMENT: December 9, 2015

The OWNER(s): Baldwin County Board of Education
2600-A N Hand Avenue
Bay Minette, AL 36507

The ☒ ARCHITECT ☐ ENGINEER (substitute “Engineer” for “Architect” hereinafter)
Adams Stewart Architects, L.L.C., 22615 Highway 59 North, Robertsdale, AL 36567
FEIN 26-0858409

The PROJECT: (Insert full description of Project, Location, Address and Scope)

CAFETERIA EXPANSION AT ROBERTSDALE HIGH SCHOOL

BUDGET: The ☒ Tentative ☐ Fixed amount budgeted by the Owner for the Cost of the Work is
Four Hundred Fifty Thousand Dollars ($450,000.00).

BASIC SERVICES: Unless otherwise provided in the Special Provisions, the Architect shall render Basic
Services A, B, C, D, and E for the above described Project in accordance with the “Standard Articles of the
Agreement Between Owner and Architect”.

BASIC FEE: The Basic Fee to be paid the Architect shall be:
☐ the Fixed Fee of _____ Dollars ($_____).
☒ determined as a percentage of the Cost of the Work, at the Basic Fee Rate of 9.75 percent.

PROJECT CLASSIFICATION: As defined in the current edition of Chapter 4 – Supplement of the “Manual of
Procedures of the Alabama Building Commission” this Project is classified as follows:
☒ The Project is classified in Building Group III
☐ The Project is divided into Building Groups as stated in the Special Provisions of this Agreement
☐ The Project does not fall within a Building Group; see the Special Provisions of this Agreement.

DETERMINATION of the BASIC FEE:
The Basic Fee has been determined in accordance with the current edition of Chapter 4 – Supplement of
the “Manual of Procedures of the Alabama Building Commission”

☒ The Project is also classified as Major Renovation and the Basic Fee includes a 25 % increase of
the “Schedule of Basic Fee Rates” for Major Renovation per Chapter 4 – Supplement, Section D.

☐ The Basic Fee has been negotiated on the basis stated in the Special Provisions of this Agreement.
TIME PERIODS of the AGREEMENT:

a. Pursuant to Standard Article 9, the Architect may terminate the Agreement of the Project is postponed or delayed by the Owner for more than 12 months.
b. The Design Schedule of Standard Article 11:
   - 30 calendar days for Schematic Drawings;
   - 30 calendar days for Preliminary Drawings
   - 60 calendar days for Final Drawings.

STANDARD ARTICLES:

By reference, the current edition of “Standard Articles of the Agreement Between Owner and Architect” (ABC Form B-2A) is incorporated herein as the terms, conditions, and requirements of this Agreement, subject only to such modifications or supplementation of the “Standard Articles” as may be stated as Special Provisions below.

SPECIAL PROVISIONS:

Article 1.1 Billing to be monthly based on percentage complete.
Article 1.2 By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

CONSULTANTS: Pursuant to Standard Article 10, the consultants to be employed by the Architect are:

(Insert Name, Alabama Registration Number, Address, and Telephone Number)

<table>
<thead>
<tr>
<th>Civil Engineer</th>
<th>Structural Engineer</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Electrical Engineer</th>
<th>Mechanical Engineer</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

The Owner does hereby certify that the terms and commitments of the Agreement do not constitute a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26.

<table>
<thead>
<tr>
<th>APPROVALS</th>
<th>CONTRACTING PARTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>By</td>
<td>By</td>
</tr>
</tbody>
</table>

STATE OF ALABAMA BUILDING COMMISSION
(Not Required for locally-funded SDE projects)

<table>
<thead>
<tr>
<th>By</th>
<th>By</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Adams Stewart Architects, L.L.C.
Architect

Baldwin County Board of Education
Owner

Name & Title Mr. Eddle Tyler, Superintendent
AGREEMENT BETWEEN OWNER AND ARCHITECT

DATE of this AGREEMENT: December 9, 2015

The OWNER(s): Baldwin County Board of Education
2600-A N Hand Avenue
Bay Minette, AL 36507

The ☒ ARCHITECT ☐ ENGINEER (substitute “Engineer” for “Architect” hereinafter)

McKee and Associates Architecture & Interior Design located at 631 S. Hull Street Montgomery, AL 36104

FEIN 63-1050528

The PROJECT: (Insert full description of Project, Location, Address and Scope)

Elberta Elementary School 14 Classroom Addition/Media Center and Cafeteria Expansion, A 16 Classroom Addition at Perdido Elementary School and A 20 Classroom and Cafeteria Addition at Fairhope High School

BUDGET: The ☒ Tentative ☐ Fixed amount budgeted by the Owner for the Cost of the Work is Nine Million Eight Hundred Ninety-three Thousand Dollars ($9,893,000.00).

BASIC SERVICES: Unless otherwise provided in the Special Provisions, the Architect shall render Basic Services A, B, C, D, and E for the above described Project in accordance with the “Standard Articles of the Agreement Between Owner and Architect”.

BASIC FEE: The Basic Fee to be paid the Architect shall be:
☐ the Fixed Fee of ______ Dollars ($______).
☒ determined as a percentage of the Cost of the Work, at the Basic Fee Rate of 6.1% percent.

PROJECT CLASSIFICATION: As defined in the current edition of Chapter 4 – Supplement of the “Manual of Procedures of the Alabama Building Commission” this Project is classified as follows:
☒ The Project is classified in Building Group III
☐ The Project is divided Into Building Groups as stated in the Special Provisions of this Agreement
☐ The Project does not fall within a Building Group; see the Special Provisions of this Agreement.

DETERMINATION of the BASIC FEE:
☒ The Basic Fee has been determined in accordance with the current edition of Chapter 4 – Supplement of the “Manual of Procedures of the Alabama Building Commission”

☐ The Project is also classified as Major Renovation and the Basic Fee includes a ______ % increase of the “Schedule of Basic Fee Rates” for Major Renovation per Chapter 4 – Supplement, Section D.
The Basic Fee has been negotiated on the basis stated in the Special Provisions of this Agreement.

**TIME PERIODS of the AGREEMENT:**

a. Pursuant to Standard Article 9, the Architect may terminate the Agreement of the Project is postponed or delayed by the Owner for more than **12** months.

b. The Design Schedule of Standard Article 11:
   
   30 calendar days for Schematic Drawings;
   30 calendar days for Preliminary Drawings
   60 calendar days for Final Drawings.

**STANDARD ARTICLES:**

By reference, the current edition of "Standard Articles of the Agreement Between Owner and Architect" (ABC Form B-2A) is incorporated herein as the terms, conditions, and requirements of this Agreement, subject only to such modifications or supplementation of the "Standard Articles" as may be stated as Special Provisions below.

**SPECIAL PROVISIONS:**

**Article 1.1** Billing to be monthly based on percentage complete.

**Article 1.2** By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.
CONSULTANTS: Pursuant to Standard Article 10, the consultants to be employed by the Architect are:

(Insert Name, Alabama Registration Number, Address, and Telephone Number)

Civil Engineer

N/A

Structural Engineer

N/A

Electrical Engineer

N/A

Mechanical Engineer

N/A

The Owner does hereby certify that the terms and commitments of the Agreement do not constitute a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended by Amendment Number 26.

<table>
<thead>
<tr>
<th>APPROVALS</th>
<th>CONTRACTING PARTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>By</td>
<td>McKee and Associates</td>
</tr>
<tr>
<td>Signature of Officer of Firm</td>
<td>Architect</td>
</tr>
<tr>
<td>Name &amp; Title</td>
<td>Walter T. McKee Jr., Owner</td>
</tr>
</tbody>
</table>

| STATE OF ALABAMA BUILDING COMMISSION |
| (Not Required for locally-funded SDE projects) |
| By |
| Name & Title | Mr. Eddie Tyler, Superintendent |

| Baldwin County Board of Education |
| Owner |
| By |
| Name & Title | Mr. Eddie Tyler, Superintendent |
**ACTION AGENDA**  

**Item:** Leaves-of-Absence of Personnel

### Background Information

<table>
<thead>
<tr>
<th>Name</th>
<th>School/Position</th>
<th>Effective Date</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kathryn N Cabaniss</td>
<td>DPI/Drfg/Career Prep</td>
<td>11/20/2015 - 02/22/2016</td>
<td>Family Medical</td>
</tr>
<tr>
<td>Amanda G Simpler</td>
<td>FHPP/1st Grade</td>
<td>01/04/2016 - 08/08/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Lauren G Lanuza</td>
<td>RBDE/SE Project REACH</td>
<td>03/10/2016 - 08/08/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Brittany B Luckie</td>
<td>RBDE/Special Ed</td>
<td>04/04/2016 - 08/08/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Megan F O'Neill</td>
<td>SPFH/Science</td>
<td>01/27/2016 - 05/04/2016</td>
<td>Personal</td>
</tr>
<tr>
<td>Jacquelyn J Peterson</td>
<td>SWT/4th Grade</td>
<td>04/18/2016 - 08/08/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Kathryn V Hood</td>
<td>BCYM/Math</td>
<td>11/30/2015 - 01/04/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Lauren M Norman</td>
<td>GFSE/4th Grade</td>
<td>01/11/2016 - 06/01/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Dawn E Marquis</td>
<td>FHPP/Registrar-8/242</td>
<td>12/01/2015 - 06/01/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Shelia M Stewart</td>
<td>PGE/CNP Wkr-4/185</td>
<td>11/18/2015 - 12/31/2015</td>
<td>Medical</td>
</tr>
<tr>
<td>Shelia M Stewart</td>
<td>PGE/Bus Driver</td>
<td>11/13/2015 - 12/31/2015</td>
<td>Medical</td>
</tr>
<tr>
<td>Jamie D Brown</td>
<td>RBDE/Custodian-8/242</td>
<td>11/18/2015 - 06/30/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Susan R Vorpahl</td>
<td>RBDE/CNP Wkr-6 5/185</td>
<td>11/17/2015 - 01/04/2016</td>
<td>Medical</td>
</tr>
</tbody>
</table>

1. Applying for Alabama certification via a non-traditional approach
2. Certified employee in a classified position

Recommendation: That the Board approve the leaves-of-absence of personnel listed above.

Date: December 3, 2015

Submitted by: Jennifer Sinclair

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date: 12/4/2015

Superintendent: Eddie Tyler

Tuesday, December 08, 2015
ACTION ADDENDUM - BOARD MEETING

Item Leaves-of-Absence of Personnel

Background Information:

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL/POSITION</th>
<th>EFFECTIVE DATE</th>
<th>REASON</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert K Larisey</td>
<td>DPM/SocSci/LangArts-8</td>
<td>01/04/2016 - 02/29/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Daymian B Hale</td>
<td>DPEE/Inn Adapted PE</td>
<td>11/30/2015 - 05/27/2016</td>
<td>Military</td>
</tr>
<tr>
<td>Daymian B Hale</td>
<td>DPEE/Bus Driver</td>
<td>11/30/2015 - 05/27/2016</td>
<td>Military</td>
</tr>
<tr>
<td>Julie P Green</td>
<td>LSAT/CO Secretary</td>
<td>01/20/2016 - 04/01/2016</td>
<td>Family Medical</td>
</tr>
<tr>
<td>Dawn R Aldridge</td>
<td>RBDH/CNP Wkr-6/5/185</td>
<td>11/20/2015 - 01/04/2016</td>
<td>Medical</td>
</tr>
<tr>
<td>Barbara N Byers</td>
<td>FLYE/SE Alde-8/182</td>
<td>09/01/2015 - 01/04/2016</td>
<td>Medical</td>
</tr>
</tbody>
</table>

1 Applying for Alabama certification via a non-traditional approach
4 Certificated employee in a classified position

Recommendation: That the Board approve the leaves-of-absence of Robert K Larisey, Daymian B Hale, Daymian B Hale, Julie P Green, Dawn R Aldridge, and Barbara N Byers.

Date: December 8, 2015 Submitted by: ________________________________

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date 12-8-15 Superintendent: ________________________________

Jennifer Sinclair

Digitally signed by Jennifer Sinclair
Date: 2015.12.08 11:53:00 -06'00'
DELETE:

Certificated Leaves-of-Absence
#5 Megan F Oneill       SPFH/Science      01/27/16 – 05/04/16       Personal
**ACTION AGENDA**

**Item:** Retirements and Resignations of Personnel

**Background Information**

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL/POSITION</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Susan W Roy</td>
<td>FHP/1st Grade</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>Linda Q Noble</td>
<td>LSAT/Elem Coord</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>Kayla B Rush</td>
<td>FHP/4th Grade</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>Linda G Sellers</td>
<td>FLY/SE Aide-9/182</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>Sheila M Stewart</td>
<td>PGE/CNP Wkr-4/185</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>Sheila M Stewart</td>
<td>PGE/Bus Driver</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>Mary J Nabors</td>
<td>RSN/CNP Mgr-8/187</td>
<td>02/01/2016</td>
</tr>
<tr>
<td>Cynthia I Wheeler</td>
<td>FHP/CNP Mgr-8/187</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>Theresa P Hamson</td>
<td>FLYM/Bus Aide-4/182</td>
<td>12/11/2015</td>
</tr>
<tr>
<td>Tara B Vegas</td>
<td>GFSE/PK Aide-7.5/182</td>
<td>12/04/2015</td>
</tr>
<tr>
<td>Ange L Durant</td>
<td>SPFH/Itin Nurse-9Mo</td>
<td>12/18/2015</td>
</tr>
</tbody>
</table>

---

^ Applying for Alabama certification via a non-tractional approach

^ Certified employee in a classified position

Recommendation: That the Board approve the retirement and resignations of the personnel mentioned above.

Date: December 3, 2015
Submitted by: Jennifer Sinclair

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date: 12-4-2015
Superintendent: Eddie Tyler

Tuesday, December 08, 2015
ACTION ADDENDUM - BOARD MEETING
Item Retirements and Resignations of Personnel

Background Information:

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL/POSITION</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Certified Retirement</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Brenda Langham</td>
<td>PGE/6th Grade</td>
<td>02/01/2016</td>
</tr>
<tr>
<td><strong>Certified Resignations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Angela M Walker-Daniel</td>
<td>NWT/9th Grade</td>
<td>12/31/2015</td>
</tr>
</tbody>
</table>

1 Applying for Alabama certification via a non-traditional approach
2 Certificated employee in a classified position

Recommendation: That the Board approve the retirement and resignations of the personnel mentioned herein.

Date: December 8, 2015
Submitted by: ____________________________

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date: 12-8-15
Superintendent: ____________________________

Jennifer Sinclair, Supt.

Digitally signed by Jennifer Sinclair
DN: cn=Jennifer Sinclair, ou=Baldwin County Public Schools, ou=Human Resources, ou=BCPS, o=BCSBE, c=US
Date: 2015.12.08 11:52:15 -06'00'

Tuesday, December 08, 2015
ACTION ADDENDUM - BOARD MEETING

Item  Retirements and Resignations of Personnel

Background Information:

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL/POSITION</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashley S Cobb</td>
<td>FHPH/Lb Alde-7/182</td>
<td>12/08/2015</td>
</tr>
</tbody>
</table>

1 Applying for Alabama certification via a non-traditional approach
2 Certificated employee in a classified position

Recommendation: That the Board approve the retirement and resignations of the personnel mentioned herein above.

Date: December 8, 2015 Submitted by: Jennifer Sinclair

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date: 12-8-15 Superman:

Tuesday, December 08, 2015
ACTION AGENDA (___New / ____ Unfinished Business)

Item Transfer of Personnel

Background Information

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM/POSITION</th>
<th>TO/POSITION</th>
<th>REPLACING</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Non-Tenured Certificated Transfers</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Jonathan A Beason</td>
<td>FLY/Int 5th Grade</td>
<td>FLY/5th Grade</td>
<td>Stefani Prince</td>
<td>01/04/2016 - 05/27/2016</td>
</tr>
<tr>
<td><strong>Classified Reassignments</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Probationary Classified Transfers</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Randal A LeDrew Jr</td>
<td>FHPM/Bus Driver</td>
<td>FHPM/Bus Driver</td>
<td>Same Position</td>
<td>09/01/2015</td>
</tr>
<tr>
<td>5. James M Ekund</td>
<td>FHPM/Bus Driver</td>
<td>FHPM/Bus Driver</td>
<td>Same Position</td>
<td>12/09/2015</td>
</tr>
<tr>
<td>6. Mark F Hunter</td>
<td>FHPM/Bus Driver</td>
<td>FHPM/Bus Driver</td>
<td>Same Position</td>
<td>09/01/2015</td>
</tr>
<tr>
<td>7. Robert J Shores</td>
<td>FHPM/Bus Driver</td>
<td>FHPM/Bus Driver</td>
<td>Same Position</td>
<td>09/01/2015</td>
</tr>
</tbody>
</table>

1 Applying for Alabama certification via a non-traditional approach
2 Certified employee in a classified position

Recommendation: That the Board approve the transfers/assignments of personnel as listed herein above.

Date December 3, 2015 Submitted by Jennifer Sinclair

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date 12-4-2015 Superintendent Eddie Tyler

Tuesday, December 08, 2015
**ACTION ADDENDUM - BOARD MEETING**

**Item: Transfer of Personnel**

**Background Information:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM POSITION</th>
<th>TO POSITION</th>
<th>REPLACING</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel W Starling III</td>
<td>FHPM/Bus Driver</td>
<td>FHPM/Bus Driver</td>
<td>Same Position</td>
<td>09/01/2015</td>
</tr>
<tr>
<td>Anita Rogers</td>
<td>FHPM/Bus Driver</td>
<td>FHPM/Bus Driver</td>
<td>Same Position</td>
<td>09/01/2015</td>
</tr>
<tr>
<td>Timothy Curry</td>
<td>CBM/Custodian-8/242</td>
<td>LXYE/Bldg &amp; Gr Manager</td>
<td>Dennis Rider</td>
<td>01/01/2016</td>
</tr>
</tbody>
</table>

**Classified Reassignments**

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM POSITION</th>
<th>TO POSITION</th>
<th>REPLACING</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elaine Z Thomas</td>
<td>FHPM/Lb Aide-7/182</td>
<td>FHPM/Quip-8/202</td>
<td>Ashley Cobb</td>
<td>11/30/2015</td>
</tr>
<tr>
<td>Bradley C Robinson</td>
<td>RWL/Custodian-8/242</td>
<td>RWL/Bldg &amp; Gr Manager</td>
<td>Jerry Archie</td>
<td>01/04/2016</td>
</tr>
</tbody>
</table>

**Probationary Classified Transfers**

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM POSITION</th>
<th>TO POSITION</th>
<th>REPLACING</th>
<th>EFFECTIVE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Landis A Bryant</td>
<td>ELR/Custodian-8/242</td>
<td>CBM/Custodian-8/242</td>
<td>Timothy Curry</td>
<td>01/04/2016</td>
</tr>
</tbody>
</table>

---

1 Applying for Alabama certification via a non-traditional approach  
2 Certified employee in a classified position  

**Recommendation:** That the Board approve the transfer/reassignment of personnel as listed hereinabove.

**Date:** December 8, 2015

**Submitted by:** Jennifer Sinclair

The Superintendent concurs in this recommendation and submits same for board consideration for approval.

**Date:** 12-8-15

**Superintendent:**

Tuesday, December 08, 2015
**ACTION AGENDA** (___New / ___Unfinished Business)

**Item: Employment of Personnel**

**Background Information**

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL/POSITION</th>
<th>REPLACING</th>
<th>EFFECTIVE DATE</th>
<th>CERT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Certificated</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Britany T Faison</td>
<td>RBDH/Social Science</td>
<td>Rhonda King</td>
<td>12/14/2015</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Classified</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Robin E Nelson</td>
<td>RWU/Bus Driver</td>
<td>Melissa Potter</td>
<td>01/05/2016</td>
<td></td>
</tr>
</tbody>
</table>

1. Applying for Alabama certification via a non-traditional approach
2. Certificate employee in a classified position

Recommendation: That the Board approve the assignments as submitted hereinabove.

Date: December 3, 2015  Submitted by: Jennifer Sinclair

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date: 12-4-2015  Superintendent: Eddie Tyler

Tuesday, December 08, 2015
**ACTION ADDENDUM - BOARD MEETING**

**Item:** Employment of Personnel

**Background Information:**

<table>
<thead>
<tr>
<th>NAME</th>
<th>SCHOOL/POSITION</th>
<th>REPLACING</th>
<th>EFFECTIVE DATE</th>
<th>CERT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Sarah D Boyett</td>
<td>FHPP/1st Grade</td>
<td>Susan Roy</td>
<td>01/04/2016</td>
<td>Yes</td>
</tr>
<tr>
<td>2. Xiu R Tan</td>
<td>DPM/Bus Driver</td>
<td>Ferron Smith</td>
<td>12/14/2015</td>
<td></td>
</tr>
<tr>
<td>3. Ashley B Horsley</td>
<td>FHP/Custodian-8/202</td>
<td>Kiara Smith</td>
<td>12/14/2015</td>
<td></td>
</tr>
</tbody>
</table>

Footnotes:

1. Applying for Alabama certification via a non-traditional approach
2. Certificated employee in a classified position

**Recommendation:** That the Board approve the assignments as submitted heretofore.

Date: December 8, 2015

Submitted by: ______________

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date: **12-8-15**

Superintendent: ______________

**Jennifer Sinclair**

Digitally signed by Jennifer Sinclair
Enrolled Solicitor, State of Baldwin County Public Schools, Office of Human Resources, email: jsinclair@bcps.org, c/o LS
Date: 2015.12.08 17:53:59 -06'00'
ACTION AGENDA (New / Unfinished Business)
Item Suspension of Personnel - Unpaid

Background Information

NAME  SCHOOL/POSITION  EFFECTIVE DATE

Classified Suspensions

1. Ellen J Dean  FLYE/Clerk-B/242  01/04/2016 - 01/15/2016

1 Applying for Alabama certification via a non-traditional approach
2 Certificated employee in a classified position

Recommendation: That the Board approve the unpaid suspensions as submitted hereinabove. Reasons for the proposed unpaid suspensions were submitted to board members earlier under separate cover.

Date: December 3, 2015 Submitted by Jennifer Sinclair

The Superintendent concurs in this recommendation and submits same for Board consideration for approval.

Date: 12-4-2015 Superintendent: Eddie Tyler

Tuesday December 08, 2015