

**OFFICIAL MINUTES OF THE
COTTER PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
JULY 17, 2025 7:00 P. M.**

The following members of the Board were in attendance at the meeting: Allen Franks, Cameron Ross, Jimmy Morgan, Russell Duggins, and Andy Slater. Administrators and other guests were also in attendance. Appropriate notice of this meeting has been given to local news media and posted on the district's website. Allen Franks called the meeting to order at 7:00 p.m.

Public Comment

Board President Allen Franks opens the floor for public comment. No comments were made.

APPROVAL OF MINUTES

Cameron Ross made a motion, seconded by Russel Duggins, to approve the meeting minutes from the June 30th, 2025 meeting.

The motion was unanimously approved. (7:00 pm)

Security Update - Shane Lively

Security Officer, Shane Lively, presented the Cyber Security Policy to the Board.

Recommendation to Approve the Cyber Security Policy

Superintendent Jones recommended that the Board approve the Cyber Security Policy as presented.

Motion to Approve the Cyber Security Policy

Cameron Ross made the motion, seconded by Jimmy Morgan, to approve the Cyber Security Policy as presented.

The motion passed unanimously. (7:02 pm)

Recommendation to Approve Food Service Bids/Purchases - Jayme Jones

The Cotter Food Service Department seeks bids annually for chemicals, milk, bread, and grocery items. Bid notices are placed in the local newspaper and sent to all vendors, along with descriptions of items and usage for each. The lowest-priced item is chosen, except when the product does not meet our standards, in which case the next lowest-priced item is ordered. Each invoice is checked for price accuracy or a credit request is made. Food Service Director, Cheyenne Burchfield, requested approval for the noted items on the attached bid summary sheets.

Motion to Approve Food Service Bids/Purchases

Cameron Ross made the motion, seconded by Andy Slater, to approve the noted items from the attached bid summary sheet.

The motion passed unanimously. (7:03 pm)

Recommendation to Approve Food Service Director General Service Agreement - Jayme Jones

Superintendent Jones discussed the General Service Agreement between Flippin School District and Cotter School District for the Food Service Director for the 2025-2026 School Year.

Motion to Approve Food Service Director General Service Agreement

Motion by Jimmy Morgan and seconded by Russel Duggins to accept the General Service Agreement for Food Service Director as presented.

The motion passed unanimously. (7:04 pm)

Recommendation to Purchase Lawn Mower

Superintendent Jones recommended the purchase of a lawn mower in the amount of \$12,824.00, with a \$500.00 trade-in.

Motion to Approve Purchase of Lawn Mower

Motion by Russel Duggins and seconded by Jimmy Morgan to approve the purchase of a lawn mower as presented.

The motion was unanimously approved. (7:07 pm)

Recommendation to Renew Vehicle Insurance

Superintendent Jones recommended renewing the Vehicle Insurance for the 2025/2026 school year through the Arkansas Public School Insurance Trust for \$14,391.00..

Motion to Approve Property and Vehicle Insurance

Motion by Jimmy Morgan and seconded by Cameron Ross to approve the Renewal of Vehicle and Property Insurance as presented.

The motion was unanimously approved. (7:08 pm)

Cotter School 25/26 District Improvement Plans

Elementary Principal Airl Cheek and High School Principal Jarod Jefferson presented the Cotter School 25/26 District Improvement Plans.

Recommendation to approve Cotter School 25/26 District Improvement Plans

Superintendent Jones recommended that the Board approve the Cotter School District Improvement Plans as presented.

Motion to approve the Cotter School District 25/26 Improvement Plans

Russel Duggins made the motion, seconded by Cameron Ross, to approve the Cotter School District Improvement Plans as recommended.

The motion carried unanimously (7:14 pm)

Cotter Public Schools 25/26 Teacher Recruitment and Retention Plan

Superintendent Jones presented the Cotter Public Schools Teacher Recruitment and Retention Plan to the Board.

Recommendation to approve Cotter Public Schools Teacher Recruitment and Retention Plan

Superintendent Jones recommended that the Board approve the Cotter Public Schools Teacher Recruitment and Retention Plan as presented.

Motion to approve the Cotter Public Schools Teacher Recruitment and Retention Plan

Jimmy Morgan made the motion, seconded by Cameron Ross, to approve the Cotter Public Schools Teacher Recruitment and Retention Plan as recommended.

The motion carried unanimously (7:16 pm)

Board Entered Executive Session - 7:16 PM

Board Exited Executive Session - 8:21 PM

Recommendations on Personnel Report – Jamye Jones

Superintendent Jones requested Board approval of the staff recommendations as submitted on the Personnel Report.

Motion on Personnel Report

Jimmy Morgan made the motion, seconded by Cameron Ross, to approve recommendations on the Personnel Report as presented.

Board member Russel Duggins abstained from voting. The other Board members voted unanimously. (8:22 pm)

Petition for Student Transfer In – Superintendent Jones

Superintendent Jones presented one (1) Petition for Transfer of Student from the Mountain Home School District into the Cotter School District.

Recommendations on Petition for Student Transfer In

Superintendent Jones requested Board approval for one (1) Petition for Transfer of Student from the Mountain Home School District into the Cotter School District.

Motion on Petition for Student Transfer In

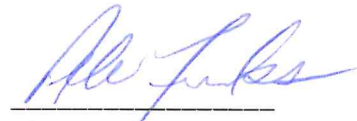
Russel Duggins made the motion, seconded by Jimmy Morgan, to approve the Petitions for Student Transfers as recommended.

The motion carried unanimously. (8:22 pm)

ADJOURNMENT

Cameron Ross made a motion, seconded by Jimmy Morgan, to adjourn the meeting.

The meeting was adjourned at 8:22 p.m.



Allen Franks, President



Jimmy Morgan, Secretary