

**MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION, OCTOBER 9, 2003, 7:00 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 11, 2003, with any additions/corrections necessary (Attachments 5a)

Approve the following amendments: (Attachment 5b)  
Federal Projects Board (Executive Agreement 9/30/03)  
Head Start Court #8

Approve Change Order #1 amount \$2,116.18 and Change Order #2 amount \$225.00 for the kitchen at JCHS (Attachment 5c)

Approve request from JCHS to take varsity volleyball team to state tournament in Murfreesboro October 29-31. (Attachment 5d)

Approve contract with Frontier Health for two student assistance counselors and one clinical therapist – amount not to exceed \$102,100 annually for 3 years – paid from Safe Schools/Healthy Students grant (Attachment 5e)

Approve contract with Frontier Health for 3 prevention and early intervention staff – amount not to exceed \$124,700 annually for 3 years – paid from Safe Schools/Healthy Students grant (Attachment 5f)

Approve Head Start budget for 2004 school year – amount \$596,402.00 (Executive Agreement 9/25/03) (Attachment 5g)

Approve contract with Northeast State Technical Community College for payment of expenses for JCHS staff to attend Tech Prep conference – amount \$635 paid by Northeast State Tech (Executive Agreement 9/25/03) (Attachment 5h)

6. Report from Student Board Member – Megan Grindstaff
7. Update on construction projects – Shaw & Shanks Architects
8. Review policies in the following sections: School Board Operations  
Support Services
9. Renovation of Board Room
10. Any other matters which may duly come before the Board for official action

**Information Items:**

1. Personnel decisions made by Director of Schools

Hires

- Sherree Schmees as part-time Guidance Counselor from 10-1-03 to 12-19-03
- Richard Church as full-time Assistant Principal at MCE to replace Bridgette Hackett
- Lisa Crom as substitute teacher
- Eddie Cobb as part-time instructional assistant at JCMS
- Kenneth Erickson as part-time instructional assistant at JCMS
- Windy Scott as full-time instructional assistant at RCE
- Graham Doege-Osler as full-time instructional assistant at RCE
- Cheryl Leonard as full-time instructional assistant at Doe and Laurel
- Adam Forrester to do mowing as needed
- Jessie Carl Hatley as substitute bus driver
- Larry Eugene Greer as full-time bus driver
- Erwin Dale Stevens as full-time bus driver
- Cheryl Parker as half-time substitute nurse
- Jessica Cunningham as half-time substitute nurse

Leaves

- Becky Sannes – personal leave on September 2, 2003
- Carol Horne – leave without pay for October 13 through October 17

- Sallie Whitehead – October 6<sup>th</sup>, October 10<sup>th</sup>, October 13<sup>th</sup>-October 17<sup>th</sup>
- Elizabeth McLeod – September 19<sup>th</sup>, September 22<sup>nd</sup>, and September 23<sup>rd</sup>
- Lester Dunn – emergency leave week of September 15<sup>th</sup>-19<sup>th</sup>
- Tonya Anderson – leave without pay for September 4<sup>th</sup>

## 2. 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 the Safe Schools/Healthy Students budget for year one in the amount of \$541,200.00 (Attachment #1)
2. Approve nomination of Roan Creek Elementary as TSBA School of the Year (Attachment #2)
3. Approve contracts with the following agencies under the Safe Schools/Healthy Students grant:
  - Johnson County Sheriff's Department – Roger Walters as safety counselor for one year period of time – amount \$25,000 (plus fixed costs) (Attachment 3a)
  - Northeast Community Services Agency – project evaluator and half-time research assistant to work with the Bringing Up Grades (BUG) program through this grant – amount not to exceed \$48,000 (Attachment 3b)
4. Approve the Report of School System/School Compliance for Johnson County Schools – no areas of non-compliance (Attachment #4)
5. Approve proceeding with the HVAC project for JCHS and JCMS

### Information Items:

1. ESC Report (Info #1)
2. Personnel Decisions Made by Director of Schools:

#### Resignations

- Mary Ann May as part-time food service employee at RCE

#### Hires

- April Bryant and Linda Yates as full time food service employees at RCE
- James Steven Story as substitute bus driver
- Amanda Coleman as substitute school nurse
- Following list as tutor/mentors through the Safe Schools/Healthy Children grant
  - Janet Dayton – Shady Elementary
  - Melissa Newman – JCMS
  - Tammy Jarvis – JCMS
  - Patrick Roberts – JCHS
  - Suzanna Meadows – JCHS
  - Carol Peterson – Laurel Elementary
  - Donna James – ESC
  - Annette Matherly – Doe Elementary
  - Ronda Burnham – Roan Creek Elementary
  - Drema Arnold – Mountain City Elementary

### 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 Megan Grindstaff, student member. Audrey Reece, recorder.

After a moment of silence, Megan Grindstaff led in the Pledge to the American Flag.

3. Mr. Gambill recognized and welcomed any visitors to the meeting.
4. There was one person present in the audience who wished to address the Board. Mr. Michael Reece spoke to the Board about his granddaughter who attends Mountain City Elementary School and who was responsible for damaging a chair in the library. Mr.

Gambill gave him 5 minutes to make his presentation and then asked him to make an appointment with Ms. Miller and get on the agenda for the next board meeting.

5. Consent Agenda – Mr. Gambill asked if any member had any item they wished pulled off the consent agenda for individual discussion. Ms. Miller asked that items 5e and 5f be pulled and exchanged for new copies that had revised wording. She didn't want them pulled off consent – merely change to new copies. No one else had any items they wanted pulled off. Mr. Gambill asked for a motion to approve the consent agenda as recommended. A motion was made by Mr. Buckles, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve the consent agenda as recommended with the exchange of items 5e and 5f. This approval included the following amendments:

Federal Projects Board Amendment

| ACCOUNT NUMBER  | ACCOUNT DESCRIPTION         | ORIGINAL BUDGET     | INCREASE           | DECREASE           | AMENDED BUDGET      |
|---|-----------------------------|---------------------|--------------------|--------------------|---------------------|
| 71100-429-110   | INSTRUCTIONAL SUPPLIES      | \$21,861.92         |                    | \$16,050.00        | \$5,811.92          |
| 71100-722-110   | INSTRUCTIONAL EQUIPMENT     | \$81,768.49         | \$16,050.00        |                    | \$97,818.49         |
|   |                             | -----               | -----              | -----              | -----               |
|   | <b>TOTALS TITLE I 03-01</b> | <b>\$103,630.41</b> | <b>\$16,050.00</b> | <b>\$16,050.00</b> | <b>\$103,630.41</b> |
|   |                             |                     |                    |                    |                     |
| 71200-163-130   | EDUCATIONAL ASSISTANTS      | \$26,707.62         |                    | \$3,894.92         | \$22,812.70         |
| 71200-201-130   | SOCIAL SECURITY             | \$1,655.87          |                    | \$330.65           | \$1,325.22          |
| 71200-204-130   | STATE RETIREMENT            | \$1,440.44          |                    | \$371.39           | \$1,069.05          |
| 71200-207-130   | MEDICAL INSURANCE           | \$3,947.07          |                    | \$1,389.93         | \$2,557.14          |
| 71200-210-130   | UNEMPLOYMENT COMPENSATION   | \$157.97            |                    | \$28.77            | \$129.20            |
| 71200-212-130   | EMPLOYER MEDICARE           | \$387.78            |                    | \$77.89            | \$309.89            |
| 71200-429-130   | INSTRUCTIONAL SUPPLIES      | \$25,858.60         | \$6,093.55         |                    | \$31,952.15         |
|   |                             | -----               | -----              | -----              | -----               |
|   | <b>TOTALS IDEA 03-01</b>    | <b>\$60,155.35</b>  | <b>\$6,093.55</b>  | <b>\$6,093.55</b>  | <b>\$60,155.35</b>  |
| <b>TO PREPARE FOR PROJECT CLOSURE ON SEPTEMBER 30, 2003</b> |                             |                     |                    |                    |                     |
| PREPARED BY: RUSSELL ROBINSON - SCHOOL FINANCE COORDINATOR  |                             |                     |                    |                    |                     |

Head Start Court Amendment #8

| Account # | Description               | Original Budget | Increase | Decrease | Amended Budget |
|-----------|---------------------------|-----------------|----------|----------|----------------|
| 47990     | Other Dir Fed Revenue     | 467,876         | 13773    |          | 481,649        |
|           |                           |                 |          |          |                |
| 71100116  | Teachers                  | 159264          | 1500     |          | 160764         |
| 71100163  | Educational Assistants    | 51326           | 2000     |          | 53326          |
| 71100201  | Social Security           | 13058           | 261      |          | 13319          |
| 71100204  | State Retirement          | 8182            | 163      |          | 8345           |
| 71100207  | Medical Insurance         | 25980           | 520      |          | 26500          |
| 71100210  | Unemployment Compensation | 420             | 10       |          | 430            |
| 71100212  | Employer Medicare         | 3168            | 64       |          | 3232           |
| 71100429  | Other Charges             | 9000            | 2077     |          | 11077          |
|           |                           |                 |          |          |                |
| 71200163  | Educational Assistants    | 4539            | 91       |          | 4630           |
| 71200201  | Social Security           | 720             | 6        |          | 726            |
| 71200204  | State Retirement          | 245             | 5        |          | 250            |
| 71200210  | Unemployment Compensation | 28              | 1        |          | 29             |
| 71200212  | Employer Medicare         | 66              | 2        |          | 68             |
|           |                           |                 |          |          |                |
| 72110130  | Social Workers            | 53609           | 1072     |          | 54681          |
| 72110201  | Social Security           | 4104            | 82       |          | 4186           |
| 72110204  | State Retirement          | 3501            | 70       |          | 3571           |
| 72110207  | Medical Insurance         | 10669           | 214      |          | 10883          |
| 72110210  | Unemployment Compensation | 246             | 5        |          | 251            |
| 72110212  | Employer Medicare         | 960             | 19       |          | 979            |
| 72110355  | Travel                    | 1385            | 1000     |          | 2385           |
|           |                           |                 |          |          |                |

|   |                           |       |              |  |       |
|---|---------------------------|-------|--------------|--|-------|
| 72120131  | Medical Personnel         | 5492  | 109          |  | 5601  |
| 72120201  | Social Security           | 341   | 7            |  | 348   |
| 72120204  | State Retirement          | 296   | 6            |  | 302   |
| 72120210  | Unemployment Compensation | 33    | 1            |  | 34    |
| 72120212  | Employer Medicare         | 80    | 1            |  | 81    |
| 72120399  | Other Contracted Services | 1000  | 2500         |  | 3500  |
|   |                           |       |              |  |       |
| 72210105  | Supervisor/Director       | 43823 | 876          |  | 44699 |
| 72210201  | Social Security           | 3031  | 60           |  | 3091  |
| 72210204  | State Retirement          | 1763  | 36           |  | 1799  |
| 72210210  | Unemployment Compensation | 73    | 1            |  | 74    |
| 72210212  | Employer Medicare         | 709   | 14           |  | 723   |
| 72210355  | Travel                    | 3000  | 1000         |  | 4000  |
|   |                           |       |              |  |       |
|   | <b>Total</b>              |       | <b>13773</b> |  |       |
| This grant includes Cola, Carryover, and Cluster Training |                           |       |              |  |       |

6. Report from Student Board Member – Megan Grindstaff
- Football team doing well this season
  - Senior Night – October 31<sup>st</sup>
  - JV Volleyball team playing tonight
  - Varsity Volleyball team in tournament starting Monday
  - Parent-Teacher Conferences Monday from 5-8 p.m.
  - Student fashion show
  - Beginning to make college visits with ARSI funds
  - Golf team
  - Ms. Brown – Tennessee Educator of the Year

7. Update on construction projects

Paint Booth – Tom Shanks

- Nothing to report on
- Sent to fire marshal – probably take 10-12 weeks for approval

Masonry Shop – Tom Shanks

- Brick work continuing
- Slow but sure progress

JCMS Re-Roof – Tom Shanks

- One-year warranty inspection tomorrow

Shady Valley – Tom Shanks

- Contractor is in essence done
- Little bit of yard work to be completed
- Submitted final pay request and close-out documents
- Pending change order brought tonight – can do this at next meeting. Concerns 3 items: hot water heater, strobe light, and expansion of fence around water tank – amount \$2295.75. Mr. Buckles made motion, seconded by Ms. Stout and passed by unanimous roll call vote to approve this change order.

Roan Creek Elementary – Tim Shaw

- All but done
- Controls for heating/air conditioning getting a little better – under warranty until 3-04
- Roof scenario not much better
- Spoke with attorneys regarding this problem to determine status with performance bond
- Ms. Miller wrote and mailed letter today to bonding company regarding problems

8. Review of policies in School Board Operations and Support Services

Mr. Gambill said they wanted to review some policies and decide what, if any, changes needed to be made. The policies reviewed and changes made are as follows:

Policy # 1.108 – Nepotism – After discussion, a motion was made by Mr. Buckles, and seconded by Mr. Gregg to keep the current policy in place. The motion passed by roll call vote as follows: Mr. Buckles, yes  
Mr. Carlton, no  
Mr. Gregg, yes  
Ms. Stout, no

Mr. Gambill, yes

Mr. Carlton made a motion that we change to the same policy that Elizabethton City uses – which does not allow any nepotism in the system. The motion was seconded by Ms. Stout. The motion failed by roll call vote as follows:

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

Policy 1.302 – School Attorney – Mr. Carlton made a motion that the wording in line 4 be changed to read “The county attorney may.....” The motion was seconded by Mr. Buckles and passed by unanimous roll call vote.

Policy 1.703 – School Attendance Areas – Mr. Carlton recommended adding a reference to Policy 6.205 – Student Assignment. He recommended that the wording in lines 10 and 11 of policy 6.205 be in both policies and that they be cross-referenced. The motion was seconded by Mr. Gregg and passed by unanimous roll call vote.

Policy 1.806 – Advertising and Distribution of Materials in Schools – This policy was discussed and it was the general opinion of the board to leave it as it currently is.

9. A motion was made by Mr. Carlton, seconded by Ms. Stout, and passed by unanimous roll call vote to do a cosmetic facelift of the Board Room. This includes the changes recommended by Mr. Carlton and Ms. Stout at the last board meeting with the exception of the installation of an HVAC system.

At this time, Mr. Gambill went to the Addendum.

1. A motion was made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve the Safe Schools/Healthy Students budget for year one in the amount of \$541,200.
2. After a brief presentation by Tim Shaw, a motion was made by Mr. Carlton, seconded by Ms. Stout, and passed by unanimous roll call vote to approve the nomination of Roan Creek Elementary School as TSBA School of the Year. The only cost to the Board will be the cost of digital camera disk and glossy paper to print photos on – Shaw & Shanks will pay the entry fee. The award will be presented in November at the TSBA Convention.
3. A motion was made by Mr. Buckles, seconded by Mr. Gregg and passed by unanimous roll call vote to approve contracts with the following agencies under the Safe Schools/Healthy Students grant:
  - Johnson County Sheriff’s Department – Roger Walters as safety counselor for one year period of time – amount \$25,000 (plus fixed costs)
  - Northeast Community Services Agency – project evaluator and half-time research assistant to work with the Bringing Up Grades (BUG) program through this grant – amount not to exceed \$48,000
4. A motion was made by Mr. Buckles, seconded by Mr. Carlton, and passed by unanimous roll call vote to approve the Report of School System/School Compliance for Johnson County – no areas of non-compliance.
5. A motion was made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve proceeding with the HVAC project for JCHS and JCMS.

At this time Mr. Gambill asked for the Director’s Report. In her report, Ms. Miller discussed/mentioned the following items:

- Favorable comments regarding the school and the hospitality at the Fall District Meeting
- Had many compliments on how wonderful the food was
- Congratulations to Betty Brown – proud of her – TN Educator of the Year – Appalachian Center for Higher Education
- Grant – SS/HS – only school system in Tennessee to receive one of these grants – over 1/2 million dollars
- Art work on walls – students
- Callie Dunn – sister-in-law of Sharon Stout – being hired as a substitute teacher

Megan Grindstaff

- Congratulations again to Ms. Brown – she is JCHS “Shining Star”

Mr. Carlton

- Handed out a sample resolution about elected Superintendents

Mr. Gregg

- Visited vocational school – alignment machine in place and being used

Mr. Buckles

- Invitation to bean supper and auction Friday evening to kick off Cranberry Festival
- Come to Cranberry Festival on Saturday

Ms. Stout – nothing to mention

Mr. Gambill

- Problem at ESC – may need to set a meeting and work this out

There being no further business, the meeting adjourned at 8:30 p.m.

|                              |                   |                        |
|------------------------------|-------------------|------------------------|
| _____<br>Director of Schools | _____<br>Chairman | _____<br>Vice-Chairman |
| _____<br>Member              | _____<br>Member   | _____<br>Member        |