DATE: TUESDAY, JULY 12, 2016

TIME: 5:30 P.M.

KIND OF MEETING: REGULAR MEETING OF THE BOARD OF TRUSTEES OF

THE JACKSON PUBLIC SCHOOL DISTRICT

WHERE HELD: 621 SOUTH STATE STREET JACKSON, MS 39201

PRESIDING OFFICER: MS. BENETA D. BURT, BOARD PRESIDENT

MEMBERS PRESENT: MS. BENETA D. BURT, BOARD PRESIDENT

DR. RICHARD LIND, VICE-PRESIDENT

MR. JED OPPENHEIM, SECRETARY

MRS. CAMILLE S. SIMMS, MEMBER, VIA TELEPHONE

MR. RICKEY D. JONES, MEMBER MR. KODI D. HOBBS, MEMBER

BOARD MEMBERS ABSENT: NONE - THIS IS A SIX (6) MEMBER BOARD. ON JUNE 30, 2016, DR. OTHA BURTON'S TERM EXPIRED.

ATTORNEYS AND ADMINISTRATIVE STAFF

Dr. Cedrick Gray

Mr. Sherwin Johnson

Ms. Chinelo Evans

Ms. Sharolyn Miller

Dr. Freddrick Murray

Dr. Michelle King

Ms. Saundra Lyons

Hon. Dorian Turner

Dr. Margrit Wallace

Hon. JoAnne N. Shepherd

Mr. Fred D. Davis

Dr. William Merritt, IV

Dr. Michelle King

Ms. Stephanie Nelson

Mrs. Vikki D. Mumford, Board Secretary, was keeper of record for this board meeting.

The Regular Meeting of the Board of Trustees of the Jackson Public School District was called to order at 5:30 P.M. by Ms. Beneta D, Burt, Board President. She extended greetings to all present and those viewing by television. Ms. Burt then called for the student who would lead the pledge of allegiance, followed by the minister who would bring the prayer of invocation.

The Pledge of Allegiance to the Flag: Jaliyah Richardson is a fourth grade scholar at George Elementary School. Ms. Jazemine Richardson and Mr. Roscoe Stapleton are her proud parents. Board Member, Mr. Jed Oppenheim, was Jaliyah's reading mate during her third grade year and she feels very fortunate today to have him as a friend. Jaliyah's hobbies include: dancing, watching TV, playing teacher and playing with her dolls. After graduating high school, Jaliyah plans to attend Jackson State University to begin her studies to become a doctor.

The Invocation was given by Reverend Leonard Jenkins who was born and raised in Tifton, Georgia. He is a graduate of Cook County Training High School in Adel, Georgia. He received a bachelor's of arts degree from Jackson State University and a master of theology degree from Wesley Baptist Seminary here in Jackson. Reverend Jenkins accepted his call into the ministry and was licensed to preach the gospel under the pastorate of Dr. Jerry Young, his spiritual leader & pastor of New Hope Baptist Church. Reverend Jenkins has served in the United States' Navy and upon his arrival to Jackson, MS he became employed at the Davis Planetarium. Before his retirement, he served this community as a part-time police officer with the Jackson Police Department.

Rev. Jenkins now services as one of five associate Ministers of New Hope Baptist Church. He is married to Mrs. Tommie Lockhart Jenkins and together they are actively engaged in the HOMEBUILDERS MINISTRY, a marriage strengthening ministry. He and his wife are the proud parents of five adult children.



For Release: Monday, July 11, 2016

Subject: School Board Meeting, July 12, 2016, at 5:30 p.m.

Contact: Sherwin Johnson, JPS Public and Media Relations, 601-960-8935

The Board of Trustees of Jackson Public Schools will hold their regular meeting at 5:30 p.m. on Tuesday, July 12, 2016, in the School Board meeting room at 621 South State Street. The Board also will take into consideration any other matter properly coming before the Board.

The meeting will be available on the JPS ITV You Tube Channel at a later date.



BOARD OF TRUSTEES, SUPERINTENDENT AND ATTORNEYS Jackson Public School District

662 South President Street Jackson, MS 39201 Post Office Box 2338 Jackson, MS 39225

(601) 973-8625 Fax: 601/960-0324 Contact Information for Board Members for 2015-2016 School Year

Name and Occupation	Ward and Address	Phone	Title	
Ms. Beneta D. Burt Executive Director Mississippi Road Map to Health Equity, Inc.	Ward 3 5 Autumn Cove Jackson, MS 39206 bburt@jackson.k12.ms.us benetaburt@bellsouth.net	Home: (601) 362-5987 Work: (601) 987-6783 Cell: (601) 951-9273	Board President	
Dr. Richard Lind Director of Food Service Manager-CMMC Medical Center	Ward 6 111 Oakridge Drive Jackson, MS 39212 Rlind38599@aol.com rilind@jackson.k12.ms.us	Cell: (601)672-5595 Home: (601) 373-8931	Vice President	
Mr. Jed H. Oppenheim Director of Community Engagement - United Way of the Capital Area	Ward 7 1805 Devine Street Jackson, MS 39202 joppenheim@jackson.k12.ms.us jedopp@gmail.com	Cell: (310) 994-1841	Secretary	
Mrs. Camille Stutts Simms, Insurance Broker and Retail Store Co-Owner	Ward 4 2451 Montebello Dr. Jackson, MS 39213 camillesimms07@gmail.com csimms@jackson.k12.ms.us	Cell: 601/918- 8076 Business: 769-216-2587	Board Member	
Mr. Rickey D. Jones Certified Business Counselor, MS Small Business Development Center & Real Estate Agent, Realtor	Ward 5 1020 Dewey Street Jackson, MS 39209 Rickeyjones33@gmail.com rickeyj@jackson.k12.ms.us	Cell 769/218-9124	Board Member	
Mr. Kodi Hobbs The Hobbs Group LLC Alfa Insurance Agency Hobbs Properties	Ward 1 114 Cativo Dr. Jackson, MS 39211 khobbs@alfains.com Kodih@jackson.k12.ms.us	Cell 601/454-9319	Board Member	
Dr. Cedrick Gray, Superintendent, JPSD	cegray@jackson.k12.us.us	Work: (601) 960-8725	Superintendent	
Ms. Joanne Shepherd District Counsel, JPSD	Joanne Shepherd P.O. Box 2338		District Counsel	
Ms. Dorian Turner Board Attorney, JPSD deturner@detpllc.com http://www.jackson.k12.ms.		Cell:601/942-8346 (601) 354-2971 Fax: (601) 354-3656	Board Attorney	

On July 1, 2015, this became a five (5) member board as Mr. Timothy D. Collins and Mrs. Monica Gilmore-Love terms' expired June 30th. On August 4, 2015, two new board members took the oath of office. They were Mr. Rickey D. Jones and Mr. Kodi D. Hobbs. The JPSD is headed by Dr. Cedrick Gray, Superintendent. The Hon. JoAnne N. Shepherd is District Counsel and the Hon. Dorian Turner is Board Attorney. Mrs. Vikki D. Mumford is Secretary to the Board. Contact information for Board Secretary is: Vmumford@jackson.kl2.ms.us, her direct line is 601/973-8625.

ESTABLISHMENT OF A QUORUM

The Regular Meeting of the Board of Trustees of the Jackson Public School District was called to order at 5:30 P.M., by Ms. Beneta D. Burt, Board President, and Presiding Officer. She established that a quorum was present, consisting of all six (6) board members along with Mrs. Camille S. Simms participating via telephone. Note: Dr. Burton's term as a board member expired June 30, 2016, and on this day, the board conducted business with six (6) members instead of seven.

Give under my hand, this the 13th day of Jul

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct account of attendance of the meeting of the Board of Trustees of said District that was held on the 12th day of July, 2016, as the same appears on record in the Minute Book of said Board.



Jackson Public Schools

FINAL AGENDA

Regular Meeting of the Board of Trustees JACKSON PUBLIC SCHOOL DISTRICT

DATE: July 12, 2016 TIME: 5:30 PM

PLACE: 621 South State Street Jackson, MS

, Print

Call to Order

a. Greetings and Opening Remarks

Ms. Beneta D. **Burt. Board** President

b. The Pledge of Allegiance to the Flag

Elementary **Division**

c. The Prayer of Invocation

Minister

Establishment of Quorum H.

III. Adoption of Agenda

a. Review of Appealed and Non-Appealed Discipline Cases

Dr. Bishop Knox, **Executive** Director of Student Services

IV. Reading and Approving Minutes of:

a. June 21, 2016, Special Meeting, the June 21, 2016, Regular Meeting and the June 23, 2016, Special Meeting for Budget Approval

Mrs. Vikki D. Mumford, Secretary to the Board of Trustees

V. Public Participation for General Comments and/or Proposed Policy Issues

VI. Superintendent's Reports/Announcements

a. Wildly Important Goals Update

VII. Information Items Only:

a. Review of Revisions to Policies Listed Below:

Hon, JoAnne N. Shepherd, **District** Counsel

VIII. Information/Action Items:

			Technology
	i.	Approval of Consulting Services Agreement between Danny Wade and the Jackson Public School District	Dr. Jason Sargent, Chief of Staff
	j.	Approval of GAAI - Terms of Employment Classified Personnel	Hon. J. Shepherd
	k.	Approval of Deletion of GAAJ Allocation of Staff by School	Hon. J. Shepherd
	i.	Approval of Policy GABC - Promotion	Hon. J. Shepherd
	m.	Approval of Policy GBEG - Nonrenewal or Nonreemployment of Certified Personnel	Hon. J. Shepherd
	n.	Approval of Policy GBEE - Termination of Employment of Certified Employees	Hon. J. Shepherd
XI.	CC	DNSENT AGENDA ITEMS - Personnel:	
	a.	Approval of Staff Personnel Matters	Ms. Saundra Lyons, Executive Director of Human Resources
	b.	Approval of the Compliance Coordinator (Exceptional Education) Job Description.	Ms. Lyons
XII.	Ot	her Business	

XI

XIII. Consideration to Hold an Executive Session

XIV. Adjourn

REVIEW OF APPEALED AND NON-APPEALED DISCIPLINE CASES

NONE

ORDER ADOPTING THE AGENDA FOR THE JULY 12, 2016, REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE JACKSON PUBLIC SCHOOL DISTRICT

Dr. Gray requested that personnel item XI. b. Approval of the Compliance Coordinator (Exceptional Education) Job Description be moved and placed under VIII. Information/Action Items as item b. Additionally, Ms. Shepherd stated that her policies listed in the board material as attachments will be listed as an addendum to the agenda for the sake of the minutes/record. Mr. Jed Oppenheim moved, seconded by Dr. Richard Lind, to adopt the agenda with the noted change and accommodation. All six (6) board members voted "aye," in favor of the motion. The motion carried by a unanimous vote of 6 to 0. Note: (1) Mrs. Camille Simms participated via telephone. (2) This is a six member board as Dr. Otha Burton's term expired June 30, 2016, and his replacement has not been named at this time.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District held on the 12th day of July, 2016, as the same appears on record in the Minute Book of said Board.

Given under my hand this the 13th day of

Assistant Secretary Board of Trustees

July, 201

ORDER APPROVING MINUTES OF THE JUNE 21, 2016, SPECIAL MEETING, THE JUNE 21, 2016, REGULAR MEETING AND THE JUNE 23, 2016, SPECIAL MEETING FOR BUDGET APPROVAL

Dr. Richard Lind moved, seconded by Mr. Kodi Hobbs, to approve minutes of the June 21, 2016, Special Meeting, the June 21, 2016, Regular Meeting; and the June 23, 2016 Special Meeting. All six (6) board members voted "aye," in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the proceeding of the Board of Trustees of said District adopted on the 12th day of July, 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand this 13th day of July 2016.

PUBLIC PARTICIPATION

NONE

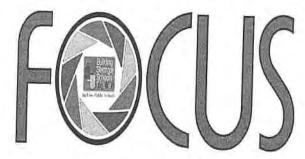
SUPERINTENDENT'S REPORTS/ANNOUNCEMENTS

- A Moment of silence due to the turmoil in this country. Black males and police shootings.
- Dr. Gray's vision of JPS is to have high achieving schools and a safe learning environment that get every child ready every day for life.
- The JPS and City of Jackson Summer Feeding Program are from June 6 July 15; sites are available on the website.
- Online registration for new and returning scholars begins on July 12, 2016. Parents must make an initial visit to their child's school in their attendance zone.
- Parents were reminded of their child's Summer Reading Requirements.
- Miss Sales Tax Holiday will be July 29-30 2016; only clothing and shoes can be purchased without taxes.
- Isabel Elementary School has received a major grant. Mr. Stephen George and the Principal of George Elementary were recognized. The grant will improve the technology infrastructure at George. George is one of the Schools' of Promise.
- Dr. Gray stated that he will update the board once each month on JPS Wildly Important Goals.
- Board members will be given data assessment at the place of "Other Business' on the agenda.

End of Superintendent's Remarks and Announcements

INFORMATION ITEMS ONLY POLICIES

All of these policies listed on the following three pages were accepted for information. These policies will be sent out to schools for public responses; and they will presented at a later date for board approval.



Summary of Board of Trustees Agenda Item

Office of District Counsel
Review of Revisions to Various Policies
Information Item Only
July 12, 2016
Executive Summary

Recommended Action: Review of Various Policies:

Policy EFA: Student Insurance Program

Policy EBAA/AFA: Emergency Closing

Policy JCR: Homeless Children

Policy IKD: English Language Learners

Policy IFE/KF: Community Instructional Resources

Policy KA: School-Community Relations Goals

Policy KCB: Community Involvement in Decision Making

Policy KJA: School Volunteers Policy

Policy KK/LCF: Parent Organizations

Policy KKA/JAB: Parent Involvement Policy

Policy IJ: Selection of Instructional Materials, Selection of Procedures,

Parent Permission Form, and Student

Policy IDI: Adult Education

Policy JK: Dropout Prevention

Policy EFA: Student Insurance Program

Policy JFG: Student Insurance

Policy IH/JE: Guidance Program

Policy AE: School Year

Policy JBL: Minimum School Day, School Attendance, Tardiness and Excuses

Policy GBH: Evaluation of Professional Personnel

Policy JBD/AD: Assignment to Schools

Policy JBI/IDD: Grade and Subject Classification

Policy JBK/IGE: Appraisal Reports

Policy JDG: Student Dismissal Precautions

Policy IFD: School Libraries

Policy JCBAA: Anti Bullying Policy for Students

Policy JBJ/IGB: Promotion and Retention of Students

Policy JCB: Student Conduct

Policy Dyslexia: Dyslexia Screening

Policy IDE: Exceptional Children

Policy IDEE: Guarantees for Students with Disabilities

Policy IGC/JBR: Certificate for Completion of Prescribed Program

Policy JCFAA: Parental Right Pursuant to the Protection of Pipil Rights Amendment (PPRA)

Policy IHA: Cumulative Folder and Permanent Record

Policy JBA: Age

Policy JBB: Birth Certificate

Policy JBC: Immunizations

Policy JBE: Bona Fide Residence

Policy JBF: Nonresident Student

Policy JBG: District to District Transfer

Policy JBH-Transfers Inside of District

Policy JBN: Truancy

Policy JBO: Admission of Transfer Students

Policy JBPA: Rights of Custodial or Non-Custodial Parents

Policy JBP: Student Withdrawal from School

Policy JB: School Admission

Policy JCE: Transcripts

Policy DEGD/JCA/JCK: Damage or Loss Charges

Policy EFA: Student Insurance Program

Policy IFB/DEGD/JCK:

Policy JCK: Student Fee, Fines, and Charges

Policy GACF/JDE: Collections and Solicitations

Policy JF: School Activities

Policy DF/JFA: School Activities Fund Management

Policy IFEA/JFC/ECC/KFA: Field Trips

Policy JFG: Student Insurance

Policy KH: Public Gifts

Policy AFA/EBBA: Emergency Closing of Schools

Policy KI: Advertising in Student Publications

Policy KL: Public Complaints

Policy IKC: Flag Displays

Policy IKB: Teaching about Religion and Prayer in School

Policy JCFA: Notification of Rights Under the Family Educational

Rights for Elementary and Secondary Schools

Policy JCP: Sexual Harassment Students

Policy JDAA: Self Administration of Asthma Medication by Students

Policy JDAB: Administering Medication to Students

Policy JDAC: Asthma Management Policy

Policy JAA: Equal Educational Opportunities

Rationale/Justification: The revisions will reflect various policies in including such categories as E- Support Services; D- Fiscal Management; I- Instructional Program; J- Students; and K- School Community Relations.

Advertisement and Selection: NA

Evaluation: These policies will be reviewed periodically to ensure effectiveness and compliance local, state and federal laws, and the operations of the District.

Budgetary Information: NA

Wildly Important Goal (WIG) No. 3: Attract and retain high quality teachers, administrators and staff.

APPROVAL OF JROTC INSTRUCTOR (DISTRICT PAID) JOB DESCRIPTION

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by Ms. Saundra Lyons, Executive Director of Personnel, for approval of a job description for JROTC Instructor that is to be paid out of district funds. A copy of the job description was included in the board material and a copy is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation was well received and that the job description should be approved.

NOW, THEREFORE, upon motion duly made by Dr. Richard Lind, seconded by Mr. Rickey D. Jones, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Ms. Saundra Lyons, Executive Director of Personnel, for approval of a job description for a JROTC Instructor that is to be paid out of district funds, IS HEREBY APPROVED. A copy of the job description was included in the board material and a copy is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July,

7 TF (7 ,) 17

APPROVAL OF COMPLIANCE COORDINATOR (EXCEPTIONAL EDUCATION) JOB DESCRIPTION

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by Ms. Saundra Lyons, Executive Director of Personnel, for approval of a job description for compliance coordinator for exceptional education. A copy of the job description was included in the board material and a copy is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation was well received and that the job description should be approved.

NOW, THEREFORE, upon motion duly made by Mr. Jed Oppenheim, seconded by Dr. Richard Lind, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Ms. Saundra Lyons, Executive Director of Personnel, for approval of a job description for compliance coordinator for exceptional education, IS HEREBY APPROVED. A copy of the job description was included in the board material and a copy is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the $12^{\rm th}$ day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 1/3th day of July, 2016

ORDER APPROVING ACCOUNTS PAYABLE AND ACTIVITY FUND CLAIMS FOR PERIOD OF JUNE 11, 2016 THROUGH JULY 1, 2016

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by Ms. Margaret Purnell, Executive Director of Finance, seeking approval of accounts payable and activity fund claims for the period of June 11, 2016, through July 1, 2016. A copy of the report was included in the board material and a copy is hereto attached.

After due discussion and consideration, the Board determined that accounts payable and activity fund claims were well received and that the recommendation should be approved.

NOW, THEREFORE, upon motion duly made by Dr. Richard Lind, seconded by Mr. Rickey D. Jones, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED THAT the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Ms. Margaret Purnell, Executive Director of Finance, seeking approval of accounts payable and activity fund claims for the period of June 11, 2016, through July 1, 2016, IS HEREBY APPROVED. A copy of the report was included in the board material and a copy is hereto attached.

The undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify, that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July, 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION FOR VARIOUS BIDS

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by Ms. Margaret Purnell, Executive Director of Finance, for approval of various bids. A list of these bids is hereto attached

After due discussion and consideration, the Board determined that the recommendation was well received and should be approved.

NOW, THEREFORE, upon motion duly made by Dr. Richard Lind, seconded by Mr. Rickey D. Jones, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS FURTHER ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Ms. Margaret Purnell, Executive Director of Finance, for approval of various bids, is hereby authorized to issue purchase orders and/or execute contracts and all related documents for these bids.

IT IS FURTHER ORDERED that the prior solicitation of bid proposals for services and/or commodities indicated on the attachments IS HEREBY RATIFIED.

IT IS FURTHER ORDERED that the bid of bidders who failed to comply with bid requirements be rejected for the reason(s) indicated on the tabulation sheet(s) for each bid category.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION TO ACCEPT VARIOUS DONATIONS TO DEPARTMENTS/SCHOOLS

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Ms. Margaret Purnell, Executive Director of Finance, to accept various donations to departments/schools. A list of the donations was included in the board material and read at the board meeting.

After due discussion and consideration, the Board determined that the above recommendation to accept various donations was well received and should be approved.

NOW, THEREFORE, upon motion duly made by Dr. Richard Lind, seconded by Mr. Rickey D. Jones, and for good cause shown, all six (6) board members present voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Ms. Margaret Purnell, Executive Director of Finance, to accept various donations to department/schools, IS HEREBY APPROVED. A list of the donations is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July, 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016.

ORDER APPROVING INCOMING AND OUTGOING DISTRICT TRANSFER STUDENTS

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Dr. Jason Sargent, Chief of Staff, seeking approval of incoming and outgoing district transfer students. A list of incoming and outgoing district transfer students is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation was well received and the requests of transfer students should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented Dr. Jason Sargent, Chief of Staff, seeking approval of incoming and outgoing district transfer students, IS HEREBY APPROVED. A list of students requesting transfers is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the $12^{\rm th}$ day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016.

X. b Gray/Dr. Miller Board File

RECOMMENDATION FOR APPROVAL OF AMENDMENT TO CONSULTING SERVICES AGREEMENT BETWEEN MARION COUNSELING SERVICES PLLC AND THE JACKSON PUBLIC SCHOOL DISTRICT

This agenda item was tabled and with supplementation of documents, it will be placed on the July 26, 2016, Regular Meeting agenda.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016

APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN THE MISSISSIPPI STATE DEPARTMENT OF HEALTH AND THE JACKSON PUBLIC SCHOOL DISTRICT

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Dr. Sherard Hollins, Director of Accountability and Research, seeking approval of a memorandum of understanding between the Mississippi State Department of Health and the Jackson Public School District. A copy of the MOU is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation for a memorandum of understanding was well received and should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Rickey D. Jones, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Dr. Sherard Hollins, Director of Accountability and Research, seeking approval of a memorandum of understanding between the Mississippi State Department of Health and the Jackson Public School District, IS HEREBY APPROVED. A copy of the MOU is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016

APPROVAL OF CONSULTING SERVICES AGREEMENT BETWEEN FROG STREET PRESS, INC. AND THE JACKSON PUBLIC SCHOOL DISTRICT

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Dr. Abby Webley, Director of State and Federal Program seeking approval of a consulting services agreement between Frog Press Street Press, Inc., and the Jackson Public School District. A copy of the consulting services agreement is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation for a consulting services agreement was well received and should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Dr. Abby Webley, Director of State and Federal Program seeking approval of a consulting services agreement between Frog Press Street Press, Inc., and the Jackson Public School District, IS HEREBY APPROVED. A copy of the consulting services agreement is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016

APPROVAL OF CONSULTING SERVICES AGREEMENT BETWEEN THINK THROUGH MATH AND THE JACKSON PUBLIC SCHOOL DISTRICT

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Dr. Abby Webley, Director of State and Federal Programs, seeking approval of a consulting services agreement between Think Through Math, and the Jackson Public School District. A copy of the consulting services agreement is hereto attached.

After due discussion and consideration, the determined that the above recommendation for a consulting services agreement was well received and should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Dr. Abby Webley, Director of State and Federal Program seeking approval of a consulting services agreement between Think Through Math and the Jackson Public School District, IS HEREBY APPROVED. the consulting services agreement is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the $12^{\rm th}$ day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016

APPROVAL OF CONSULTING SERVICES AGREEMENT BETWEEN DR. JOSEPH FISHER AND MR. LARRY GREER AND THE JACKSON PUBLIC SCHOOL DISTRICT

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Dr. Mario Miller, Executive Director of Exceptional Education, seeking approval of consulting services agreements between Dr. Joseph Fisher and Mr. Larry Greer and the Jackson Public School District. Copies of each of the consulting services agreements are hereto attached, respectively.

After due discussion and consideration, the Board determined that the above recommendation for consulting services agreements was well received and should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Dr. Mario Miller, Executive Director of Exceptional Education, seeking approval of a consulting services agreements between Dr. Joseph Fisher and Mr. Larry Greer and the Jackson Public School District, IS HEREBY APPROVED. Copies of each of the consulting services agreement are hereto attached, respectively.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of

Kel S. VA

Assistant Secretary Board of Trustees

July, 2016

APPROVAL OF FACILITIES RENTAL AGREEMENT BETWEEN THE MISSISSIPPI FAIR COMMISSION AND THE JACKSON PUBLIC SCHOOL DISTRICT

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Dr. Mario Miller, Executive Director of Exceptional Education, seeking approval of a facilities rental agreement between the Mississippi Fair Commission, and the Jackson Public School District. A copy of the rental agreement is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation for a facilities rental agreement was well received and should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Dr. Mario Miller, Executive Director of Exceptional Education, seeking approval of a facilities rental agreement between the Mississippi Fair Commission and the Jackson Public School District, IS HEREBY APPROVED. A copy of the rental agreement is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the $12^{\rm th}$ day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016,

APPROVAL OF ANNUAL AGREEMENT BETWEEN KILLER TRACKS AND THE JACKSON PUBLIC SCHOOL DISTRICT

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Mr. Larry Keeler, Director of Information Technology, seeking approval of an annual agreement between Killer Tracks and the Jackson Public School District. A copy of the agreement is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation for an agreement with Killer Track was well received and should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Mr. Larry Keeler, Director of Information Technology, seeking approval of an annual agreement between Killer Tracks and the Jackson Public School District, IS HEREBY APPROVED. A copy of the agreement is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016,

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION FOR A CONSULTING SERVICES AGREEMENT BETWEEN DANNY WADE AND THE JACKSON PUBLIC SCHOOL DISTRICT

The Board received a recommendation from Dr. Cedrick Gray, Superintendent; presented by Dr. Jason Sargent, Chief of Staff, seeking approval of a consulting services agreement between Danny Wade and the Jackson Public School District. A copy of the consulting services agreement was provided in the board material and a copy of same is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation for a consulting services agreement was well received and should be approved.

NOW, THEREFORE, upon the motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi D. Hobbs, and for good cause shown, all six (6) board members voted "aye", in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Dr. Jason Sargent, Chief of Staff, seeking approval of a consulting services agreement between Danny Wade and the Jackson Public School District, IS HEREBY APPROVED. A copy of the consulting services agreement was provided in the board material and a copy is hereto attached.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July, 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION FOR REVISIONS TO POLICY GAAI: TERMS OF EMPLOYMENT CLASSIFIED PERSONNEL

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by the Honorable JoAnne Shepherd, District Counsel, seeking approval of revisions to Policy GAAI: Terms of Employment of Classified Personnel. A copy of this policy was submitted as a part of the board material and a copy is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation was well received and that the recommendation should be approved.

NOW, THEREFORE, upon motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi Hobbs, and for good cause shown, all six (6) board members voted "aye," in favor of the motion. The motion carried by a vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by the Honorable JoAnne N. Shepherd, District Counsel, seeking approval of revisions to Policy GAAI: Terms of Employment of Classified Personnel IS HEREBY APPROVED. A copy of this policy was submitted as a part of the board material and a copy of said policy will be maintained in the file and reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct account of attendance of the Boart of Trustees of said District held on the 12th day of July, 2016, as the same appears on record in the Minute Book of said Board.

Give under my hand, this the 13th day of July, 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION FOR DELETION OF POLICY GAAJ: ALLOCATION OF STAFF BY SCHOOL

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by the Honorable JoAnne N. Shepherd, District Counsel, seeking approval to delete Policy GAAJ: Allocation of Staff by School. The administrative staff determined that this policy is no longer needed inasmuch as staff allocation is based on student numbers in each school. A copy of this policy was submitted as a part of the board material and a copy will continue to be maintained in the file and reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

After due discussion and consideration, the Board determined that the above recommendation was well received and that this policy should be approved for deletion.

NOW, THEREFORE, upon motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi Hobbs, and for good cause shown, all six (6) board members voted "aye," in favor of the motion. The motion carried by a vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by the Honorable JoAnne N. Shepherd, District Counsel, seeking approval to delete Policy GAAJ: Allocation of Staff by School IS HEREBY APPROVED. A copy of this policy was submitted as a part of the board material and a copy will be maintained for the record. Meanwhile, this deleted policy will be reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct account of attendance of the Boart of Trustees of said District held on the 12th day of July, 2016, as the same appears on record in the Minute Book of said Board.

Give under my hand, this the 13th day of July, 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION FOR POLICY GABC: PROMOTION

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by the Honorable JoAnne N. Shepherd, District Counsel, seeking approval of Policy GABC: Promotion. A copy of this policy was submitted as a part of the board material and a copy will be reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

After due discussion and consideration, the Board determined that the above recommendation was well received and that this policy should be approved be approved.

NOW, THEREFORE, upon motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi Hobbs, and for good cause shown, all six (6) board members voted "aye," in favor of the motion. The motion carried by a vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by the Honorable JoAnne N. Shepherd, District Counsel, seeking approval of Policy GABC: Promotion IS HEREBY APPROVED. A copy of this policy was submitted as a part of the board material and a copy will be reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct account of attendance of the Boart of Trustees of said District held on the 12th day of July, 2016, as the same appears on record in the Minute Book of said Board.

Give under my hand, this the 13th day of July, 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION
FOR REVISIONS TO POLICY GBEG: NON-RENEWAL OR
NON-REEMPLOYMENT OF CERTIFIED EMPLOYEES,
(FORMERLY ENTITLED SEPARATION OF CERTIFIED EMPLOYEES)

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by the Honorable JoAnne N. Shepherd, District Counsel, seeking approval of Policy GBEG: Non-renewal or Non-reemployment of Certified Employees. (Formerly entitled, "Separation of Certified Employees") Revisions to this policy will reflect the statutory process for not offering certified employees a contract for the next school year. This policy title will also be changed to Non-renewal or Non-reemployment of Certified Employees. A copy of this policy was submitted as a part of the board material and will be reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

After due discussion and consideration, the Board determined that the above recommendation was well received and that this policy should be approved.

NOW, THEREFORE, upon motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi Hobbs, and for good cause shown, all six (6) board members voted "aye," in favor of the motion. The motion carried by a vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by the Honorable JoAnne N. Shepherd, District Counsel, for approval of Policy GABC: Non-renewal or Non-reemployment of Certified Employees. (Formerly entitled, "Separation of Certified Employees"), IS HEREBY APPROVED. Revisions to this policy will reflect the statutory process for not offering certified employees a contract for the next school year. This policy title will also be changed to Non-renewal or Non-reemployment of Certified Employees. A copy of this policy was submitted as a part of the board material and a copy will be reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct account of attendance of the Boart of Trustees of said District held on the 12th day of July, 2016, as the same appears on record in the Minute Book of said Board.

Give under my hand, this the 13th day of July 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION FOR POLICY GBEE: TERMINATION OF EMPLOYMENT OF CERTIFIED EMPLOYEES

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by the Honorable JoAnne N. Shepherd, District Counsel, seeking approval of Policy GBEE: Termination of Employment of Certified Employees. A copy of this policy was submitted as a part of the board material and a copy will be reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

After due discussion and consideration, the Board determined that the above recommendation was well received and that this policy should be approved.

NOW, THEREFORE, upon motion duly made by Mr. Jed Oppenheim, seconded by Mr. Kodi Hobbs, and for good cause shown, all six (6) board members voted "aye," in favor of the motion. The motion carried by a vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by the Honorable JoAnne N. Shepherd, District Counsel, for approval of Policy GBEE: - Termination of Employment of Certified Employees IS HEREBY APPROVED. A copy of this policy was submitted as a part of the board material and a copy will be reviewed periodically to ensure effectiveness and compliance with local, state and federal laws.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct account of attendance of the Boart of Trustees of said District held on the 12th day of July, 2016, as the same appears on record in the Minute Book of said Board.

Give under my hand, this the 13th day of July 2016.

ORDER APPROVING THE SUPERINTENDENT'S RECOMMENDATION FOR ALL STAFF PERSONNEL MATTERS

The Board received a recommendation from Dr. Cedrick Gray, Superintendent, presented by Ms. Saundra Lyons, Executive Director of Human Resources, seeking approval of all Staff Personnel Matters. A copy of the personnel report was provided in the board material and a copy of same is hereto attached.

After due discussion and consideration, the Board determined that the above recommendation was well received and that all items should be approved except D-15. This item was pulled for further discussion in executive session

NOW, THEREFORE, upon motion duly made by Mr. Kodi Hobbs, seconded by Dr. Richard Lind, and for good cause shown, all six (6) board members voted "aye" in favor of the motion. The motion carried by a unanimous vote of 6 to 0.

IT IS, THEREFORE, ORDERED that the recommendation from Dr. Cedrick Gray, Superintendent, as presented by Ms. Saundra Lyons, Executive Director of Human Resources, seeking approval of all Staff Personnel Matters, is HEREBY APPROVED, except item D-15 which was pulled for discussion in executive session. A copy of the personnel report was provided in the board material and a redacted copy of the report is hereto attached.

The undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July 2016, as the same appears on record in Minute Book of said Board.

GIVEN under my hand, this the 18th day of July, 2016,

OTHER BUSINESS

NONE

ORDER CONVENING EXECUTIVE SESSION TO DISCUSS CONSENT AGENDA PERSONNEL: ITEM C-15, AND TO DISCUSS ONE ITEM OF PENDING LITIGATION

MOTION TO CLOSE THE MEETING AND CONSIDER CONVENING EXECUTIVE SESSION: Mr. Rickey D. Jones, moved, seconded by Mr. Kodi Hobbs, to close the meeting to determine what items will be discussed in executive session. All five (5) board members present voted "aye", in favor of the motion. The motion carried by a unanimous vote of 5 to 0. Mrs. Camille S. Simms, who participated in the regular meeting by telephone, was disconnected at this point in the meeting.

MOTION TO CONVENE AN EXECUTIVE SESSION:

Mr. Rickey D. Jones, moved, seconded by Mr. Jed Oppenheim, to enter into executive session to discuss Consent Agenda Personnel: item C-15, and to discuss one item of pending litigation. All five (5) board members present voted "aye" in favor of the motion. The motion carried by a unanimous vote of 5 to 0.

In executive session, the board first took up for consideration personnel item C-15, the recommendation of Courtney Sheriff as principal of Brown Elementary. Upon discussing the matter, Mr. Jed Oppenheim moved, and Dr. Richard Lind seconded the motion, to approve personnel item C-15, as set out in the board materials. All five (5) board members present voted "aye" in favor of the motion. The motion carried by a unanimous vote of 5 to 0.

Next, Ms. JoAnne Shepherd, district counsel, reported to the board regarding the Southern Poverty Law Center lawsuit that was recently filed against JPS and other state defendants regarding the Charter School Act. Board members received the report and took no action.

There being no further business to discuss in executive session, Mr. Rickey D. Jones moved, and Mr. Jed Oppenheim seconded the motion to exit the executive session. All five (5) members voted in favor of the motion. Upon entering open session, the board attorney reported on the matters discussed in executive session.

There being no further business, Dr. Richard Lind, moved, and Mr. Rickey D. Jones, seconded the motion to adjourn the meeting. All five (5) board members voted in favor of the motion and the meeting was adjourned.

I, the undersigned Assistant Secretary of the Board of Trustees of the Jackson Public School District, do hereby certify that the above and foregoing is a true and correct copy of the resolution of the Board of Trustees of said District adopted on the 12th day of July, 2016, as the same appears, on record in Minute Book of said Board.

GIVEN under my hand, this the 13th day of July 2015

XIV. Adjournment July 12, 2016, Regular Meeting Board File

There being no further business to discuss, Dr. Richard Lind moved, to adjourn the meeting, seconded by Mr. Rickey D. Jones. All five members present voted "aye" in favor of the motion. The motion carried by a unanimous vote of 5 to 0. The meeting was adjourned. Mrs. Camille S. Simms, participated earlier by telephone was disconnected prior to the start of the executive session. Dr. Otha Burton, Jr., was not present as his term of services expired on June 30, 2016.

Ms. Beneta D. Burt, Board President

Mr / Jed Oppenheim, Board Secretary