

MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION,
FEBRUARY 12, 2004, 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 January 8, 2004 with any additions/corrections necessary (Attachments 5a)

Approve the following amendments (Attachment 5b)

- General Purpose Court
- Central Cafeteria Court
- Federal Projects Board
- Head Start Board #3

Approve School to Work Agreement (for Health Science Education) between the Johnson County Vocational School and the Johnson County Board of Education (Attachment 5c)

Approve proposed change to Board Policy 4.600 – Grading System – to be effective for the 2004-2005 school year (Attachment 5d)

Approve request from Daphne Greene to take two elementary teams of students to the We the People Project Citizen Showcase Competition in Nashville for April 25-26. This involves 16 students, chaperones and bus driver. (Attachment 5e)

Approve 2 events/trips for volleyball team that will require overnight stay (Attachment 5f)

- Chattanooga Choo Choo Camp – July 26-29
- Chattanooga Choo Choo Tournament – September 10-11

Approve 2 students (Megan Grindstaff and Cory Wilson) and two chaperones (Michele Cook and Scott Plyler) to attend the SCOPE conference in Nashville on March 22 – will require overnight stay.

6. Report from Student Board Member – Megan Grindstaff
7. Update on Construction Projects – Shaw & Shanks, Architects PC
8. Review Section 5 - Personnel – of Board Policy
9. 5-Minute Presentation by the Healthy Start Committee
10. Tennessee Consolidated Planning and Needs Assessment Process – Mission and Beliefs – Presentation by Morris Woodring
11. Presentation of teacher portfolios for teachers under consideration for tenure (Attachment 11)
12. Report from Howard Carlton on NSBA Federal Relations Network Conference, February 1-3, Washington, DC
13. Report of activity funds and USDA procedures audit for the year ending June 30, 2003 – Russell Robinson (Attachment 14)
14. Any other matters which may duly come before the Board for official action

Information Items:

1. Personnel decisions made by Director of Schools

Hires

- Zella Patterson as substitute for Tamra Taylor who is on medical leave
- Substitute teachers: Nicole Adams, Mary Alice Adamson, Lesa Arnold, Jenna Brown, Nellie Bryant, Shelia Campbell, Debra Crane, Julie Dugger, Tami Eisenhower, Vance Henderson, Nancy Lewis, Sandi McGuire, Benjamin Miller,

Nancy Pope, Christine Robinson, Dorothy Scruggs, Samantha Shaver, Melissa Slemp, Suzanne Whitlock, Aimee Williams, Kim Winters

- Linda Sutherland as instructional assistant in Special Education
- James Pardue as custodian at Roan Creek Elementary
- Jamie Harris as SE teacher at Extended Service Center
- Daniel McEwen as SE teacher at JCHS

Leaves

- Extension of Medical Leave for Nancy Proffitt
 - Medical/Maternity Leave for Drema Arnold beginning January 26th
 - Medical Leave w/o pay for Glenn Hammons
 - Leave without pay for Anthony Troutman
 - Leave without pay for Pam Arnold for February 3rd
 - Leave without pay for Tanya Anderson for Feb. 17-20
 - Medical leave without pay for Mel Wagner beginning 1-29-04
 - Leave without pay for Jahala Thomason - Feb. 9-16
 - Leave without pay for Betty Hartman – Feb. 16-19
2. Appreciating our Board Members – Special Events Committee, Lorie Murray, Chair
 3. Proclamation by County Mayor – School Board Appreciation Week (Attachment Info 3)
 4. 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 plat for first phase of vocational sub-division
2. Approve Auto Mechanics field trip to Nashville March 9-12, 2004 – sponsor – John Holloway (Attachment #2)

Information Items:

1. Personnel decisions made by Director of Schools:
 - Leaves
 - 4-day leave without pay for Rhonda Burnham

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. Grindstaff, student member. Audrey Reece, Recorder.

After a moment of silence, Ms. Stout led in the Pledge to the American Flag.

- 3-4. There were no visitors or delegations present who wished to address the board.
5. Consent Agenda: Mr. Gambill asked if any member had any item they wished to pull off the consent agenda for individual discussion. Getting no response, he asked for a motion to approve the consent agenda as presented. A motion was made by Mr. Carlton, seconded by Mr. Buckles, and passed by unanimous roll call vote to approve the consent agenda as recommended. This includes the following amendments:

General Purpose Court Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
43513	Tuition-Summer School		\$120.00		
43570	Rec. from Ind. Schools		\$2,878.94		
43583	TBI Background Fees		\$896.00		
44170	Misc. Refunds		\$2,371.31		
49800	Operating Transfers		\$51.00		
			\$6,317.25		

Note: The above revenue was collected and amended into revenue as indicated and into the following Expenditure lines: 43513 Tuition-Summer School \$120.00 was summer school tuition collected by Doe Elementary; 43570 Rec. from Individual Schools \$2,878.94 included \$430.64 substitute reimbursement, \$4.00 collected for damage to ceiling tile, \$582.80 field trip expenses, \$1,861.50 reimbursement for computer System purchased by central office; 43583 TBI Background Fees \$896.00 was fees paid by new employees for background check; 44170 Misc. Refunds \$2,371.31 included \$849.50 refunds on staff development Expenses, \$51.00 field trip expenses, \$70.00 reimbursement for election duties by a teacher, \$120.00 for Reimbursement for para-pro tests, \$58.05 reimbursement on uniform rental, and \$1,222.76 substitute

Reimbursement; and 49800 Operating Transfers \$51.00 was for field trip expenses.					
71100-195	Substitute Teachers	\$68,400.00	\$1,475.00		\$69,875.00
71100-201	Social Security	\$270,065.27	\$91.45		\$270,156.72
71100-210	Unemployment Comp.	\$6,864.00	\$6.75		\$6,870.75
71100-212	Employer Medicare	\$63,391.69	\$21.42		\$63,413.11
71100-419	Inst. Supplies/Materials	\$145,377.66	\$120.00		\$145,497.66
71100-722	Inst. Equipment	\$40,000.00	\$1,861.50		\$41,861.50
71300-116	Teachers	\$564,574.00	\$70.00		\$564,644.00
71300-195	Substitute Teachers	\$8,150.00	\$50.00		\$8,200.00
71300-201	Social Security	\$42,340.67	\$3.10		\$42,343.77
71300-212	Employer Medicare	\$9,902.83	\$0.73		\$9,903.56
72210-524	Inservice/Staff Dev.	\$22,749.19	\$555.50		\$23,304.69
72210-599	Other Charges	\$3,280.00	\$120.00		\$3,400.00
72310-425	Inservice/Staff Dev.	\$8,500.00	\$294.00		\$8,794.00
72310-513	Workman's Comp.	\$85,378.00	\$4.95		\$85,382.95
72310-533	Crim. Inves. Of Appl.	\$4,000.00	\$896.00		\$4,896.00
72620-499	Other Supp/Materials	\$84,062.50	\$4.00		\$84,066.50
72710-146	Bus Drivers	\$211,554.00	\$530.80		\$212,084.80
72710-351	Rentals	\$6,141.90	\$58.05		\$6,199.95
72710-412	Diesel Fuel	\$55,250.00	\$154.00		\$55,404.00
			\$6,317.25		
34290	Other Loc. Ed. Reserves	\$162,482.00		\$20,000.00	\$142,482.00
71100-429	Inst. Supplies/Materials	\$145,377.66	\$2,000.00		\$147,377.66
71100-722	Instructional Equipment	\$40,000.00	\$18,000.00		\$58,000.00
(Money brought out of reserved e-rate funds for systemwide server upgrades)					
46511	Basic Education Program	\$8,619,600.00	\$36,000.00		\$8,655,600.00
71100-207	Medical Insurance	\$12,367.00	\$36,000.00		\$48,367.00
(Amount received from state for medical insurance mid-year premium increase.)					
Prepared by: Audrey Reece, Lead Bookkeeper					

Central Cafeteria Court Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
44170	INSURANCE PRE	\$-	\$624.00	\$-	\$624.00
73100-207	Medical Insurance	\$65,000.00	\$624.00	\$-	\$65,624.00
73100-342	Paym.to S.-Brk			\$18,000.00	0
73100-307	Communications	0	\$2,000.00		\$2,000.00
73100-336	Maint&Repair Equ	\$2,000.00	\$16,000.00		\$18,000.00
Comments: 1. Insurance premiums had to be paid by 5-employees because their payroll check was not enough to take out the insurance premium.					
2. Data entry error when completing the budget.					

Federal Projects Board Amendment

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
71100-163-111	EDUCATIONAL ASSISTANTS	\$157,820.00		\$5,000.00	\$152,820.00
71100-195-111	SUBSTITUTE TEACHERS	\$6,000.00	\$5,000.00		\$11,000.00
72210-207-111	MEDICAL INSURANCE	\$4,000.00	\$2,000.00		\$6,000.00
72210-499-111	OTHER SUPPLIES/MATERIALS	\$2,500.00		\$2,000.00	\$500.00
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	TOTALS TITLE I 04-01	\$170,320.00	\$7,000.00	\$7,000.00	\$170,320.00
71100-429-151	INSTRUCTIONAL MATERIALS	\$8,744.00	\$5,000.00		\$13,744.00
71100-722-151	INSTRUCTIONAL EQUIPMENT	\$31,000.00		\$5,000.00	\$26,000.00
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	TOTALS TITLE V 04-01	\$39,744.00	\$5,000.00	\$5,000.00	\$39,744.00
71300-429-180	INSTRUCTIONAL MATERIALS	\$44,669.43		\$5,905.29	\$38,764.14
71300-730-180	VOCATIONAL EQUIPMENT	\$33,330.57	\$5,905.29		\$39,235.86
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	TOTALS CARL PERKINS 04-01	\$78,000.00	\$5,905.29	\$5,905.29	\$78,000.00
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MONTHLY CLEAN-UP ADJUSTMENTS

Head Start Board #3

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
71100207	Medical Insurance	\$26,235.22	\$575.36		\$26,810.58
71100429	Other Supplies	\$11,217.56		\$2.52	\$11,215.04
71100599	Other Charges	\$20,337.82		\$572.84	\$19,764.98
		Total	\$575.36	\$575.36	
72710146	Bus Drivers	\$13,601.09		\$25.26	\$13,575.83
72710499	Other Supplies and Materials	\$789.89	\$25.26		\$815.15
		Total	\$25.26	\$25.26	
Head Start end of year budget clean up					

6. Report from Student Board Member – Megan Grindstaff
 - Band – JCHS Pride – went to competition in Gatlinburg – won several awards
 - Spring sports starting soon
 - Basketball in full swing
 - Board Appreciation Week – gave each board member a bookmark from JCHS

7. Update on construction projects – Shaw & Shanks

Roan Creek Elementary – Tim Shaw

- Short and sweet
- Roof scenario – still in process of pounding on contractor – they were there this week – did some work Monday and Tuesday – attorneys twisting their arms – still ongoing
- HVAC – no news is good news – seems to be working well
- Ms. Miller commented that the first step has been taken toward taking legal action – set date for meeting – sent letter to contractor and his surety – arrange a meeting within 15 days
- Lengthy discussion followed about the need to take legal action and the steps to be taken regarding the roof leaks at RCE. Board members commented that they were getting complaints from the community.
- Mr. Shaw said that 2 of the valleys had been repaired satisfactorily – leaving 7 to do.
- The objective of the meeting between the Board and the contractor would be to get all 11 items addressed and get a time frame for completion of work

Vocational Paint Booth – Tom Shanks

- No response from fire marshal – resubmitted on January 29th – waiting on his consideration

Masonry Shop – Tom Shanks

- All but complete
- Fire alarm and intercom hooked up
- Concrete work and grading outside
- Get Kelly Vance to give certificate of occupancy

JCHS HVAC System – Tom Shanks

- Submitted to fire marshal on January 22nd
- Waiting for review
- Get out for bids toward doing work this summer

Doe – Tom Shanks

- Window leaks
- Window people here – talked with teachers
- Next step – will do a hose test to see if they can make the windows leak – they will then know what to do to solve problem.
- Roof curbs – had a meeting with roof manufacturer and consultant on January 13th – there are installation problems
- Meeting with J. S. Ridenour February 2 – supposed to respond by February 16 as to corrective action
- We think it is a temporary patch – contractor considers it permanent.

8. Review of Section 5 – Personnel – of Board Policy

Mr. Gambill said he assumed that all board members had gone over this section of Board policy. He asked if anyone had any changes they thought needed to be made. It was the general consensus of the Board that this section of policy did not need any changes at this time.

9. Deanna Snyder was present to do a presentation for the Healthy Start Committee. She said each board member should have received a packet of information. She said that March is National Nutrition Awareness Month and they want to implement a trial run of the health index that is coming during March to see how it works. She said Elaine Moore is willing to help by not serving sugar coated cereal for breakfast, taking chocolate milk out of the after school programs, etc. for the month of March. This also includes 30 minutes of exercise for all students every day. She said they are working toward full implementation beginning with next school year. After discussion, a motion was made by Mr. Carlton, seconded by Ms. Stout to approve the trial run of the health index pending the approval and help/cooperation of each school principal. The motion passed by unanimous roll call vote.
10. Morris Woodring gave a PowerPoint presentation on the Tennessee Consolidated Planning and Needs Assessment Process – Mission and Beliefs. He also gave each Board member a handout. After the presentation, a motion was made by Mr. Carlton, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve the Mission and Beliefs statements for each school and the system.
11. Presentation of teacher portfolios for teachers under consideration for tenure. Principals who have teachers on staff who are being considered for tenure presented their portfolios to the Board as follows:
 - Doe – Lisa Arnold presented portfolio for Benjamin Michael Smith
 - RCE – Margaret Wallace presented portfolios for Hilda Crowder, Rita Storie and Rob Timbs
 - MCE – Gay Triplett presented portfolio for Leon Henley
 - JCMS – Emogene South presented portfolio for Melissa KeeseeyThe portfolios went to Mr. Gregg first, he will then give them to Mr. Carlton, who will bring them to Audrey in Central Office for distribution to other board members.
12. Howard Carlton gave a report on his attendance at the NSBA Federal Relations Network Conference in Washington, DC on February 1-3. He gave handouts to the other board members and went over some of the things they talked about at the meeting. He talked about TSBA's position paper on NCLB and gave the other members a copy of this. He said the group met with Congressman Jenkins and Secretary of Education Ron Page. He said it was a very productive meeting.
13. Russell Robinson gave a brief report on the activity funds and USDA procedures audit for the year ending June 30, 2003. He said we had made dramatic improvements from last year and he was very pleased with the audit. He said the auditor saw a lot of improvement and that there was only one finding and it was a bookkeeping error. A motion was made by Mr. Buckles, seconded by Mr. Carlton, and passed by unanimous roll call vote to approve the audit report.

After a short break, Mr. Gambill went to the addendum items.

1. Mr. Willie Hammons, Mr. George Triplett, and Mr. Tim Roberts were present and made A presentation about the proposed sub-division. Mr. Hammons said he was asking for 3 things to be approved:
 - The plat for the first phase of the sub-division
 - Arranging for inmates to clear the right-of-way for the road to be built – including taking out trees, underbrush, etc.
 - Contracting with Mr. Roberts to use his own equipment to build the road with the system providing the fuel
 - Mr. Hammons said the plan included the following:
 - A well being dug to serve as many houses as it could supply
 - Sewer – septic tank system for each house
 - Underground power lines
 - Agriculture department doing landscapingAfter explanation and discussion, a motion was made by Mr. Gregg, seconded by Mr. Carlton and passed by unanimous roll call vote to approve Mr. Hammons' requests for the first phase of the vocational sub-division project.
2. After brief discussion, a motion was made by Mr. Buckles, seconded by Mr. Gregg, and

passed by unanimous roll call vote to approve the Auto Mechanics field trip to Nashville on March 9-12, 22004 (sponsor-John Holloway) pending availability of a bus and driver for the trip.

Mr. Gambill then went back to the agenda for Information Items.

2. Lorie Murray, representing the Special Events Committee, presented each Board member with some gifts/cards of appreciation from Central Office and Head Start. Ms. Miller showed and read cards of appreciation from the classes at Doe School.

Ms. Miller then presented the Director's Report. She only had one item to bring up – the projected BEP and Salary Equity amounts for next year. She said she and Russell Robinson were going to a meeting on Friday in Greenville about this and would know more after this meeting.

Mr. Carlton

- Grading scale – asked a question about grade range
- Thanks to Bridgette Hackett and Emogene South for invitation to JCMS BUG program
- Appreciate all gifts for Board Appreciation Week
- Sent all principals a letter about the library book project
- All school websites look good – Laurel has a great site

Mr. Gregg

- Thanks to everyone for the gifts
- Staff doing a great job
- Thanks to Mr. Hammons, Mr. Triplett and Mr. Roberts
- Remember Valentine's Day

Mr. Buckles

- Congratulations to Mr. Gambill on achieving Level 4 Boardsmanship
- Thanks for gifts for Board Week
- Glad to see the vocational building program starting up – looks good

Ms. Stout had to leave the meeting early.

Ms. Miller

- Tom Shanks looked at brickwork on masonry shop and said that the students did a whole lot better job of laying brick than any of the masons on the RCE project
- Very proud of that program
- Congratulations to Mr. Gambill on achieving Level 4 – first Johnson County Board member to do so

There being no further business, a motion was made by Mr. Buckles to adjourn at 8:15 p.m.

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