

MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION, OCTOBER 10, 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 September 12, 2002, with any additions/corrections necessary (Attachments 5a)

Approve personal services contract with J. R. Furches to perform landscape maintenance duties at all Johnson County Schools for the 2002-03 school year beginning 10-1-02 and ending 5-31-03 – amount \$1,000 (Executive Agreement 9/30/02) (Attachment 5b)

Approve JCHS boys basketball team traveling to Steamboat Springs, CO to participate in a prestigious basketball tournament December 11-15. A private donor is covering all expenses for the team. (Executive Agreement 9/30/02) (Attachment 5c)

Approve the following amendments (Attachment 5d)
General Purpose Court
Federal Projects Board (Executive Agreement 9/30/02)

Approve 60-month lease agreement to G. E. Capital for \$176.17 per month for the lease of two Risograph duplicators for Roan Creek Elementary. The lease payments are to be paid from student activity funds. ((Attachment 5e)

Declare items on the attached list as surplus property and authorize the disposal at public auction on November 9, 2002. An additional list of small items will be provided at or before the Board meeting. (Attachment 5f)

Declare 1990 Chevrolet Bus (Model 1GB) VIN# 1GVK6PIP3LV111147 as surplus property and donate it to the Johnson County Sheriff's Department (Attachment 5g)

6. Request to change 1st/2nd report card from a letter grade scale to a numerical grade scale – David Timbs and Committee Representatives (Attachment 6)
7. Award the JCHS Basketball hoist replacement bid to Lampton Corporation – total \$8,759 (Attachment 7)
8. Introduction of Mischelle Simcox as candidate for tenure
9. Discussion of security procedures
10. Discussion of bathroom facilities for JCHS football field
11. Update on construction projects – Shaw & Shanks Architects

Roan Creek Elementary
JCMS Roof
Vocational Masonry Shop
Shady Valley

12 Report from Student Board Member – Sally Mast

13. 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 Monica Tews as bus driver
- Resignation of Kathy Beam as food service worker at Doe

Transfers

- Ann Huyard from Roan Creek Elementary Food Service to Doe Food Service
- Teresa Shupe as part-time regular program instructional assistant at Mountain City to part-time Special Education instructional assistant at Roan Creek Elementary

Leaves

- Annette Greer – Maternity leave beginning January 17th and continuing through the remainder of the school year

Hires

- Food service employees: Lois Farley, Anita Bentley, and Mary Lou Bowers at JCHS and Judith Eller and Melissa Stanley at Mountain City Elementary
 - Substitute Teachers: Amber McKinney, Jennifer Harry, Donda Plyler
 - Karen Blevins as Special Education Instructional Assistant
 - Homebound teachers for 02-03 school year: Mike Atwood and Glenn James
 - Donda Plyler as instructional assistant
 - Dorothy Harmon as teacher at Roan Creek to replace JoAnn Main while she is on sick leave
 - Phillip Nave as teacher at JCMS to replace Jewel Harmon while she is on medical leave
 - Gina Hodge as educational assistant to replace Phillip Nave while he is filling in for Jewel Harmon
 - Marge Stanley, Ellan Miller, Mary Riddle, and Coralee Campbell as substitute custodians
 - Extended Learning Employees for School Year 2002-03 (List attached) (Info #1)
2. National Textiles Mini-Grant (Attachment Info #2)
3. The following items are being removed by the Upper East Tennessee Regional Headstart Program:
- Clayton Portable Classroom
Location: Shouns Elementary School
Serial #: NO-2004689TN-MCB
 - Clayton Portable Classroom
Location: Neva Elementary School
Serial #: NO-2006143TN-MCB

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.

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 as follows: Mr. Buckles, Mr. Carlton, Mr. Gregg, Ms. Stout, Mr. Gambill, and Ms. Mast, student member. Audrey Reece, Recorder.

Mr. Carlton led the group in prayer and Mr. Buckles led in the pledge to the American Flag.

- 3-4. Audience Participation

Mr. Mike Whitehouse, representative from CBM (Children’s Bible Ministries) was present and made a brief presentation on the Released Time Education Program planned for the 02-03 school year. He said there were only 3 counties in the state of Tennessee that participated in this program – Union, Claiborne and Johnson Counties.

- 4. Consent Agenda

Mr. Gambill asked if anyone had any item they wanted pulled off consent agenda for individual discussion. Ms. Miller asked that the concerning the 1990 Chevrolet Bus being declared surplus property and donated to the Johnson County Sheriff’s Department be pulled off consent as she had some further information concerning this item.

Mr. Gambill then asked if anyone else had anything. Getting no response, he asked for a motion for approval of the entire consent agenda with the exception of the item mentioned above by Ms. Miller. A motion was made by Mr. Buckles, seconded by Mr. Carlton, and passed by unanimous roll call vote to approve the consent agenda as presented with the exception of the one item that was pulled off for individual discussion. The approval included the following amendments:

General Purpose Court Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
43513	Summer School Tuition		\$2,797.65		
44170	Misc. Refunds		\$12,835.41		
44520	Insurance Recovery		\$2,271.60		
47590	Other Federal Thru State		\$21,279.82		
49800	Operating Transfers		\$3,914.52		
			\$43,099.00		

Note: The above revenue was collected and amended into revenue as indicated and into the following expenditure lines: 43513 Summer School Tuition \$2,797.65 receipts from JCHS, JCMS and Doe

Elementary summer schools; 44170 Misc. Refunds \$12,835.41 included \$83.85 reimbursement on uniform rental, \$9,125.36 e-rate refund, \$200 reimbursement for ARSI summer academy, \$2,625.00 insurance refund on canceled policy of teacher, \$237.00 field trip expenses, \$34.75 reimbursement for lost textbook, \$8.00 for copies, \$426.41 one half invoice from Barnard Roofing on HVAC problem at MCE, \$95.04 refund on phone bills; 44520 Insurance Recovery \$2,271.60 damage to Dodge truck less \$500 deductible; 47590 Other Federal Thru State \$21,279.82 HUD grant for AquaCulture Center;					
49800 Operating Transfers \$3,914.52 ARSI stipend reimbursement from Federal programs					
71100-116	Teachers	\$3,594,142.00	\$6,420.82		\$3,600,562.82
71100-201	Social Security	\$247,681.00	\$416.08		\$248,097.08
71100-204	State Retirement	\$136,397.00	\$228.17		\$136,625.17
71100-212	Medicare	\$57,926.00	\$97.33		\$58,023.33
71100-449	Textbooks	\$110,000.00	\$34.75		\$110,034.75
71100-599	Other Charges	\$9,470.00	\$1,517.20		\$10,987.20
72210-524	Inservice/Staff Dev.	\$18,000.00	\$200.00		\$18,200.00
72210-790	Other Equipment	\$16,000.00	\$9,125.36		\$25,125.36
72320-599	Other Charges	\$4,000.00	\$8.00		\$4,008.00
72410-161	Secretary(s)	\$133,887.00	\$581.70		\$134,468.70
72410-201	Social Security	\$34,410.00	\$36.07		\$34,446.07
72410-204	State Retirement	\$21,535.00	\$31.36		\$21,566.36
72410-212	Medicare	\$8,048.00	\$8.44		\$8,056.44
72410-307	Communications	\$27,000.00	\$95.04		\$27,095.04
72620-335	Maint/Rep.Serv.-Bldg.	\$18,000.00	\$426.41		\$18,426.41
72710-146	Bus Drivers	\$189,764.00	\$165.00		\$189,929.00
72710-351	Rentals	\$6,000.00	\$83.85		\$6,083.85
72710-425	Diesel Fuel	\$40,250.00	\$72.00		\$40,322.00
72710-599	Other Charges	\$5,142.00	\$2,271.60		\$7,413.60
76100-707	Building Improvements	\$77,734.00	\$21,279.82		\$99,013.82
			\$43,099.00		
47590	Other Federal Thru State		\$43,333.00		
72130-599	Other Charges	\$10,900.00	\$43,333.00		\$54,233.00
(Brings the 2002-2003 School/Court/Community grant into revenue and expenditure lines)					
34290	Other Educ. Reserves	\$2,284,469.50		\$30,560.00	\$2,253,909.50
76100-707	Building Improvements	\$77,734.00	\$4,068.00		\$81,802.00
72620-499	Other Supp/Materials	\$40,000.00	\$26,492.00		\$66,492.00
			\$30,560.00		
(Moving money out of reserves for football press box, girls' softball pressbox/concession stand and the boys' baseball batting building)					
34290	Other Educ. Reserves	\$2,284,469.50		\$14,400.00	\$2,270,069.50
71100-722	Instructional Equipment	\$35,700.00	\$14,400.00		\$50,100.00
(Brings money out of reserves for purchase of band equipment and/or supplies)					
34290	Other Educ. Reserves	\$2,284,469.50		\$419.00	\$2,284,050.50
76100-321	Engineering Services	\$2,500.00	\$419.00		\$2,919.00
(Brings money out of reserves for engineering fees for Roan Creek safety lights)					
34220	Reserved for Voc. Projects	\$159,335.00		\$1,500.00	\$157,835.00
71300-116	Teachers	\$532,796.00	\$1,500.00		\$534,296.00
(Brings money out of reserves for JTG summer stipend)					
47590	Other Federal Thru State	\$40,242.00	\$14,000.00		\$54,242.00
71100-195	Substitute Teachers	\$63,000.00	\$1,400.00		\$64,400.00
71100-201	Social Security	\$247,681.00	\$80.00		\$247,761.00
71100-212	Medicare	\$57,926.00	\$20.00		\$57,946.00

71100-599	Other Charges	\$9,470.00	\$6,500.00		\$15,970.00
72210-524	Inservice/Staff Development	\$18,000.00	\$6,000.00		\$24,000.00
			\$14,000.00		
(Brings the ARSI (Appalachian Rural Systemic Initiative) grant into revenue and expenditure lines)					
Prepared by: Audrey Reece, Lead Bookkeeper					

Federal Projects Board Amendment 9-30-02

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
72130-123-111	GUIDANCE PERSONNEL	\$883.96		\$100.00	\$783.96
72130-599-111	OTHER CHARGES	\$893.41	\$100.00		\$993.41
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	TOTALS TITLE I 02-01	\$1,777.37	\$100.00	\$100.00	\$1,777.37
71200-163-131	EDUCATIONAL ASSISTANTS	\$22,111.08		\$5,319.62	\$16,791.46
71200-201-131	SOCIAL SECURITY	\$1,370.90		\$405.25	\$965.65
71200-204-131	STATE RETIREMENT	\$1,149.85		\$378.56	\$771.29
71200-207-131	MEDICAL INSURANCE	\$5,871.07		\$4,591.73	\$1,279.34
71200-210-131	UNEMPLOYMENT COMPENSATION	\$133.99		\$35.55	\$98.44
71200-212-131	EMPLOYERS MEDICARE	\$320.62		\$94.77	\$225.85
71200-429-131	INSTRUCTIONAL SUPPLIES	\$20,431.35	\$10,825.48		\$31,256.83
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	TOTALS IDEA 02-01	\$51,388.86	\$10,825.48	\$10,825.48	\$51,388.86
NECESSARY YEAR END ADJUSTMENTS TO PREPARE FOR PROJECT CLOSURE.					
PREPARED BY: RUSSELL ROBINSON - SCHOOL FINANCE COORDINATOR					

Mr. Gambill then went to the item that had been pulled off consent for individual discussion. Ms. Miller said she had one slight change – that the Board can only release the bus to the Sheriff’s Department if the County Commission would accept the item. A motion was then made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to declare 1990 Chevrolet Bus (Model IGB) VIN# IGVK6PIP3LV111147 as surplus property and donate it to the Johnson County Sheriff’s Department pending County Commission approval.

- David Timbs was present with 2 members of his committee (Kathy James and Mary Matlock) to explain the changes being proposed for report cards for 1st/2nd grades, changing from a letter grade scale to a numerical grade scale. Copies of both report cards were handed out to members of the Board. Mr. Timbs explained the reasons for

making this change and Ms. Kathy James mentioned how they arrived at the prototype the Board had been given. After the explanation/discussion, a motion was made by Mr. Buckles, seconded by Mr. Carlton, and passed by unanimous roll call vote to approve the changes requested for 1st/2nd grade report cards.

7. In explanation of the recommendation to award the JCHS Basketball hoist Replacement bid to Lampton Corporation for a total of \$8,759, Ms. Miller said that she was recommending that they go ahead and replace all six of the hoists. She said they had originally asked that the four that were worn out be replaced but the low bid to do all six was lower than the estimate to do the four. She said this would have them all changed from hand-cranked hoists to electronically operated hoists, which could only be operated with a key. A motion was made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to award the bid to Lampton Corporation to replace all six hoists for a total of \$8.759.
8. Ms. Miller stated briefly that Mischelle Simcox was not put on tenure this year and that the mistake was not on the part of the Board, but was a mistake made by Milligan College. David Timbs introduced Mischelle to the Board and explained what had happened. She will be recommended for tenure at the November 2002 meeting.
9. There was a discussion of security procedures, including some information by Ms. Miller about the procedures carried out during the two bomb threats. She said there were 2 suspects but since they were dealing with juveniles, she couldn't release any information except that they had been taken to a detention center in Johnson City, and released on bond under the supervision of their parents with a hearing set for a later date and that they were not back in school. She mentioned several things, including
 - Meeting with police, Mr. Woodring, and Mr. Carlton (as Warden at NECC) concerning different situations that could arise such as hostage situation
 - Needing to have specific emergency plans for different situations
 - We have a safety manual but it is not as detailed as it could be – need to do a more detailed manual – what each person/department will do and make sure each knows what the other is to do
 - When to use bomb dogs
 - No trained team in the county to do a bomb search
 - Plans to work toward improvement
 - Police don't feel building is secure until bomb dogs have searched
 - Teachers checking buildings/rooms because they might notice something out of place or different
 - Concern over sending teachers in to check classrooms
 - Teachers could be trained to scan rooms carefully as they evacuate their students
 - Make students take backpacks and coats out of the room with them
 - Working on plan
 - Weather related disaster plan in place
 - Fire drill once a month
 - She complimented the staff and students on the hill – everything and everyone very orderly
 - She was asked if the plan would be ready for next meeting – she said she didn't know if they could get it ready by that time but they were working on it

10. Ms. Miller asked how the board feels about trying to head in the direction of re-doing the bathroom facilities at JCHS next summer. There were no objections to this so she said they would pursue it.

11. Update on construction projects

Roan Creek Elementary – Tim Shaw

- RCE all but done
- Weeds disappearing – grass is growing
- Pavement issue not settled but closer than ever
- Working with dirty air, dealing with humidity problems, etc. – ongoing thing
- Current event – water consumption – problem was that the meters were not being read correctly or the math wasn't being done correctly – has been corrected and is o.k. now
- Should be a very frugal water system
- One year warranty on everything there

JCMS Roof – Tom Shanks

- Gym roof down – lacks parapets, wall flashings
- Will be doing substantial completion papers and punch list
- Cooks Air is doing cleaning process on the sodium hydroxide – clean up is now going on

Vocational Masonry Shop – Tom Shanks

- Work has started
- Mass excavation is done
- Footing has been excavated and prepared for concrete
- Steel is in most footings and ready for concrete
- Problem with bad soil – geo-technical person recommended wider footings and adding steel in a couple of places – all installed

Shady Valley – Tom Shanks

- Last month were waiting on fire marshal to respond to submittal
- He has done so – got positive assessment and approval on design intent for sprinkler system
- In process of working on documents and hope to have finished by end of month and then send total package to fire marshal for final approval – hope to get final approval by end of year
- Hope to put out for bids by first of year and receive bids in February
- Bat removal has been looked into – quote of \$5800
- Everything is proceeding

12. Report from Student Board Member – Sally Mast

- Reminder of Senior Night – October 24th
- Volleyball team 3rd in Watauga Conference
- Mechelle Cook named Coach of the Year in volleyball
- Rebecca Boney defensive player of the year

Director's Report

In her report Ms. Miller mentioned the following things:

- Went over #3 on information items – the portable classrooms being removed by Upper East TN Regional Head Start program
- Gave out financial report
- Have approved budget
- ESC Report
- Art work on walls – Doe Elementary
- Schools dismissed on 10-25 for UETEC inservice day
- Schools dismissed on 11-5 for election day
- Schools dismissed on 11-28 & 29 for Thanksgiving
- Saturday, October 26th – big Heritage Square activity – front parking lot blocked off and full of antique cars – no parking there on that day
- TSSE lawsuit – 66 small systems – Supreme Court ruled in our favor
- Yearbook pictures – October 15th at JCHS from 8:30 – 9:30
- October 14th – first grading period ends – report cards go out one week later
- Town meeting – 10-21 at American Legion Building
- Harvey Burniston, Jr. is finalist for National Agriculture Teacher Award – winner will be announced November 1st at National FFA Convention
- We are one of 9 systems to receive a huge grant over a 5-year period
- Enrollment up by 46 students

Ms. Stout – nothing to bring up

Mr. Gregg

- Commend Ms. Miller and staff on way they handled the bomb threats
- Commend Doe Elementary students for the art work

Mr Carlton

- Echo Mr. Gregg's comments on how the situation last week was handled – support Ms. Miller and the decisions she made
- Thanked Margaret Wallace for the tour of RCE for the Rotary Club – building still very clean
- Shady Valley art work downtown

Mr. Buckles

- Cranberry Festival – begins Friday night through Sunday

Mr. Gambill

- Congratulations to Ms. Miller for not having an addendum
- Congratulations to Volleyball team and coach
- Congratulations to Sally Mast for Homecoming Queen

There being no further business, the meeting adjourned at 7:25 p.m.

Director of Schools

Chairman

Vice-Chairman

Member

Member

Member