

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION  
OF THE AUGUSTA SCHOOL DISTRICT  
January 19, 2016**

The Augusta Board of Education met in regular session at 6:00 PM on Tuesday, January 19, 2016, in the Augusta High School Library. Terry Shadwick, President, opened and presided over the meeting. Members present were Susan Bengel, Debbie Briscoe, Janice Collier, Leslie Collins, and Willie Powell. Member Charlotte Hitt was absent. Dr. Ray Nassar, Superintendent, was also present.

Terry Shadwick gave the prayer.

On a motion by Susan Bengel and a second by Leslie Collins the board approved the minutes from the December 14, 2015, meeting as presented without reading.

Terry Shadwick welcomed the visitors.

There was not a representative from the ACPEA present at the meeting.

There was not a PPC Representative present at the meeting.

Joe Brown, AE /HS Principal, was not present at the meeting. He was attending the Master Principal's Institute.

Michael Manning, Director of Student Services & AE SIS, noted there will be professional development for the ACT Aspire testing which is new for this school year. There will also be some practice testing for students. The 45 day plan has been submitted as required.

Jack Broach, HS Improvement Specialist, introduced himself to the Board. He noted that the HS is working on Formative Assessments and the HS 45 day plan has also been submitted.

Dr. Nassar presented the general finance information.

On a motion by Willie Powell and a second by Susan Bengel the board ratified payment of the bills.

Dr. Nassar presented information about the flights for the National Convention in Boston. Hotel reservations are at Embassy Suites.

Dr. Nassar presented bids for the Bus/Maint building. He noted these bids are just for the building. The dirt work, concrete, and putting up the building will be separate.

On a motion by Susan Bengel and a second by Willie Powell the board approved the bid submitted by Pinnacle as recommended by Dr. Nassar.

Dr. Nassar presented a bid by Environmental Protection Associates for asbestos removal at the HS. They are a member of TIPS/TAPS so we do not have to get other bids.

On a motion by Janice Collier and a second by Leslie Collins the board approved the bid by Environmental Protection Associates as recommended by Dr. Nassar.

Dr. Nassar presented a rough drawing for the gym addition. The board gave approval for him to get bids for this project.

Due to an audit concern the Business Continuity/Disaster Recovery Plan was revised to note that backups will be maintained for financial information at the State level and eTrition will maintain backup information for food service.

On a motion by Willie Powell and a second by Susan Bengel the board approved the revised plan as presented.

The board retired to executive session for discussion of personnel matters.

The board returned to open session.

On a motion by Willie Powell and a second by Susan Bengel the board approved extending Dr. Nassar's contract through the 2018 school year. The vote was 5-1.

The board was adjourned.

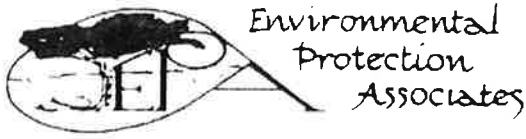
\_\_\_\_\_  
Board President

ATTEST: \_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Board Secretary

## Bus Shop/Maintenance Shop Bids

Pinnacle	\$35,442	
SBI	<del>\$32,175</del>	#36,800
Heritage	\$35,222	
Jonesboro Roofing	\$102,380	



#9 Remington Cove  
 Little Rock, Arkansas 72204  
 501-562-3818  
 Fax 501-562-5701

## PROPOSAL

**DATE:** January 13, 2016

**TO:** Ray Nassar  
 Augusta School District  
 10 Red Devil Drive  
 Augusta, AR

**PROJECT LOCATION:** Hallways, Classrooms & Cafeteria  
 Augusta High School  
 10 Red Devil Drive  
 Augusta, AR

**Environmental Protection Associates proposes to provide the following scope of work:**  
 Proper removal and disposal of asbestos containing floor tile and mastic from areas listed above.  
 Price includes filing a Notice of Intent with the Arkansas Department of Environmental Quality per regulation 21.  
 NOI requires a ten (10) working day waiting period before work may begin.  
 Price includes third party daily air monitoring.

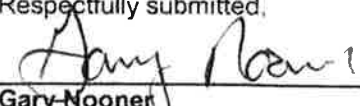
**Environmental Protection Associates - Tip Tap - Contract # 02042315**

<b>Mobilization and NOI</b>	<b>\$1,672.00</b>	Per Trip (estimating 1)
<b>TEM Clearance Air Samples</b>	<b>\$804.00</b>	Per Containment (estimating 2)
<b>Main Hallway &amp; Classrooms</b> 18,360 sft	<b>\$30,562.00</b>	5 days to complete
<b>East Hallway</b> 2,380 sft	<b>\$6,059.00</b>	1 day to complete
<b>North Hallway and Classrooms</b> 10,220 sft	<b>\$16,111.00</b>	3 days to complete
<b>West Hallway</b> 1,820 sft	<b>\$5,630.00</b>	1 day to complete
<b>Cafeteria</b> 3,720 sft	<b>\$7,118.00</b>	1 day to complete

**Owners Responsibilities:**  
 Provide power and water for the project.  
 Remove all furnishings, fixtures and stored items from the work areas prior to our arrival onsite

**For the Sum of: Sixty-eight thousand seven hundred sixty dollars and no cents**  
**\$68,760.00**

Environmental Protection Associates propose to perform the scope of work and alternates under EPA, NESHAPS, AHERA, and State of Arkansas regulations.  
 Insurance: Provide Workmans Compensation, Automobile and Comprehensive General Liability Insurance.  
 CGL to include \$1,000,000 coverage for asbestos related acts specifically. *Other limits available.*  
 Project Documentation shall be provided including all paperwork concerning this project.

Respectfully submitted,  
  
 Gary Nooner  
 Project Coordinator

*This proposal may be withdrawn by EPA if not accepted within days.  
 Payment for invoices provided shall be made days from date of invoice.*

### ACCEPTANCE OF PROPOSAL

*The above proposal and its conditions is satisfactory and is hereby accepted. EPA is authorized to do the work as proposed and outlined above.*

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Signature: \_\_\_\_\_

*Augusta School District*  
**#10**

*Business Continuity/  
Disaster Recovery Plan*

*1/11/2015*

## **Plan Overview**

This document is the Business Continuity/Disaster Recovery Plan for the Augusta School District #10. The information present in this plan guides district administration and staff in the recovery of necessary data and provides an organizational framework in the event of a disaster that affects all or part of the facilities and/or data.

The primary focus of this document is to provide a plan to respond to a disaster that destroys or severely cripples the district's facilities and/or its computer network or computer systems. The intent is to restore operations as quickly as possible with the least and most up-to-date data available.

Various threats, both natural and human, against the district and its resources exist. The school district's IT security policy documents preventative measures the technology department has implemented and/or is implementing as precautions. The Technology Disaster Recovery Plan documents responses specifically to IT-related recovery. However, we need to take into account disasters that are out of our control to prevent, both natural and otherwise. At a minimum, this document will detail the backup procedures, secondary locations, and emergency contact information. Backups for financial and student data will be made at the state level and eTriton will have the backup information for food service.

Hard-copies of this continuity/disaster plan are located in the Administration Building and Technology Department Office, Augusta Elementary School.

## **Agency-level urgency and sequence**

The most critical issue in regards to a disaster lies in the safety and well-being of the students and staff. As that is assessed and handled, the next most critical issue becomes stability and the soundness of the physical assets. These would be assessed at the building's external features, followed by examination of internal structures. Once the facilities are deemed safe, priority turns to restoring telecommunication and network connectivity so that business can be conducted with as little interruption as possible. This also includes hardware assessment

of both core and employee equipment. Each department coordinator is then responsible for the overall recovery of their area with the aid of available personnel.

### **Plan-level urgency and sequence**

The Superintendent ultimately decides which sections of this plan will be implemented and to what extent. Once the agency-level assessments (as mentioned above) are started, the teams outlined within this document will perform their assigned tasks. Any questions that arise during the implementation of this plan shall be directed to the Superintendent or other appointed personnel, as determined by the Superintendent. The sequence of execution of the plan shall be determined based on the nature and severity of the disaster which caused the execution of the plan.

## AUGUSTA SCHOOL DISTRICT ORGANIZATION AND ORDERS OF SUCCESSION

**AUGUSTA PUBLIC  
SCHOOL DISTRICT**  
Ray Nassar  
Michael Manning  
Joe Brown

High School & Elementary School	Admin/Services/Bookkeeping	Student Health/Nurse	Food Services	Transportation Coordinator	Facilities/Sanitation	Information/Technology
Joe Brown M. Manning Ray Nassar	Ellyn Bengel Donna Wedgworth	Debi Moore Jessie Bergschneider	Carla Williams Christina Martin	Steve Stovall Ray Nassar	Joseph Smith M. Manning Ray Nassar	Craig Parkridge Ray Nassar M. Manning

The following is the Augusta School District Orders of Succession to ensure that operations continue when one or more key managers are unavailable.

<b>SUPERINTENDENT:</b> SUPERINTENDENT: RAY NASSAR 1 <sup>ST</sup> SUCCESSOR: MICHAEL MANNING 2 <sup>ND</sup> SUCCESSOR: JOE BROWN	<b>FACILITIES AND SANITATION:</b> COORDINATOR: JOSEPH SMITH 1 <sup>ST</sup> SUCCESSOR: M. MANNING 2 <sup>ND</sup> SUCCESSOR: RAY NASSAR
<b>ADMINISTRATIVE SUPPORT:</b> BOOKKEEPER: ELLYN BENGEL 1 <sup>ST</sup> SUCCESSOR: DONNA WEDGWORTH	<b>TRANSPORTATION:</b> COORDINATOR: STEVE STOVALL 1 <sup>ST</sup> SUCCESSOR: RAY NASSAR
<b>AUGUSTA HIGH &amp; ELEMENTARY SCHOOL:</b> PRINCIPAL: JOE BROWN 1 <sup>ST</sup> SUCCESSOR: M. MANNING 2 <sup>ND</sup> SUCCESSOR: RAY NASSAR	<b>INFORMATION/TECHNOLOGY:</b> LEAD: CRAIG PARKRIDGE 1 <sup>ST</sup> SUCCESSOR: RAY NASSAR 2 <sup>ND</sup> SUCCESSOR: M. MANNING
<b>STUDENT HEALTH:</b> SCHOOL NURSE: DEBI MARTIN 1 <sup>ST</sup> SUCCESSOR: JESSAMINE BERGSCHNEIDER	<b>FOOD SERVICES:</b> SUPERVISOR: CARLA WILLIAMS 1 <sup>ST</sup> SUCCESSOR: CHRISTINA MARTIN

### DISASTER RECOVERY TEAM:

#### ADMINISTRATION TEAM:

POSITION	EMPLOYEE NAME	HOME PHONE	WORK PHONE	CELL PHONE
CHAIR	RAY NASSAR		870-347-2241	870-347-6741
CO-CHAIR	MICHAEL MANNING		870-347-2241	870-347-6745
TEAM MEMBER	JOE BROWN		870-347-2432 870-347-2515	870-347-7125
TEAM MEMBER	LISA MARTIN		870-347-2432	501-207-2182
TEAM MEMBER	ROY DANIELS		870-347-2515	870-347-6742
TEAM MEMBER	CARLA WILLIAMS		870-347-2515	870-373-6277
TEAM MEMBER	DEBI MARTIN		870-347-2432	870-347-6524
TEAM MEMBER	ELLYN BENGEL		870-347-2241	



**HUMAN RESOURCES/ ADMINISTRATIVE SUPPORT TEAM:**

POSITION	EMPLOYEE NAME	HOME PHONE	WORK PHONE	CELL PHONE
CHAIR	RAY NASSAR		870-347-2241	870-347-6741
CO-CHAIR	ELLYN BENDEL		870-347-2241	
TEAM MEMBER	DONNA WEDGWORTH		870-347-2241	

**ACADEMICS TEAM:**

POSITION	EMPLOYEE NAME	HOME PHONE	WORK PHONE	CELLPHONE
CHAIR	MICHAEL MANNING		870-347-2241	870-347-6745
CO-CHAIR	JOE BROWN		870-347-2432 870-347-2515	870-347-7125
CO-CHAIR BACK UP	LISA MARTIN		870-347-2432	501-207-2182
TEAM MEMBER	JESSICA STONE		870-347-2515	
TEAM MEMBER	RICHARD GREER		870-347-2515	

**FIRST AID TEAM:**

POSITION	EMPLOYEE NAME	HOME PHONE	WORK PHONE	CELLPHONE
CHAIR	DEBI MARTIN		870-347-2432	870-347-6524
TEAM MEMBER AND CHAIR BACK-UP	JESSAMINE BERGSCHNEIDER		870-347-2515	
TEAM MEMBER	JOE BROWN		870-347-2515	870-919-4320

**FOOD SERVICES:**

POSITION	EMPLOYEE NAME	HOME PHONE	WORK PHONE	CELL PHONE
CHAIR	CARLA WILLIAMS		870-347-2515	870-373-6877
TEAM MEMBER	C. MARTIN		870-347-2432	
TEAM MEMBER	JOE BROWN		870-347-2515	870-347-7125

**TRANSPORTATION TEAM:**

POSITION	EMPLOYEE NAME	HOME PHONE	WORK PHONE	CELL PHONE
CHAIR	STEVE STOVALL		870-347-5055	870-347-6743
CO-CHAIR	RAY NASSAR		870-347-2241	870-347-6741