

**METROPOLITAN ACTION COMMISSION
BOARD OF COMMISSIONERS
MEETING MINUTES
Board Room
October 23, 2008**

The Promise: Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and are dedicated to helping people help themselves and each other.

Present: Calvin Atchison, Barbara Clinton, Dale Farran, Florence Kidd, Robert McNeilly, Sandra Moore, LaVoneia Steele, and Robert Stockard

Absent: Brady Banks, Jennifer Cole, Karen Doty, Keith Durbin, Adinah Robertson, Gerri Robinson, Phil Ryan, and Maria Valentin-Pridgen

Staff/Others: Tyronda Burgess, Marvin Cox, Karen Crook, Cynthia Croom, Lisa Gallon, Cassandra Johnson-Payne, Pamela Matthews, and Rickie McQueen

Mr. McNeilly called the meeting to order at 9:00 a.m.

Motion: Approve September 25, 2008, meeting minutes.

Made by: Calvin Atchison Dale Farran

Seconded: Karen Doty

Passed unanimously.

EXECUTIVE DIRECTOR REPORT as reported by Cynthia Croom

Poverty Reduction Initiative

Of the 287 people from the Poverty Symposium who signed up to serve on one of seven committees, 192 have signed up to attend a training session on October 31 for committee members.

ITEMS REQUIRING BOARD ACTION

Out of Class Pay

On March 25, 2008, the Board of Commissioners approved a 50% out-of-class pay adjustment for a teacher assistant, which resulted in a shift differential averaging \$2.309. Accordingly, the two teacher assistants require Out-of-Class Pay above the 8% base salary for the higher classification.

- 1) Head Start teacher assistant PB (hire date March 14, 1988) worked Out of Class as a Teacher I from August 11, 2008 through September 19, 2008. At this particular time, the base rate for the Teacher I position is \$13.144 per hour. Due to her tenure, the employee's hourly rate is \$13.669. Accordingly, a 22% Out of Class adjustment would be required for this Teacher Assistant so as to provide her with an Out of Class rate that exceeded her current hourly rate. 22% above the base rate is \$16.036 / \$2.367 differential b/w hourly rate and out of class pay rate

- 2) A Head Start teacher assistant GH (hire date November 6, 1989) worked Out of Class as a Teacher I from August 12, 2008 through September 19, 2008. At this particular time, the base rate for the Teacher I position is \$13.144 per hour. Due to her tenure, the employee's hourly rate is \$13.319. Accordingly, a 19% Out of Class adjustment would be required for this Teacher Assistant so as to provide her with an Out of Class rate that exceeded her current hourly rate. 19% above the base rate is \$15.641 / \$2.322 differential b/w hourly rate and out of class pay rate

Motion: *Approve Out-of-Class Pay at the 22% and 19% respectively.*
Made by: *LaVoneia Steele*
Seconded: *Robert Stockard*
Passed unanimously.

PROGRAM REPORTS

An extensive overview of the programs was provided.

Meeting adjourned.

Minutes submitted by:

Barbara Clinton, Secretary
Board of Commissioners