

**MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION, JULY 8, 2002, 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 June 13, 2002 with any additions/corrections necessary (Attachment 5a)

Approve the following amendments (Attachment 5b)

- General Purpose Court (Executive Agreement 6-17-02)
- General Purpose Board (Executive Agreement 6-28-02)
- Central Cafeteria Board (Executive Agreement 6-28-02)
- Federal Projects Board (Executive Agreement 6-28-02)
- Education Capital Projects Board (Executive Agreement 6-28-02)

Award bid for Head Start playground equipment at Mountain City Elementary to Just4Play, Inc. – bid amount \$32,248 – Head Start funding will be used to pay for this playground (Attachment 5c)

Approve hiring Engineering Services Group, PC (Mechanical and Electrical engineers at Roan Creek, Doe, Laurel) to write the specifications and complete all drawings for the hood at JCHS kitchen, submit the drawings and plan to the State Fire Marshal's office in Nashville and to oversee the complete project. Estimated cost for the Engineering Services Group is \$5,000 to be paid from Central Cafeteria.

Approve application for Safe Schools/Healthy Students: Bringing Up Grades (B.U.G.) Grant Application – a three year project – amount requested \$1,621,159.00 (Attachment 5d)

Approve CPI (Community Prevention Initiative) grant for FY 2002-2003 in the amount of \$36,626

6. Appalachian InterMountain Scholars Program (AIMS) Presentation – Gary Mabry, Johnson City Chamber of Commerce
7. Facilities Report – Shaw & Shanks
  - Roan Creek Elementary
  - Doe Elementary
  - JCMS Roof
  - Vocational Masonry Shop
  - Shady Valley
8. Approve the 2002-2003 school budget
9. Any other matters which may duly come before the Board for official action

**Information Items**

1. Personnel decisions made by the Director of Schools
  - Substitute food service employees for 2002-2003: Kimmie Blevins, Kimberly Bellamy, Anita Bentley, Mary Lou Bowers, Mariatta Blevins, Coralee Campbell, Martha Collins, Ethel Dowell, Mary Dunn, Judith Eller, Lois Farley, Kathy Forrester, Nancy Forrester, Ann Head, Betty Holmes, Eloise Jenkins, Barbara Long, Ella Miller, Carolyn Ray, Sherry Shoun, Margie Stanley, Melissa Stanley, Linda Yates
  - Michael Bursztyn as part-time food service employee
2. Report on status of the state revenue to the school budget

**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 amendments as follows: (Attachment #1)  
Head Start Court Amendment #3
2. Approve the amended Procurement Plan for the School Nutrition Program. Changes are as follows: A on Page #2; Page #5 has had 3 more bullets added – last 3 bullets added (Attachment #2)
3. Approve offering a School Age Child Care program at Roan Creek Elementary - projected time 6:00 a.m. – 6:00 p.m.
4. Select date for Roan Creek Elementary Open House – recommended first choice Sunday August 4<sup>th</sup> 2:00 p.m.; second choice Saturday August 3<sup>rd</sup> 10:00 a.m.
5. Approve 2002-2003 budget reserves (Attachment 5)
6. Approve job description and salary schedule for Head Start administrative assistant - This position will be used on a part-time temporary basis. (Attachment 6)
7. Student Board Member Report – Sally Mast

**Information Items:**

1. Boardmanship Information Packet should be corrected and mailed to TSBA or returned to Audrey by July 15<sup>th</sup> if you wish her to mail to TSBA
2. Financial Report

**ACTION TAKEN ON AGENDA ITEMS**

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

Mr. Taylor led the group in prayer and Mr. Gregg led in the pledge to the American Flag.

Mr. Grayson presented a denim shirt to Ms. Mast with her name and “Student Board Member” embroidered on the front. This matches the one the Board members have. Alternate Megan Grindstaff was told she would receive one when she became student board member next school year.

- 3-4. There were no visitors or delegations or persons who wished to address the Board.
5. Mr. Grayson asked if any member of the board wished to pull anything off the consent agenda for individual discussion and action. There being no response, he asked for a motion. A motion was made by Mr. Gregg, seconded by Mr. Gambill, and passed by unanimous roll call vote to approve the entire consent agenda as recommended, including the following amendments.

**General Purpose Court Amendment**

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
43581	Community Serv. Fees		\$225.04		
44160	Retirees Insurance		\$725.03		
44170	Misc. Refunds		\$240.00		
			<b>\$1,190.07</b>		

Note: The above revenue was collected and added to expenditure lines as listed below:

**43581 Community Service Fees \$225.04 was money returned from KCCC field trip expense checks;**

**44160 Retirees Insurance \$725.03 was insurance premiums paid by retired employees; and**

**44170 Misc. Refunds \$240.00 was reimbursement for field trip expenses.**

71100-207	Medical Insurance	\$367,101.00	\$725.03		\$367,826.03
73300-599	Other Charges	\$5,115.07	\$225.04		\$5,340.11
72710-146	Bus Drivers	\$194,057.99	\$200.00		\$194,257.99
72710-425	Gasoline	\$20,698.70	\$40.00		\$20,738.70
			<b>\$1,190.07</b>		

Prepared by: Audrey Reece, Lead Bookkeeper

General Purpose Board Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
71300-116	Teachers	\$529,321.00		\$540.00	\$528,781.00
71300-189	Other Salaries/Wages	\$76,078.00	\$540.00		\$76,618.00
72110-201	Social Security	\$2,493.49	\$170.00		\$2,663.49
72110-212	Medicare	\$583.84	\$40.00		\$623.84
72110-355	Travel	\$2,950.00		\$210.00	\$2,740.00
			<b>\$210.00</b>	<b>\$210.00</b>	
72120-412	Drugs & Medical Supp.	\$7,093.00		\$1,580.00	\$5,513.00
72120-735	Health Equipment	\$985.00	\$1,580.00		\$2,565.00
22220-161	Secretaries	\$10,601.00	\$320.00		\$10,921.00
72220-162	Clerical Personnel	\$1,663.00	\$12.00		\$1,675.00
72220-201	Social Security	\$7,056.00		\$737.00	\$6,319.00
72220-524	Inservice/Staff Dev.	\$5,100.00	\$405.00		\$5,505.00
			<b>\$737.00</b>	<b>\$737.00</b>	
72310-191	Committee Member Fees	\$10,650.00		\$2,200.00	\$8,450.00
72310-206	Life Insurance	\$13,000.00		\$800.00	\$12,200.00
72310-299	Other Fringe Benefits	\$27,840.00		\$5,000.00	\$22,840.00
72310-305	Audit Services	\$4,500.00	\$200.00		\$4,700.00
72310-331	Legal Services	\$8,000.00		\$5,000.00	\$3,000.00
72310-499	Other Supp/Materials	\$500.00		\$220.00	\$280.00
72310-506	Liability Insurance	\$91,500.00	\$18,704.00		\$110,204.00
72310-510	Trustee's Commission	\$78,000.00	\$2,000.00		\$80,000.00
72310-513	Workers Comp. Ins.	\$57,626.93		\$5,684.00	\$51,942.93
72310-524	Inservice/Staff Dev.	\$2,500.00		\$2,000.00	\$500.00
			<b>\$20,904.00</b>	<b>\$20,904.00</b>	
72510-207	Medical Insurance	\$5,466.00	\$20.00		\$5,486.00
72510-210	Unemployment	\$244.67		\$20.00	\$224.67
72610-454	Water and Sewer	\$21,000.00	\$3,700.00		\$24,700.00
72610-434	Natural Gas	\$125,000.00		\$3,700.00	\$121,300.00
72620-167	Maint. Personnel	\$76,233.00		\$3,500.00	\$72,733.00
72620-207	Medical Insurance	\$7,531.00		\$1,000.00	\$6,531.00
72620-335	Maint/Rep - Bldgs.	\$18,111.90		\$500.00	\$17,611.90
72620-336	Maint/Rep - Equipment	\$6,000.00		\$1,800.00	\$4,200.00
72620-399	Other Cont. Services	\$5,000.00		\$3,500.00	\$1,500.00
72620-426	Gen. Const. Materials	\$12,359.00		\$1,400.00	\$10,959.00
72620-499	Other Supp/Materials	\$40,054.97	\$11,700.00		\$51,754.97
			<b>\$11,700.00</b>	<b>\$11,700.00</b>	
72710-105	Supervisor	\$32,651.00	\$1.00		\$32,652.00
72710-162	Clerical Personnel	\$17,164.00	\$140.00		\$17,304.00
72710-201	Social Security	\$19,075.00		\$141.00	\$18,934.00
73100-422	Food supplies	\$10,460.00		\$380.00	\$10,080.00
73100-499	Other Supp/Materials	\$1,350.00	\$380.00		\$1,730.00
73300-201	Social Security	\$2,907.00	\$280.00		\$3,187.00
73300-212	Medicare	\$680.00	\$66.00		\$746.00
73300-422	Food Supplies	\$4,000.00		\$346.00	\$3,654.00
			<b>\$346.00</b>	<b>\$346.00</b>	

Necessary end-of-year adjustments

Prepared by: Audrey Reece, Lead Bookkeeper					
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Central Cafeteria Board Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
73100-422	Food Supplies	\$390,200.00		\$2,000.00	\$388,200.00
73200-165	Caf. Personnel	\$280,000.00	\$2,000.00		\$282,000.00

Federal Projects Board Amendment

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
72210-161-111	SECRETARY(S)	\$7,200.00	\$81.00		\$7,281.00
72210-189-111	OTHER SALARIES AND WAGES	\$1,800.00		\$81.00	\$1,719.00
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	<b>TOTALS TITLE I 02-01</b>	<b>\$9,000.00</b>	<b>\$81.00</b>	<b>\$81.00</b>	<b>\$9,000.00</b>
72130-130-160	SOCIAL WORKERS	\$7,338.00		\$2.04	\$7,335.96
72130-201-160	SOCIAL SECURITY	\$455.00		\$28.29	\$426.71
72130-204-160	STATE RETIREMENT	\$357.00		\$0.48	\$356.52
72130-210-160	UNEMPLOYMENT COMPENSATION	\$38.00		\$25.04	\$12.96
72130-212-160	EMPLOYER MEDICARE	\$107.00		\$7.22	\$99.78
72130-599-160	OTHER CHARGES	\$39.00	\$63.07		\$102.07
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	<b>TOTALS PRESCHOOL 02-01</b>	<b>\$8,334.00</b>	<b>\$63.07</b>	<b>\$63.07</b>	<b>\$8,334.00</b>
NECESSARY END OF YEAR ADJUSTMENTS TO PREPARE FOR PROJECT CLOSURE.					
PREPARED BY: RUSSELL ROBINSON - FEDERAL PROJECTS BOOKKEEPER					

Education Capital Projects Board Amendment

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
177 91300-305	FISCAL AGENT CHARGES	\$1,050.00	\$5.00		\$1,055.00
177 91300-799	OTHER CAPITAL OUTLAY	\$663,249.81		\$5.00	\$663,244.81
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	<b>TOTALS</b>	<b>\$664,299.81</b>	<b>\$5.00</b>	<b>\$5.00</b>	<b>\$664,299.81</b>
NECESSARY YEAR END ADJUSTMENTS TO COVER ADDITIONAL FISCAL AGENT CHARGES					
PREPARED BY: RUSSELL ROBINSON - FEDERAL PROJECTS BOOKKEEPER					

- Mr. Gary Mabry from the Johnson City Chamber of Commerce was present to make a presentation to the Board about the AIMS (Appalachian InterMountain Scholars Program). After he explained the program and how it worked, he answered questions from Board members and anyone in the audience who had questions. He said this program would not be an expense to the Board and that it was now in 10 systems in our area including Unicoi County, Carter County and Elizabethton City as well as Johnson City. After discussion and questions, a motion was made by Mr. Taylor, seconded by Mr. Gregg and passed by unanimous right hand vote to approve the implementation of the AIMS program in the Johnson County School System.

7. Facilities Update

**Roan Creek Elementary – Tim Shaw**

- All but finished
- 2 or 3 things left to finish
- Lawn work – still working on this
- Pavement – has done some remedial work – still quite a bit to do before acceptable
- Prepared at this point to formally reject the work
- Armstrong difficult to work with but always comes through in the end
- Have apprised the contractor of the August schedule
- Coloration of brick has been taken care of
- Building working fine
- Playground equipment delivered – ready to install
- Brick sculpture installed
- Accident involving worker on playground equipment – he is o.k. but is being kept overnight
- Fence around pond – needs to be done by mid-August
- Bird issue in bell tower resolved

**Doe – Tom Shanks**

- Contractor finished punch list with one exception
- Have 12 windows on order – will be replacing these
- Ongoing warranty items continue to be worked on
- All documentation delivered to Board of Education office

**JCMS Roof – Tom Shanks**

- Contractor began work on 6-19
- Has done 56% of the roof on the library section
- No problems so far
- Progressing nicely

**Vocational Masonry Shop**

- Nothing more than last month
- Fire marshal still not responded
- Just waiting

**Shady Valley – Tom Shanks**

- Community meeting on 6-24 was very well attended and well received
- Have gone back and completely measured building
- Looking at specific issues
- Have engineer there next week
- Next step is to make sure we can do the sprinkler system

8. Mrs. Miller asked that the Board approve the 2002-2003 budget and that they go to the Addendum and approve Item No. 5 – 2002-2003 reserves – at the same time. She also reported on information item no. 2 – status of the state revenue to the school budget as follows (as much information as she had at this time):

- BEP and Extended Contract fully funded
- Governor's School, Arts Academy and Camp Clements have been restored
- 2% salary increase for teachers effective January 1<sup>st</sup> – which means an overall effect of 1% for the year
- Tentatively approve the budget from the work session and reserves
- Thinks we will get a pretty good increase in BEP this year

She asked the board to tentatively approve the budget and the reserves and the changes they talked about in the work session. She said then when the budget was finalized they would need to have a special call session to approve the final budget.

A motion was made by Mr. Gambill, seconded by Ms. Stout and approved by unanimous roll call vote to tentatively approve the budget discussed in the work session, the reserves and the changes discussed in the work session.

Mr. Grayson then went to the addendum.

1. A motion was made by Mr. Taylor, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve the Head Start Court Amendment #3 as follows:

Head Start Court Amendment #3

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
47990	Other Dir Fed Revenue	501,038.00	\$65,000.00		566,038.00
72620-499	Other Supplies and Materials	\$-	\$65,000.00		\$65,000.00
This amendment brings a Head Start Grant into revenue and expenditure lines.					
<i>Prepared by: Barbara Hampton, Bookkeeper</i>					

2. After the changes were explained, a motion was made by Mr. Gambill, seconded by Mr. Gregg and passed by unanimous roll call vote to approve the amended Procurement Plan for the School Nutrition Program.
3. After brief explanation, a motion was made by Ms. Stout, seconded by Mr. Taylor, and passed by unanimous roll call vote to approve offering a School Age Child Care Program at Roan Creek Elementary – projected time 6:00 a.m. until school begins and after school until 6:00 p.m.
4. After discussion, a date of Sunday August 4<sup>th</sup> at 2:00 p.m. was set for the Roan Creek Elementary Open House. No motion or vote necessary – consensus of the board.
5. Taken care of earlier in the meeting
6. After explanation and brief discussion, a motion was made by Mr. Taylor, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve the job description and salary schedule for Head Start administrative assistant. The position will be used on a part-time temporary basis.

Ms. Miller mentioned the following as information items:

- Boardmanship Information Packet – make corrections and either mail to TSBA or return to Audrey for mailing
- Complimented supervisory staff on fine job they did on the monitoring in the different departments – Special Education, Food Service, Head Start and Adult Education

7. Ms. Mast mentioned the following items in her report:

- Excited about the AIMS program
- Thanks for the shirt – will wear it with pride

Ms. Stout – Nothing to bring up

Mr. Gambill

- Asked what the problem is at Mountain City with getting a door cut
  - Mr. Woodring said there was an electrical box on that wall and he hesitated to cut a hole in that wall without the approval of the fire marshal
  - Mr. Gentry also said that they better not cut a door in that wall without the approval of the fire marshal.
- Mr. Gambill said he was just curious and wanted to know what was going on with it

- Ms. Miller commented that she didn't know anything about the door but that she had asked Mr. Woodring and Mr. Gentry to give priority to getting Shouns ready for August occupancy by ESC and Adult Education
- Mr. Gambill then asked about the letters that went out to parents about transportation to Roan Creek
  - Ms. Miller said she received 8 letters back – half and half on where they would send their children
  - She had supervisors call all 44 families
  - Meeting at Roan Creek – not a single parent showed up
  - Trend is that K-1-2 will probably attend Roan Creek
  - Upper grades at Mountain City will probably continue to transport to Mountain City

Mr. Gregg – Nothing to bring up

Mr. Taylor – Nothing to bring up

Mr. Grayson mentioned the Boardsmanship Program.

Ms. Miller then announced that Gary Ritchie, principal of JCMS, had resigned. Mr. Ritchie said he had enjoyed working for Johnson County and was going to miss it, but the offer he received was just too good to pass up.

There being no further business, the meeting adjourned at 8:20 p.m.

Director of Schools	Chairman	Vice-Chairman
Member	Member	Member