

MOUNTAIN EDUCATION CENTER, INC.
GOVERNING BOARD MEETING
VIDEO CONFERENCE
October 8, 2008

The Mountain Education Center, Inc. Governing Board met in a regular Governing Board meeting via video conferencing on Wednesday, October 8, 2008 at 5:00 p.m.

BOARD MEMBERS PRESENT:

Mr. Mark Henson-Superintendent, Fannin County
Mr. Randy Parson-Superintendent, Gilmer County
Mr. Dewey Moye-Superintendent, Lumpkin County
Mr. Mike Ballew-Superintendent, Pickens County
Mr. Gary Steppe-Superintendent, Stephens County
Dr. Richard Behrens-Superintendent, Towns County
Dr. Lewis McAfee-Superintendent, Union County
Dr. Paul Shaw-Superintendent, White County
Rep. Charles Jenkins, Collaborative Board Member
Mr. Mitchel Barrett-Superintendent/Principal, Mountain Education Center

BOARD MEMBERS ABSENT:

Anita Middleton, Collaborative Board Member
Barry Pritchett, Collaborative Board Member
Dr. Franklin Johnson, Collaborative Board Member

STAFF MEMBERS PRESENT:

Larry Shook, MEC Technology Director
Tighe Day-Lewis, MEC Assistant Principal
Debbie Day-Lewis, MEC Student Services Director
Myra Underwood, TCBOE & MEC Finance Director
Carol Reid, MEC Administrator Assistant

Dr. Richard Behrens called the meeting to order. Mr. Mitchel Barrett gave the invocation and Dr. Richard Behrens led the Pledge of Allegiance.

ITEM I:

Motion by Mr. Dewey Moye, second by Dr. Paul Shaw **to approve the agenda.**
Motion carried. All voted yes.

ITEM II:

Motion by Mr. Mike Ballew, second by Mr. Gary Steppe **to approve the September 17, 2008 Governing Board minutes.**
Motion carried. All voted yes.

Financial Report

Dr. Richard Behrens and Myra Underwood explained the financial report. Dr. Paul Shaw asked for explanation of budget.

ITEM III:

Motion by Dr. Paul Shaw, second by Mr. Gary Steppe **to approve the September financial report.**

Motion carried. All voted yes.

ITEM IV:

Motion by Mr. Dewey Moye, second by Mr. Gary Steppe **to go into Executive Session to discuss supplement and personnel.**

Motion carried. All voted yes.

ITEM V:

Motion by Mr. Dewey Moye, second by Mr. Mark Henson **to come out of Executive Session.** Motion carried. All voted yes.

ITEM VI:

Motion by Mr. Randy Parson, second by Mr. Dewey Moye **to approve the supplement of \$6,125 for a full time site administrator.**

Motion carried. All voted yes.

ITEM VII:

Motion by Dr. Paul Shaw, second by Mr. Dewey Moye **to approve the job description for the new Director of Finance.**

Motion was carried. All voted yes.

ITEM VIII:

Motion by Mr. Mike Ballew, second by Mr. Gary Steppe **to approve the hiring of the following personnel for the Mountain Education Center, Inc. upon completion of fingerprinting and criminal background checks.**

Motion carried. All voted yes.

1. Andrea Hulsey – MEC Director of Finance (will start November 3, 2008) pay based upon state salary scale and years' experience (T5, 20 yrs), 230 days annually (12 month employee), transfer of all sick leave balances and forfeited leave to be used toward retirement under ERS, continued membership in ERS and \$5,000 annual supplement.
2. Wade Fields – Hourly Tech Support, Stephens Site

ITEM IX:

Motion by Dr. Paul Shaw, second by Mr. Mark Henson **to approve the Capitalization Asset Policy, which was tabled at the September meeting.**

Motion carried. All voted yes.

Mr. Mitchel Barrett invited all the Board members to attend the SACS Visitation Team meeting at Brasstown Valley on October 28, 2008 at 11:30 a.m.

Mr. Mitchel Barrett discussed the new electronic signature system MEC is introducing to all the sites. This system will be used to maintain employee time records for payroll.

Mrs. Debbie Day-Lewis reported MEC had a successful Fall FTE count. The preliminary number is 713 students.

ITEM X:

Motion by Mr. Dewey Moye, second by Dr. Paul Shaw to adjourn the Governing Board meeting.

Motion carried. All voted yes.

Dr. Behrens, Governing Board Chairperson

Dr. Paul Shaw, Governing Board Secretary

MEC, Inc. Governing Board will meet November 12, 2008 via video at 5 pm.