

MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION, NOVEMBER 14, 2002, 6:00 P.M.

AGENDA

1. Call to Order
2. Roll Call
3. Recognition of Visitors or Delegations
4. Audience Participation
5. **Consent Agenda**
Approval of Agenda

Approval of minutes of the regular meeting of October 10, 2002, with any additions/corrections necessary (Attachments 5a)

Grant tenure to Mischelle Simcox

Approve Roan Creek Elementary PTO's request to purchase and install physical fitness center at Roan Creek Elementary. The low bidder is JTR Construction, amount \$1,440. (Attachment 5b)

Approve Board Policy maintenance contract with Tennessee School Boards Association – amount \$1,000 (Attachment 5c)

Approve the following amendments (Attachment 5d)

- General Purpose Court
- General Purpose Board
- Head Start Court #5
- Federal Projects Court
- Federal Projects Board

Approve request from Daphne Greene to take 14 4th -6th grade civic club students to Cleveland, Tennessee on December 6-8 to participate in an Elementary We The People Simulated Hearing Showcase at the We the People State High School Competition (Attachment 5e)

6. Approve the request of Doe Elementary to begin the initial Southern Association of Colleges and Schools (SACS) accreditation process and to use Dr. Mike Amstein as the facilitator (Attachment #6)
7. Approve Shaw & Shanks Architect, PC to receive bids for the bat remediation of Shady Valley Elementary School
8. Approve the preliminary project budget for Life and Fire Safety Improvements to Shady Valley Elementary School – amount \$298,280 and discussion of the two following alternates: Hardware Improvements add \$9,000; Domestic Water Line Replacement add \$4,600 (Attachment #8)
9. Update on construction projects – Shaw & Shanks Architects
 - Roan Creek Elementary
 - Vocational Masonry Shop
 - JCMS Roof
 - Shady Valley
10. Report from Student Board Member – Sally Mast

11. Any other matters which may duly come before the Board for official action

Information Items:

1. Personnel decisions made by the Director of Schools
 - Resignations
 - Resignation of Robert Coppinger as bus driver
 - Transfers
 - Edna Miller from part-time Title I/part-time REA teacher to full time REA Literacy Leader
 - Leaves
 - Michael Smith – medical leave for six days – October 31-November 8
 - Hires
 - Linda Fletcher – Vocational Daycare Care Giver
 - Cindy Pass – bus driver
 - Dorothy Harmon as part-time Title I drama teacher at RCE
 - Chris Mullins as coach of 7th grade boys basketball at JCMS
 - Jody Smith and Beverly Fletcher as homebound teachers
 - Substitute teachers: Timothy Tugman, Norman Taylor, Alicia Dunn, Greg Hopkins, Breaca Mason, Annette Matherly, Rhonda Murray, Julie Nielsen, Michelle D. Payne, Sherry Stanley, Susan Trivett, Candace Williams, Karen Zak
 - Food Service substitutes: Julie Nielsen, Rhonda Murray, Etta Roberts
2. ESC Report (Attachment Info #2)
3. Status report on safety plan – Morris Woodring
4. TSBA Fall District Meeting for 2002-2003 at Roan Creek Elementary on September 8, 2003
5. Johnson County High School basketball schedule (Attachment Info #5)
6. Report on November 9th auction
7. Congratulations to Harvey Burniston, Jr. – the National FFA Agri-Science Teacher of the Year
8. Nutrition Program Administrative Review for Johnson County Schools will be the week of November 18th.

Director's Report:

The Johnson County School System does not discriminate on the basis of disability in the programs and activities which it operates pursuant to the requirements of the Americans with Disabilities Act of 1990, Public Law 101-336. If you need provisions to attend this Board of Education meeting, please notify Minnie Miller, Director of Schools, at (423) 727-2640.

ADDENDUM

1. Accept the state prototype for the Free and Reduced-price meal policy (Attachment #1)

Information Items:

1. Personnel Decisions Made by the Director of Schools
 - Elections
 - Retha Triplett as substitute food service employee

ACTION TAKEN ON AGENDA ITEMS

- 1-2. The meeting was called to order by the Chairman, Mr. Gambill. The roll was called with all members present: Mr. Buckles, Mr. Carlton, Mr. Gregg, Ms. Stout, Mr. Gambill and Ms. Mast, student member. Audrey Reece, Recorder.

Mr. Gregg led the group in prayer and Mr. Carlton led in the Pledge to the American Flag.

- 3-4. There were no visitors or delegations to be recognized and no audience participation requests.

5. Consent Agenda

Mr. Gambill asked if any member had any item on the consent agenda he/she wished to pull off for individual discussion. Getting no response, he then asked for a motion to approve the entire consent agenda as recommended. A motion was made by Mr. Buckles, seconded by Mr. Carlton, and passed by unanimous roll call vote to approve the consent agenda as recommended, including the following amendments.

General Purpose Court Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
43570	Rec. from Ind. Schools		\$1,006.79		
44170	Misc. Refunds		\$118.86		
49800	Operating Transfers		\$10,013.44		
	Total:		\$11,139.09		

Note: The above revenue was collected and amended into revenue as indicated and into the following expenditure lines: 43570 Receipts from Individual Schools \$1,006.79 included \$73.36 reimbursement for equipment ordered through C/O, \$460.20 reimbursement for substitute teacher pay, \$261.60 reimbursement for softball expenses, \$154.73 excess copy charges, \$56.90 reimbursement for supplies purchased through C/O stock; 44170 Misc. Refunds \$118.86 included \$38.20 reimbursement for loan overpayment, \$32.25 reimbursement on uniform rental, and \$48.41 substitute teacher reimbursement; 49800 Operating Transfers **\$10,013.44 included reimbursement from REA grant and Title II Part A for teacher stipends paid from general purpose funds.**

71100-116	Teachers	\$3,600,562.82	\$8,343.39		\$3,608,906.21
71100-195	Substitute Teachers	\$64,400.00	\$427.50		\$64,827.50
71100-201	Social Security	\$248,177.08	\$543.80		\$248,720.88
71100-204	State Retirement	\$136,625.17	\$276.08		\$136,901.25
71100-212	Medicare	\$58,043.33	\$134.73		\$58,178.06
71100-429	Inst. Supplies/Materials	\$134,628.00	\$56.90		\$134,684.90
71100-722	Inst. Equipment	\$50,100.00	\$73.36		\$50,173.36
71150-399	Other Cont. Services	\$1,500.00	\$27.15		\$1,527.15
71300-195	Substitute Teachers	\$7,000.00	\$45.00		\$7,045.00
71300-201	Social Security	\$40,535.00	\$2.79		\$40,537.79
71300-212	Medicare	\$9,480.00	\$0.66		\$9,480.66
72210-524	Inservice/Staff Dev.	\$24,200.00	\$315.00		\$24,515.00
72410-104	Principals	\$249,748.00	\$130.00		\$249,878.00
72410-139	Asst. Principals	\$159,356.00	\$260.00		\$159,616.00
72410-201	Social Security	\$34,466.07	\$24.18		\$34,490.25
72410-204	State Retirement	\$21,566.36	\$13.26		\$21,579.62
72410-212	Medicare	\$8,056.44	\$5.66		\$8,062.10
72410-399	Other Cont. Services	\$9,483.00	\$127.58		\$9,610.58
72710-351	Rentals	\$6,083.85	\$32.25		\$6,116.10
76100-707	Building Improvements	\$103,081.82	\$261.60		\$103,343.42
81300-610	Prin. On Capt. Leases	\$37,400.00	\$38.20		\$37,438.20
			\$11,139.09		
71600-116	Teachers	\$95,693.00		\$5,000.00	\$90,693.00
71600-429	Inst. Supp/Materials	\$3,631.00	\$4,000.00		\$7,631.00
72260-355	Travel	\$2,267.00	\$1,000.00		\$3,267.00

(Supplies and travel were underbudgeted for the adult education program)

46980	Other State Grants	\$48,164.00	\$6,691.00		\$54,855.00
71100-429	Inst. Supp/Materials	\$134,628.00	\$4,105.00		\$138,733.00
72130-322	Eval. & Testing	\$7,000.00	\$561.00		\$7,561.00
72210-524	Inservice/Staff Dev.	\$24,200.00	\$2,025.00		\$26,225.00
			\$6,691.00		

(This brings a \$6,691 Touching the Lives of Children Grant into revenue and expenditures)

Prepared by: Audrey Reece, Lead Bookkeeper

General Purpose Board Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
71600-210	Unemployment Comp.	\$84.00	\$75.00		\$159.00
71600-212	Employer Medicare	\$1,633.00		\$75.00	\$1,558.00

(Unemployment compensation was under-budgeted for SY 02-03 in this category)

Prepared by: Audrey Reece, Lead Bookkeeper

Head Start Court Amendment #5

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
71100116	Teachers	\$164,297.00		\$6,400.00	\$157,897.00
71100201	Social Security	\$13,918.00		\$700.00	\$13,218.00
71100204	State Retirement	\$9,041.00		\$700.00	\$8,341.00
71100210	Unemployment Compensation	\$407.00	\$230.00		\$637.00
71100429	Instructional Supplies	\$10,011.00	\$21,143.95		\$31,154.95
71100499	Other Supplies and Materials	\$4,138.00	\$2,000.00		\$6,138.00
71100599	Other Charges	\$3,540.00	\$2,000.00		\$5,540.00
71200163	Educational Assistants	\$13,572.00		\$13,572.00	\$-
71200201	Social Security	\$741.00		\$741.00	\$-
71200204	State Retirement	\$604.00		\$604.00	\$-
71200210	Unemployment Compensation	\$64.00		\$64.00	\$-
71200212	Employer Medicare	\$198.00		\$198.00	\$-
71200499	Other Supplies	\$500.00		\$276.00	\$-
72110189	Other Salaries & Wages	\$18,545.00		\$3,000.00	\$15,545.00
72110201	Social Security	\$3,514.00		\$1,000.00	\$2,514.00
72110212	Employer Medicare	\$822.00		\$200.00	\$622.00
72110355	Travel	\$3,000.00	\$500.00		\$3,500.00
72120131	Medical Personnel	\$5,737.00		\$250.00	\$5,487.00
72120413	Drugs and Medical Supplies	\$500.00	\$250.00		\$750.00
72210105	Supervisor/Director	\$38,746.00	\$2,000.00		\$40,746.00
72210201	Social Security	\$2,401.00	\$100.00		\$2,501.00
72210207	Medical Insurance	\$2,246.00	\$500.00		\$2,746.00
72210210	Unemployment Compensation	\$209.00		\$100.00	\$109.00
72210355	Travel	\$3,000.00	\$1,250.00		\$4,250.00
72210599	Other Charges	\$3,274.00	\$1,100.00		\$4,374.00
72310513	Workman's Comp.	\$1,723.00		\$54.95	\$1,668.05
72510499	Other Supplies	\$400.00	\$600.00		\$1,000.00
72620335	Maintenance and Repair	\$500.00	\$500.00		\$1,000.00
72620336	Maintenance and Repair	\$1,000.00	\$500.00		\$1,500.00
72710146	Bus Drivers	\$2,946.00	\$2,108.00		\$5,054.00
72710207	Medical Insurance	\$-	\$648.00		\$648.00
72710212	Employer Medicare	\$42.00	\$30.00		\$72.00
72710729	Transportation Equipment	\$49,950.00		\$7,600.00	\$42,350.00
	Total		\$35,459.95	\$35,459.95	

This is the end of Head Starts fiscal year, we're cleaning up the budget.

Federal Projects Court Amendment

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
71100-195-140	SUBSTITUTE TEACHERS	\$0.00	\$3,000.00		\$3,000.00
71100-201-140	SOCIAL SECURITY	\$6,924.00	\$186.00		\$7,110.00
71100-210-140	UNEMPLOYMENT COMPENSATION	\$147.00	\$20.00		\$167.00
71100-212-140	EMPLOYER MEDICARE	\$1,619.00	\$44.00		\$1,663.00
72310-513-140	WORKMAN'S COMPENSATION	\$491.00	\$15.00		\$506.00
72210-524-140	INSERVICE/STAFF DEVELOPMENT	\$33,000.00		\$3,265.00	\$29,735.00
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	TOTALS TITLE II PART A 03-01	\$42,181.00	\$3,265.00	\$3,265.00	\$42,181.00
47590-195	OTHER FEDERAL THRU STATE	\$156,328.00	\$23,262.02		\$179,590.02

71100-116-195	TEACHERS	\$17,463.00	\$14,412.00		\$31,875.00
71100-201-195	SOCIAL SECURITY	\$1,570.00	\$894.00		\$2,464.00
71100-204-195	STATE RETIREMENT	\$856.00	\$490.00		\$1,346.00
71100-207-195	MEDICAL ISURANCE	\$3,120.00		\$492.00	\$2,628.00
71100-210-195	UNEMPLOYMENT COMPENSATION	\$51.00	\$21.00		\$72.00
71100-212-195	EMPLOYER MEDICARE	\$368.00	\$209.00		\$577.00
71100-429-195	INSTRUCTIONAL SUPPLIES	\$56,132.00	\$3,731.02		\$59,863.02
72130-499-195	OTHER SUPPLIES AND MATERIALS	\$6,700.00	\$3,600.00		\$10,300.00
72210-437-195	PERIODICALS	\$1,000.00	\$1,500.00		\$2,500.00
72210-524-195	INSERVICE/STAFF DEVELOPMENT	\$38,107.00		\$2,166.00	\$35,941.00
72310-513-195	WORKMAN'S COMPENSATION	\$159.00	\$100.00		\$259.00
72710-146-195	BUS DRIVERS	\$2,125.00	\$450.00		\$2,575.00
72710-201-195	SOCIAL SECURITY	\$132.00	\$28.00		\$160.00
72710-204-195	STATE RETIREMENT	\$115.00	\$24.00		\$139.00
72710-210-195	UNEMPLOYMENT COMPENSATION	\$13.00	\$3.00		\$16.00
72710-212-195	EMPLOYER MEDICARE	\$31.00	\$7.00		\$38.00
99100-590-195	TRANSFERS TO OTHER FUNDS	\$3,033.00	\$451.00		\$3,484.00
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	TOTALS REA GRANT 03-01	\$130,975.00	\$25,920.02	\$2,658.00	\$154,237.02
TITLE II PART A: ALLOCATION OF FUNDS FOR SUBSTITUTE TEACHERS AND RELATED BENEFITS NOT PREVIOUSLY BUDGETED.					
REA GRANT: ADDITIONAL REVENUE TO BE RECEIVED FROM THE STATE AND RECLASSIFICATION OF UNUSED FUNDS AS PER APPROVED BUDGET REVISION REQUEST FROM THE DEPARTMENT OF EDUCATION.					
PREPARED BY: RUSSELL ROBINSON - SCHOOL FINANCE COORDINATOR					

Federal Projects Board Amendment

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
71100-429-190	INSTRUCTIONAL SUPPLIES	\$28,962.00	\$366.16		\$29,328.16
71100-722-190	INSTRUCTIONAL EQUIPMENT	\$32,368.00		\$366.16	\$32,001.84
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	TOTALS JCMS CSR D GRANT 03-01	\$61,330.00	\$366.16	\$366.16	\$61,330.00
RECLASSIFICATION OF UNUSED EQUIPMENT FUNDS TO SUPPLIES AND MATERIALS TO BE USED FOR CONSUMABLE SUPPLIES IN THE COMPUTER LAB AS PER APPROVED BUDGET REVISION REQUEST FROM THE DEPARTMENT OF EDUCATION.					
PREPARED BY: RUSSELL ROBINSON - SCHOOL FINANCE COORDINATOR					

6. After explanation and brief discussion, a motion was made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve the request of Doe Elementary to begin the initial Southern Association of Colleges and Schools (SACS) accreditation process and to use Dr. Mike Amstein as the facilitator.

It was noted by Ms. Miller that Mountain City Elementary has received accreditation and Gay Triplett, Principal, will be going to San Antonio, Texas, to the National SACS meeting to receive official accreditation for Mountain City Elementary.

There was then discussion about getting Shady Valley and Laurel Schools started on the process for SACS accreditation. There was a general consensus among the board members that we need to get started on the accreditation process for both of these schools. Ms. Miller was asked to begin looking into this for Shady and Laurel.

7. Shaw & Shanks Architects has provided the Board with two quotes for bat remediation at Shady Valley School. After brief discussion, a motion was made by Mr. Buckles, seconded by Mr. Gregg, and passed by unanimous roll call vote to authorize Shaw & Shanks Architects to approve Leo's Exterminating Service to do bat remediation at Shady Valley School – amount \$5,800.
8. After explanation of the preliminary project budget for Life and Fire Safety Improvements to Shady Valley Elementary School by Tom Shanks, and discussion of same, Mr. Buckles made a motion to authorize Shaw & Shanks to go through the bidding process on this and then come up with itemized bids so items could be backed out if necessary. Mr. Carlton had questions regarding the school system doing some of the work to save money such as painting the corridor, putting up hand rails, renovating the handicapped bathroom, etc. Mr. Gregg commented that it could be bid two ways – fire marshal requirements only and additional items. Mr. Gambill asked for a second to the motion. There was no response and the motion failed for lack of a second.

After lengthy discussion, Mr. Carlton made a motion to do what is absolutely essential for the fire marshal, and the school system would be responsible for such items as the hand rails, painting, receptacles, toilet, water line, door hardware, and kitchen renovation. Mr. Shanks could then come back with a new budget that would not include the items mentioned above. Mr. Buckles commented that he felt the water line needed to be left in the bid. Ms. Stout seconded the motion and the motion failed by unanimous roll call vote as follows:

Mr. Buckles, no
Mr. Carlton, yes
Mr. Gregg, no
Ms. Stout, yes
Mr. Gambill, no

After further lengthy discussion, Mr. Gregg made a motion that the bid include the fire marshal's requirements plus 3 alternates: the hardware improvements, the water line replacement, and the kitchen renovation. Excluded from the bid and to be completed by the school system were the following: the handicapped bathroom, the painting of the corridor, the handrails and guard rails, and the receptacles. The motion was seconded by Mr. Carlton, and passed by unanimous roll call vote.

9. Update on Construction Projects – Shaw & Shanks Architects

JCMS Roof – Tom Shanks

- Substantial completion 10-19
- Working on punch list
- Cook's AC working on removal of stains
- In essence, done

Vocational Masonry Shop – Tom Shanks

- Foundation complete
- Masonry walls underway – up 2-4 feet
- Moving along
- No issues

Shady Valley – Tom Shanks

- Re-submitted to fire marshal and will make modifications
- Finished with preliminary work
- Schedule in great shape
- Soon after first of year will be put out for bids
- Receive bids in mid February
- Award contract in March
- Give contractor time to do preliminary work before June 1st – do things that don't impact the students
- Finished by first of August is goal

Roan Creek Elementary – Tim Shaw

- All but done
- Pavement is all that needs to be finished
- Grass coming in – needs to be mowed
- Contractor is to provide a good stand of grass
- Adjustment of heating/air conditioning system
- Reviewed punch list and ½ items done
- Pursuing any warranty items
- Seal coat on pavement and re-stripping on pavement – and also extended warranty
- Asked for 4 year extension on a one-year warranty on pavement

Mr. Shanks said that they had one other item they would like to bring before the Board – regarding Shady Valley – an amendment to the contract. Mr. Gambill told him they would discuss this later.

At this time, Mr. Gambill then went to the addendum.

ACTION TAKEN ON ADDENDUM ITEMS

1. A motion was made by Mr. Buckles, seconded by Mr. Carlton and passed by unanimous roll call vote to accept the state prototype for the Free and Reduced-price meal policy.

Mr. Gambill then went back to the agenda.

10. Report from student board member – Sally Mast
 - Basketball season starts next week
 - Seniors are sponsoring annual dinner this Sunday 11:30 – 2:00
 - NHS sponsored blood drive – 71 donors
 - Ms. Brown gave the Board members VIP passes to sports events

Ms. Miller then gave the director's report. She went over some of the information items on the agenda and Mr. Woodring gave a report on the safety plan. He gave out a handout to board members. He said he needed the committee to look at this before it was printed. He said they would have something to present to the Board by next meeting. He said this is for the JCHS complex and is in addition to the safety plan presently in place. Mr. Gambill appointed Mr. Carlton to work with this committee on this plan.

Ms. Miller mentioned the following items:

- Auction of surplus equipment - \$40,556
- Report card – how to interpret the grade scale
- Gave each member a financial report

- Benefits for Life
- Auditorium work to begin in about 6 weeks
- Masonry shop and processing facility
- Power off this a.m. – Shady and Doe
- TSBA Convention Packet for each member
- TSBA Workshop – Sevierville Dec. 5-6 – Leave at 6:30 a.m. on the 5th and not coming back – will be going from there to the SACS meeting with Gay Triplett
- American Education Week
- Bio-Terrorism

Mr. Gregg – nothing to bring up – sorry he cannot go to the TSBA Convention this year(due to illness in his family)

Mr. Carlton

- Gave out a packet on suicide awareness
- Gave out a packet on modified calendar – need to review this at some point – put on agenda for December

Mr. Buckles

- Congratulations to Harvey Burniston, Jr. for winning National Agri-Science Teacher of the Year

Ms. Stout – nothing except to say she is sorry that Mr. Gregg would not be able to attend the Convention

Mr. Gambill

- Dinner on Sunday – can't attend – in Nashville
- Ms. McGuire's English class doing play on 18th – in Nashville and can't attend
- Parents/grandparents coming to school and creating a disturbance – if they come, call 8181 and have them removed from the premises.
- Went to new chairman meeting – got a lot of information from it.

There being no further business, a motion was made by Mr. Buckles, seconded by Mr. Carlton to adjourn the meeting.

Director of Schools

Chairman

Vice-Chairman

Member

Member

Member