

MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION, SEPTEMBER 12, 2002, 7:00 P.M.

Agenda

1. Call to Order
2. Roll Call
3. Election of Chairman and Vice-Chairman
4. Recognition of Visitors or Delegations
5. Audience Participation
6. **Consent Agenda**
Approval of Agenda

Approval of minutes of the regular meeting of August 8, 2002, with any additions/corrections necessary (Attachments 6a)

Approve Extended Contract Program proposal for 2002-2003 (amount \$95,350) (Executive Agreement 8/29/02) (Attachment 6b)

Approve Arts Council Grant Application for Doe Elementary School – amount \$2,500 (Attachment 6c)

Declare the following playground items surplus and donate them to the Mountain City Parks and Recreation Department – 4 metal climbers, 1 slide at MCE, 1 swing at Neva, 1 metal climber at Shouns

Approve certification of compliance with TCA that all children have been furnished all required textbooks (Attachment 6d)

Approve out-of-town, overnight field trip requests for the 2002-2003 school year (Attachment 6e)

Approve D.A.R.E. program application for 2002-2003 – amount \$2,500 (Executive agreement 8/19/02) (Attachment 6f)

Approve Special Education 2002-2003 Sliver Grant Application – amount \$\$24,150 (Executive Agreement 8/15/02) (Attachment 6g)

Approve lease agreement with Xerox for administrative copy machine for Roan Creek Elementary (Attachment 6h)

Approve lease agreement with Xerox for copier/fax machine for Central Office (Attachment 6i)

Approve lease agreement with GE Capital for digital duplicator for JCMS to be paid for from student activity funds (Attachment 6j)

Ratify the changes in Article XV of the contract for 2002-2003 between the Johnson County Board of Education and the Johnson County Education Association (Attachment 6k)

Approve Tennessee School Nutrition Standards Act Certificate of Compliance for 2002-2003 (Attachment 6L)

Approve application for Phase II of the 3-Year ARSI Grant – amount \$13,000 (Attachment 6m)

Approve Head Start Court Amendment #4 (Attachment 6n)

Approve changes to the 2002-2003 Early Childhood Development Center (Vocational Daycare) Parent Handbook (Attachment 6o)

7. Approve change order #1 for the JCHS bleacher replacement in the amount of \$3,120. This change order installs four curtains on the ends of the metal retractable floor platforms. (Attachment #7)
8. Update on construction projects – Shaw & Shanks Architects
 - Roan Creek Elementary
 - JCMS Roof
 - Vocational Masonry Shop
 - Shady Valley
9. Approve Change Order #13 for Roan Creek Elementary in the amount of \$6,139 (Attachment #9)
10. Schedule local board orientation for new members and others if interested
11. Elect 3 delegates and 2 alternates for TSBA Delegate Assembly during the Convention and elect one board member to be the Tennessee Legislative Network Representative. (Attachment #10)
12. 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
 - Pamela Smith – resource teacher at JCHS
 - Angela Long – CPI Program Coordinator
 - Robert Watts – grass mower for Transportation Department
 - Leave of Absence
 - Teresa Henson – extension of maternity leave until 9-3-02
 - Tricia Burchette – Medical leave from August 12 to September 3, 2002
 - Carol Horne – personal leave without pay from Sept. 23 through Sept. 27

- Jewel Harmon – medical leave of absence from October 16 through December 18 (due to illness of husband)
 - Transfers
 - Daphne Greene from teacher at Mountain City to teacher at Doe Elementary
 - Suzanne Averill from teacher at Mountain City to teacher at Roan Creek
 - RoseEdda Snyder from 60% time to 80% time in Head Start
 - Whitney Blevins Colson from SE teacher at Mountain City to teacher at Roan Creek
 - JoAnn Main from Title I teacher at Mountain City to teacher at Roan Creek
 - David South from Adult Education program to CPI program coordinator
 - Chris Mullins from Family Literacy program in Adult Education to Families First teacher in Adult Education
 - Elections
 - Shannon Clark as 50% time counselor at Mountain City Elementary
 - Laura Weaver Tinch as Family Literacy teacher in Adult Education
 - Milena Mathes as half-time resource teacher at Laurel
 - Kate Werner as Special Education teacher at JCHS
 - Amy Brown as custodian at Roan Creek Elementary
 - Millie Sue Dugger as custodian at ESC/Shouns and at Family Resource Center
 - Substitute teachers: Michelle Arney, Stacy Blair, Joan Boag, Dorothy Harmon, Annette Lowe, Howard Moon, Linda Moon, Glenda Smith, Donna James, Karen Manuel
 - Teresa Shupe at instructional assistant at Mountain City Elementary
 - Melvel Wagner to do mowing for maintenance program
 - James Brian Allen as full time bus driver
 - Retha Triplett as Head Start bus driver
 - Glenna Lewis as driver for Special Education student
 - Drema Arnold as Head Start bus driver
2. Reminder – Fall District Meeting – September 16th – Sneedville – 4:30-8:30 p.m.
 3. TSBA Convention – November 17-19 – Nashville – Opryland Hotel
 4. List of Coaching Assignments (Info Item #3)
 5. Pictures for Yearbook – JCHS – October 15th – 8:30 – 9:30
 6. SACS Accreditation Initial Review for Mountain City Elementary September 12th at 7:00 a.m. in the school library

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. Approve application to participate in the Child and Adult Care Food Program through the Department of Human Services (This program provides reimbursement for Head Start meals and snacks.) (Attachment #1)

2. WMCT Reports – Request from Kevin Parsons
3. Approve the contract for Family Resource Center funding for 2002-2003 – amount \$33,300 (Attachment #3)
4. Approve Program Improvement Grant for Head Start for buses – amount \$169,287 (Attachment #4)
5. Discussion and/or approval of purchase of a used Caterpillar forklift from R. W. Edwards Company in the amount of \$4,800.00. This amount includes trading in the forklift the Bus Garage currently uses.
6. Approve contracting with Lewis & Associates to audit School Activity Funds and USDA Procedures for the period of 7/01/02 to 6/30/03 – amount not to exceed \$6,500
7. Discuss replacing basketball backboard lift mechanisms at JCHS
8. Student Board Member Report – Sally Mast

Information Items:

1. School Board Academy 2002-2003 Catalog
2. ESC Report
3. Financial Report
4. Recognition of JCHS for their ethics, integrity, sportsmanship and citizenship in the “Just Do What’s Right” program by TSSAA
5. Bill Gentry, Transportation Supervisor, chosen as one of 25 in the state of Tennessee by the Tennessee Association of Pupil Transportation to tour the new International IC Plant in Tulsa, Oklahoma and the Transit Plant in Conway, Arkansas
6. Administrative Policy on School Attendance
7. Dental Van – Shady Valley School – Howard Carlton
8. ARSI check for \$10,000 to Johnson County High School
9. New bleachers – Johnson County High School
10. Personnel Decisions Made by the Director of Schools
 - Elections
 - Doug Hornsby as assistant football coach at JCHS
 - Sandy Ray as Head start bus monitor
 - Christie Atwood as Head start bus monitor
 - Leaves
 - Evelyn Cable leave without pay September 10th through 20th
 - Resignations
 - Patricia Burchette as kindergarten assistant at Mountain City Elementary

ACTION TAKEN ON AGENDA ITEMS

- 1-2. The meeting was called to order by the Vice-Chairman, Mr. Bill Gambill. The Roll was called with all members present as follows: Mr. Gerald Buckles, Mr. Howard Carlton, Mr. Bill Gambill, Mr. Kenny Gregg, Mr. Sharon Stout, and Ms. Sally Mast, student member. Audrey Reece, recorder.

Mr. Gregg led in prayer and Ms. Stout led in the Pledge to the American Flag.

3. Election of chairman and vice-chairman

Ms. Miller took over from Mr. Gambill for the election of chairman. She asked for nominations for the office of chairman.

Ms. Stout made a motion to elect Mr. Bill Gambill as chairman. Ms. Miller asked for other nominations. There were none so Mr. Gregg made a motion that nominations cease and Mr. Gambill be elected as chairman by acclamation. There was a unanimous aye vote and Mr. Gambill took over as chairman.

He then called for nominations for vice-chairman. Mr. Buckles nominated Mr. Howard Carlton as vice-chairman. Ms. Stout nominated Ms. Kenny Gregg. There being no other nominations, Mr. Gambill called for a right hand vote. The vote for Mr. Carlton was first, getting 1 vote from Mr. Buckles. There were three votes for Mr. Gregg (Mr. Carlton, Ms. Stout, and Mr. Gambill). Mr. Gregg is the new vice-chairman.

Mr. Gambill commented that from time to time he would ask Mr. Gregg to chair the meeting so that he could get experience in doing so.

- 4-5. There was a group of high school students present – Mr. Harvey Burniston’s Leadership Class – which was recognized by Mr. Gambill. There was no one in the audience who wished to address the Board.

6. Consent Agenda: Mr. Gambill asked if any board member wanted any item pulled from the consent agenda for individual discussion. Mr. Carlton asked that the item about changes to the 2002-2003 Early Childhood Development Center Parent Handbook be pulled off consent agenda.

Mr. Gambill then asked for a motion to approve the entire consent agenda with the exception of the item Mr. Carlton wanted to pull off for individual discussion. Mr. Gregg made a motion, seconded by Mr. Buckles, and passed by unanimous roll call vote to approve the entire consent agenda as presented except for the item about the Early Childhood Development Center Parent Handbook. This included Head Start amendment #4 as follows:

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
47990	Other Dir Fed Revenue	\$566,038.00	\$16,788.00		\$582,826.00
71100116	Teachers	\$160,192.00	\$4,105.00		\$164,297.00
71100163	Educational Assistants	\$58,271.00	\$1,508.00		\$59,779.00
71100201	Social Security	\$13,545.00	\$373.00		\$13,918.00
71100204	State Retirement	\$8,793.00	\$248.00		\$9,041.00
71100207	Medical Insurance	\$25,980.00	\$690.00		\$26,670.00
71100210	Unemployment Compensation	\$374.00	\$33.00		\$407.00
71100212	Employer Medicare	\$3,168.00	\$89.00		\$3,257.00
71100499	Other Supplies and Materials	\$3,000.00	\$1,138.00		\$4,138.00
71100599	Other Charges	\$2,000.00	\$1,540.00		\$3,540.00
71200163	Educational Assistants	\$13,220.00	\$352.00		\$13,572.00
71200201	Social Security	\$720.00	\$21.00		\$741.00
71200204	State Retirement	\$586.00	\$18.00		\$604.00
71200210	Unemployment Compensation	\$62.00	\$2.00		\$64.00
71200212	Employer Medicare	\$193.00	\$5.00		\$198.00
72110130	Social Workers	\$37,407.00	\$747.00		\$38,154.00
72110189	Other Salaries & Wages	\$17,938.00	\$607.00		\$18,545.00
72110201	Social Security	\$3,432.00	\$82.00		\$3,514.00
72110204	State Retirement	\$2,650.00	\$71.00		\$2,721.00
72110207	Medical Insurance	\$7,263.00	\$233.00		\$7,496.00
72110210	Unemployment Compensation	\$171.00	\$13.00		\$184.00
72110212	Employer Medicare	\$803.00	\$19.00		\$822.00
72120131	Medical Personnel	\$5,598.00	\$139.00		\$5,737.00
72120201	Social Security	\$347.00	\$8.00		\$355.00
72120204	State Retirement	\$273.00	\$7.00		\$280.00
72120210	Unemployment Compensation	\$29.00	\$1.00		\$30.00
72120212	Employer Medicare	\$82.00	\$2.00		\$84.00
72210105	Supervisor/Director	\$37,772.00	\$974.00		\$38,746.00
72210201	Social Security	\$2,342.00	\$60.00		\$2,402.00
72210204	State Retirement	\$1,405.00	\$33.00		\$1,438.00
72210210	Unemployment Compensation	\$200.00	\$9.00		\$209.00
72210212	Employer Medicare	\$548.00	\$1.00		\$549.00
72210599	Other Charges	\$2,543.00	\$231.00		\$2,774.00
72710146	Bus Drivers	\$-	\$2,946.00		\$2,946.00
72710201	Social Security	\$-	\$416.00		\$416.00
72710210	Unemployment Compensation	\$-	\$25.00		\$25.00
72710212	Employer Medicare	\$-	\$42.00		\$42.00
	Total		\$16,788.00		
This grant includes Cola, Quality Improvement and Training and Technical Assistants.					

At this time, Mr. Gambill went to the Addendum and requested that they go ahead and deal with item #2 on the Addendum – Request from Kevin Parsons to provide a report to WMCT on the day after the Board meeting. Mr. Parsons said he had talked with Mr. Carlton about doing this and Mr. Carlton was willing if the board agreed. A motion was made by Mr. Buckles, seconded by Mr. Gregg and passed by unanimous right hand vote to appoint Mr. Carlton Board Member to report to WMCT on the day after the board meetings.

Mr. Gambill then went back to the agenda.

7. After explanation and discussion, a motion was made by Mr. Carlton, seconded By Mr. Gregg, and passed by unanimous roll call vote to approve change order #1 for the JCHS bleacher replacement in the amount of \$3,120. This change order installs four curtains on the ends of the metal retractable floor platforms.

At this time Mr. Gambill went back to consent agenda and brought up the item that was pulled off for individual discussion. Mr. Carlton had some questions about the funding of this program, specifically the Families First funding. Ms. Brenda Eggers was present and answered his questions. Mr. Carlton then made a motion, seconded by Mr. Gregg, and passed by unanimous roll call vote that these changes be approved as requested.

8. Update on construction projects – Shaw & Shanks Architects

Roan Creek Elementary – Tim Shaw

- All but finished
- Interior and parking lot done
- Finishing site work, lawn work
- Getting in shape to grow grass
- Overseeded and fertilized – no rain
- Paving still unresolved – arguing back and forth w/contractor
- Interior working pretty good – still a few minor problems – couple of window panes broken by mowers
- No problem regarding traffic
- Completed inspection list for exterior and site – got down to punch list
- Retention pond – mosquitoes not much of problem – any time you have standing water you will have mosquitoes
- Put fence up to secure area for playground
- Have treated the retention ponds – very low cost
- Ms. Miller commented that she appreciated Morris Woodring and staff and the TAP for traffic control – light has been repaired

Mr. Gambill then went to #9 on the agenda

9. After explanation and brief discussion, a motion was made by Ms. Stout, seconded by Mr. Carlton, and passed by unanimous roll call vote, to approve change order #13 for Roan Creek Elementary in the amount of \$67,139.

Mr. Gambill then went back to the update on construction projects.

JCMS Roof – Tom Shanks

- Pretty much complete except gym roof
- Requires special sub-contractor
- Finishing up loose ends
- Contract time is until mid-October
- Hoping to be done next week
- Cooks Air Conditioning/Heating agreement to clean coils on roof possibly damaged rubber membrane
- After checking, found there is no damage to MCE, Vocational, JCMS – worst appears to be on the JCMS roof
- Cooks are taking full responsibility for correcting

Vocational Masonry Shop

- Excavation of building site is about finished
- Early stages of construction

Shady Valley

- Sprinkler and related electrical drawings have been sent to fire marshal
- 2-3 weeks for approval
- Then make changes, upgrades, and submit drawings for final approval
- Get project on schedule
- Some things in kitchen need to be done – replacing of hood, bring dishwasher from Neva and move few other things around
- Bats in belfrey (attic)
- Sprinkler will be installed in attic so will have to get rid of bats and do clean-up before men can work up there
- Added to total project estimate
- Air monitoring to make sure that it gets clean bill of health
- Cost –
 - Kitchen – additional work - \$16,675
 - Work on bat removal - \$11,500
 - Air monitoring - \$5,750
- Went over where started with budget and where we are now
- Information only until get approval of fire marshal to install sprinklers

Mr. Gambill then went to item #7 on the Addendum – replacement of basketball backboard life mechanisms at JCHS.

Addendum #7 There was explanation and discussion of the state of repair of the basketball backboard lift mechanisms at JCHS. Ms. Brown reported that the two on the ends were in much better shape and didn't need to be replaced. The 4 on the sides are the ones which need attention and it

would be slightly higher to repair them than to replace them. After the discussion, a motion was made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to purchase 4 basketball backboard lift mechanisms at JCHS.

Mr. Gambill then went back to the agenda.

9. This item was taken care of earlier in the meeting.
10. There was discussion of scheduling a local board orientation for new members And others if interested. After brief discussion about what the orientation would consist of, there was mutual agreement among the board members that they would do this. A date was set of September 30th from 6:00 to 8:00 p.m. Mr. Carlton agreed that he would host this meeting at the NECC Admin. Building.
11. After brief discussion, Mr. Gambill asked for three volunteers to serve as delegates to the TSBA Delegate Assembly during the convention and one volunteer to serve as the Tennessee Legislative Network Representative.

Mr. Carlton volunteered to serve as the Tennessee Legislative Network representative. Mr. Carlton, Mr. Gregg, and Mr. Gambill volunteered to serve as delegates for the TSBA Delegate Assembly at the convention with Ms. Stout and Mr. Buckles being alternates.

Action taken on Addendum Items

1. After explanation, a motion was made by Ms. Stout, seconded by Mr. Buckles, and passed by unanimous roll call vote to approve application to participate in the Child and Adult Care Food Program through the Department of Human Services. This program provides reimbursement for Head Start meals and snacks.
2. This item was taken care of earlier in the meeting.
3. A motion was made by Mr. Carlton, seconded by Mr. Buckles, and passed by unanimous roll call vote to approve the contract for Family Resource Center funding for 2002-2003 – amount \$33,300.
4. After brief explanation and discussion, a motion was made by Mr. Buckles, Seconded by Ms. Stout, and passed by unanimous roll call vote to approve the Program Improvement Grant for Head Start for buses – amount \$169,287.
5. There was discussion of purchasing a used forklift for the Garage/Materials Center. After the discussion, a motion was made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to purchase a used Caterpillar forklift from R. W. Edwards Company in the amount of \$4,800. This amount includes trading in the forklift the Bus Garage currently uses.

6. A motion was made by Mr. Buckles, seconded by Mr. Carlton, and passed by unanimous roll call vote to approve contracting with Lewis & Associates to audit School Activity Funds and USDA procedures for the period of 7/01/02 to 6/30/03 – amount not to exceed \$6,500.
7. This item was taken care of earlier in the meeting.
8. Student Board Member Report – Sally Mast
 - Welcome to new board members
 - First assembly of school year – 9-11
 - Everyone loves new bleachers
 - Home football game w/Unicoi 9-20
 - Volleyball games 9-15 and 9-19 w/Elizabethton and Sullivan Central
 - Yearbook pictures October 15th – 8:30-9:30
 - Stadium fee for football field
 - Homecoming week 9-23
 - Senior night picnic 6 p.m. on 9-26
 - Playing Happy Valley on 27th at 7:30
 - Gave each board member an antenna topper – a football printed w/JCHS Longhorns

Mr. Gambill then went back to the agenda for the Director's Report. Ms. Miller mentioned the following in her report.

- Johnson County one of two boards in state of Tennessee with student board member – now other systems are following suit. Sally and Megan doing a great job
- Fall District Meeting – 9-16 – Sneedville – leave at 2:00 p.m.
- TSBA Convention
- Art display – from Mountain City Elementary School
- Asked Ms. Triplett and Ms. Hackett for report on the SACS Accreditation proceedings for MCE
- Tennessee School Plant Manager's Association gives away 2 \$1,000 scholarships yearly. Bill & Susan Gentry's daughter, Mandy, received one this year – first one from Johnson County to receive one of these scholarships.
- She asked Mr. Carlton to give report on the Dental Van grand opening at Shady Valley School
- She asked Ms. Brown to give a report on the \$10,000 ARSI check for Johnson County High School
- She went over the other things that were listed on agenda and addendum as information items.

Mr. Buckles

- Impressed with reports heard – JCHS particularly – new bleachers exciting
- New school – exciting
- Congratulations to Mountain City Elementary

Ms. Stout

- Congratulations to new board members

Mr. Gregg

- Welcome new board members

Mr. Carlton

- Made suggestion to Board that the meetings be moved up to earlier time – he suggested 6:00 p.m. All board members were agreeable to this and so the board meetings will be at 6:00 p.m in future.
- Enjoyed first meeting
- Enjoyed this week – Shady Valley and Mountain City Elementary

Mr. Gambill

- Appreciate seeing principals and assistant principals and staff at the meetings
- Congratulations to Mountain City Elementary for great job done and continuing to do
- Appreciation to student members

There being no other business, the meeting was adjourned at 9:35 p.m.

_____ Director of Schools	_____ Chairman	_____ Vice-Chairman
_____ Member	_____ Member	_____ Member