

MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION
July 10, 2012

Agenda

1. Call to Order
2. Roll Call
3. Recognition of Visitors or Delegations/Audience Participation
4. **Consent Agenda**
 - Approval of Agenda
 - Approval of minutes of the regular meeting of June 14, 2012, with any additions/corrections necessary (Attachment 4a)
 - Approve the following amendments: (Attachment 4b)
 - General Purpose Board
 - Federal Projects Board
 - Central Cafeteria Board
 - Head Start Board (Fiscal)
 - Approve the School Nutrition Offer Versus Serve Policy for lunch and breakfast. (Attachment 4c)
5. Report of Student Board Member – Jacob McGlamery
6. Review Policy Section 4 – Instructional Services (See Johnson County Schools Website)
7. Summer Project Update
8. Approve the Professional Services Agreement between Mountain States Health Alliance d/b/a Medical Center Homecare Services and Johnson County School System. (Attachment 8)
9. First reading of TSBA recommended changes to the following policies (Attachment 9):
 - Policy 1.400 – School Board Meetings
 - Policy 1.704 – Charter Schools
 - Policy 5.200 – Separation Practices for Tenured Teachers
 - Policy 5.201 – Separation Practices for Non-Tenured Teachers
 - Policy 5.803 – Evaluation of the Director of Schools
 - Policy 6.316 – Suspension/Expulsion/Remand
 - Policy 6.4081 – Safe Relocation of Students
10. Approve the contract between the State of Tennessee, Department of Health and the Johnson County School System. (Attachment 10)
11. Budget Update – Russell Robinson
12. Any other matters which may duly come before the Board for official action

Information Items:

1. Director's Report
 - Countywide In-service August 3, 2012 – Roan Creek Elementary School
 - First day of school August 7, 2012
 - Fall District Meeting – September 17, 2012 – Church Hill Intermediate School
 - 2012 TSBA Annual Convention November 4-6, 2012
2. Personnel decisions made by Director of Schools

Hires

Amaryllis Webster – Laurel Elementary School Educational Assistant, effective July 1, 2012
Rebecca Bishop – Doe Elementary School Educational Assistant, effective July 1, 2012
Laura Seastrum – Shady Valley Elementary School Cafeteria Manager, effective July 1, 2012
Ian Taylor – Johnson County High School English Teacher, effective July 1, 2012
Teresa Stansberry – Mountain City Elementary School Teacher, effective July 1, 2012

2012-2013 Nutrition Program Substitutes – Chanetta Bowman, Beverly Church, Mary Dunn, Holland Farley, Diana Forrester, Betty Gentry, Melissa Harry, Robin Keene, Rebecca McGlothlin, Linda Moretz, Lisa Munch, Linda Parker, Denise R. Ruddy, Donna Sexton, April Stout, Elizabeth Taylor, Sharon Wegner, Charlene Williams, Joyce Vanover, Debbie King, Amelia McEwen, Marietta Blevins, Michael Bursztyn, and Nancy Forrester.

2012-2013 Substitute Custodians – Sharlynn Thomsen and Austin Humphrey

2012-2013 Substitute Teachers – Sherry Stanley, Lizzie Russell, Jill Voorting, Sherry Sluder, Valerie Shepherd, Sharlynn Thomsen, Gail Tate, Austin Humphrey, Wahnita Medina, Vance Greer and Pat Verplank

Andrew Metros – Johnson County High School Teacher, effective July 1, 2012

Leaves

Jane Campbell – Medical leave June 21, 2012, through July 6, 2012

Erin Ragan – Maternity leave August 25, 2012 (expected due date) through Christmas Break

LaVonna Roush – Maternity leave extended through July 13, 2012

Retirement

Pat Dobbins – Doe Elementary School Teacher, effective June 18, 2012

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 Morris Woodring, Director of Schools, at (423) 727-2640.

Action taken on Agenda Items

1. The Johnson County Board of Education met in regular session at 6:00 p.m. on Tuesday, July 10, 2012. The chairman, Mr. Buckles, called the meeting to order. The Pledge of Allegiance was led by Mr. Gambill.
2. The roll was called with four members present: Mr. Buckles, Mr. Gambill, Mr. Long, Ms. Parsons and student board member, Jacob McGlamery. Tina Lipford, recorder.
3. No visitors or delegations were recognized.
4. A motion was made by Ms. Parsons, seconded by Mr. Long, and carried by unanimous roll call vote of members present to approve the consent agenda as presented and recommended. This includes the following amendments:

General Purpose Board

JOHNSON COUNTY BOARD OF EDUCATION
GENERAL PURPOSE SCHOOL FUND
BOARD AMENDMENT
JUNE 29, 2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
71300-399	OTHER CONTRACTED SERVICES	\$3,500.00		\$500.00	\$3,000.00
71300-429	INSTRUCTIONAL MATERIALS	\$21,200.00	\$500.00		\$21,700.00
72610-434	NATURAL GAS	\$165,900.00		\$1,500.00	\$164,400.00
72610-454	WATER AND SEWER	\$39,109.92	\$1,300.00		\$40,409.92
72610-720	PLANT OPERATION EQUIPMENT	\$21,438.00	\$200.00		\$21,638.00
72620-336	MAINT & REPAIR SERV - EQUIP	\$7,000.00		\$5,000.00	\$2,000.00
72620-426	GENERAL CONTRUCTION SUPPLIES	\$8,000.00		\$7,000.00	\$1,000.00

72620-499	OTHER SUPPLIES AND MATERIALS	\$115,755.55	\$12,000.00		\$127,755.55
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	TOTALS	\$381,903.47	\$14,000.00	\$14,000.00	\$381,903.47

END OF YEAR CLEAN-UP
ADJUSTMENTS

JOHNSON COUNTY BOARD OF EDUCATION
GENERAL PURPOSE SCHOOL FUND
BOARD AMENDMENT
JUNE 21, 2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL			AMENDED
		BUDGET	INCREASE	DECREASE	BUDGET
71100-116	TEACHERS	\$4,028,593.00		\$39,600.00	\$3,988,993.00
71100-128	HOMEBOUND TEACHERS	\$41,359.00	\$1,300.00		\$42,659.00
71100-330	OPERATING LEASE PAYMENTS	\$19,949.00	\$300.00		\$20,249.00
71100-356	TUITION	\$75,000.00	\$10,000.00		\$85,000.00
71100-429	INSTRUCTIONAL MATERIALS	\$150,057.07	\$8,000.00		\$158,057.07
71100-449	TEXTBOOKS	\$110,000.00	\$13,000.00		\$123,000.00
71100-722	REGULAR INSTRUCTIONAL EQUIP	\$42,000.00	\$7,000.00		\$49,000.00
71200-116	TEACHERS	\$442,715.00		\$1,872.00	\$440,843.00
71200-171	SPEECH PATHOLOGIST	\$89,504.00		\$994.00	\$88,510.00
71200-204	STATE RETIREMENT	\$57,349.00		\$1,017.00	\$56,332.00
71200-399	OTHER CONTRACTED SERVICES	\$60,133.00	\$5,181.00		\$65,314.00
71200-429	INSTRUCTIONAL MATERIALS	\$13,523.00		\$1,298.00	\$12,225.00
71300-330	OPERATING LEASE PAYMENTS	\$2,637.00	\$300.00		\$2,937.00
71300-429	INSTRUCTIONAL MATERIALS	\$20,000.00	\$1,200.00		\$21,200.00
71300-730	VOCATIONAL INSTRUCTIONAL EQUIP	\$17,439.00		\$1,500.00	\$15,939.00
71600-116	TEACHERS	\$40,103.00	\$777.00		\$40,880.00
71600-204	STATE RETIREMENT	\$3,720.00	\$14.00		\$3,734.00
71600-429	INSTRUCTIONAL MATERIALS	\$5,929.08		\$791.00	\$5,138.08
72110-105	SUPERVISOR	\$58,665.00	\$9.00		\$58,674.00
72110-204	STATE RETIREMENT	\$5,400.00	\$1.00		\$5,401.00
72110-355	TRAVEL	\$585.00		\$10.00	\$575.00
72120-131	MEDICAL PERSONNEL	\$119,398.00		\$2,991.00	\$116,407.00
72120-189	OTHER	\$56,684.00		\$5,126.00	\$51,558.00

	SALARIES AND WAGES				
72120-204	STATE RETIREMENT	\$21,228.00		\$4,741.00	\$16,487.00
72120-355	TRAVEL	\$2,000.00		\$1,277.00	\$723.00
72120-499	OTHER SUPPLIES AND MATERIALS	\$11,219.00	\$14,400.00		\$25,619.00
72120-599	OTHER CHARGES	\$5,674.00		\$265.00	\$5,409.00
72130-499	OTHER SUPPLIES AND MATERIALS	\$6,082.07		\$315.00	\$5,767.07
72130-599	OTHER CHARGES	\$42,176.26	\$315.00		\$42,491.26
72210-138	INST. COMPUTER PERSONNEL	\$53,049.00	\$2,606.00		\$55,655.00
72210-189	OTHER SALARIES AND WAGES	\$14,608.00	\$428.00		\$15,036.00
72210-330	OPERATING LEASE PAYMENTS	\$3,278.00	\$26,200.00		\$29,478.00
72210-790	OTHER EQUIPMENT	\$75,712.39		\$29,234.00	\$46,478.39
72220-105	SUPERVISOR	\$34,695.00	\$1,046.00		\$35,741.00
72220-117	CAREER LADDER PROGRAM	\$1,000.00		\$1,000.00	\$0.00
72210-201	SOCIAL SECURITY	\$5,307.00		\$46.00	\$5,261.00
72260-105	SUPERVISOR	\$47,558.00	\$1.00		\$47,559.00
72260-299	OTHER FRINGE BENEFITS	\$186.00	\$205.00		\$391.00
72260-524	INSERVICE/STAFF DEVELOPMENT	\$6,959.00		\$206.00	\$6,753.00
72310-210	UNEMPLOYMENT COMPENSATION	\$57,441.42		\$15,000.00	\$42,441.42
72310-320	DUES AND MEMBERSHIPS	\$11,453.00	\$2,808.00		\$14,261.00
72310-331	LEGAL SERVICES	\$2,547.00		\$1,369.00	\$1,178.00
72310-506	LIABILITY INSURANCE	\$149,863.00	\$10,219.00		\$160,082.00
72310-510	TRUSTEE'S COMMISSION	\$85,000.00	\$10,000.00		\$95,000.00
72310-513	WORKERS' COMPENSATION	\$114,124.00		\$6,809.00	\$107,315.00
72310-599	OTHER CHARGES	\$1,500.00	\$151.00		\$1,651.00
72320-101	COUNTY OFFICIAL	\$84,082.00	\$776.00		\$84,858.00
72320-204	STATE RETIREMENT	\$10,108.00	\$70.00		\$10,178.00
72320-307	COMMUNICATION	\$37,751.83		\$24.00	\$37,727.83

72320-348	POSTAL CHARGES	\$4,000.00	\$188.00		\$4,188.00
72320-355	TRAVEL	\$500.00		\$500.00	\$0.00
72320-399	OTHER CONTRACTED SERVICES	\$7,000.00		\$600.00	\$6,400.00
72320-524	INSERVICE/STAFF DEVELOPMENT	\$7,962.00	\$28.00		\$7,990.00
72320-701	ADMINISTRATIVE EQUIPMENT	\$1,642.00	\$62.00		\$1,704.00
72410-330	OPERATING LEASE PAYMENTS	\$4,538.00	\$1.00		\$4,539.00
72410-348	POSTAL CHARGES	\$3,400.00		\$1.00	\$3,399.00
72510-105	SUPERVISOR	\$33,386.00	\$24.00		\$33,410.00
72510-204	STATE RETIREMENT	\$7,453.00	\$4.00		\$7,457.00
72510-524	INSERVICE/STAFF DEVELOPMENT	\$1,485.00		\$28.00	\$1,457.00
72610-166	CUSTODIAL PERSONNEL	\$349,347.32	\$7,300.00		\$356,647.32
72610-399	OTHER CONTRACTED SERVICES	\$176,122.00	\$14,000.00		\$190,122.00
72610-410	CUSTODIAL SUPPLIES	\$65,000.00	\$13,000.00		\$78,000.00
72610-415	ELECTRICITY	\$607,218.01		\$39,660.00	\$567,558.01
72610-524	INSERVICE/STAFF DEVELOPMENT	\$1,000.00	\$360.00		\$1,360.00
72610-720	PLANT OPERATION EQUIPMENT	\$16,438.00	\$5,000.00		\$21,438.00
72620-167	MAINTENANCE PERSONNEL	\$95,271.00	\$387.00		\$95,658.00
72620-204	STATE RETIREMENT	\$10,880.00	\$47.00		\$10,927.00
72620-335	MAINT/REPAIRS TO BUILDINGS	\$4,500.00		\$434.00	\$4,066.00
72620-499	OTHER SUPPLIES AND MATERIALS	\$95,755.55	\$20,000.00		\$115,755.55
72620-717	MAINTENANCE EQUIPEMNT	\$20,000.00		\$20,000.00	\$0.00
72710-142	MECHANICS	\$56,940.00	\$45.00		\$56,985.00
72710-146	BUS DRIVERS	\$246,597.80		\$20,000.00	\$226,597.80
72710-162	CLERICAL PERSONNEL	\$21,430.00	\$177.00		\$21,607.00
72710-412	DIESEL FUEL	\$149,660.00	\$10,000.00		\$159,660.00
72710-453	VEHICLE PARTS	\$60,752.29	\$9,778.00		\$70,530.29
72810-121	DATA PROCESSING PERSONNEL	\$10,573.00	\$28.00		\$10,601.00
72810-204	STATE RETIREMENT	\$1,208.00	\$3.00		\$1,211.00
72810-207	MEDICAL	\$3,676.00		\$31.00	\$3,645.00

	INSURANCE				
73300-299	OTHER FRINGE BENEFITS	\$221.00	\$28.00		\$249.00
73300-422	FOOD SUPPLIES	\$3,000.00		\$1,100.00	\$1,900.00
73300-599	OTHER CHARGES	\$6,450.08	\$1,072.00		\$7,522.08
73400-189	OTHER SALARIES AND WAGES	\$13,828.00	\$1,093.00		\$14,921.00
73400-299	OTHER FRINGE BENEFITS	\$297.05	\$563.00		\$860.05
73400-429	INSTRUCTIONAL MATERIALS	\$7,124.78		\$1,905.00	\$5,219.78
73400-524	INSERVICE/STAFF DEVELOPMENT	\$1,500.00	\$249.00		\$1,749.00
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		\$8,441,500.00	\$199,744.00	\$199,744.00	\$8,441,500.00

END OF YEAR
CLEAN-UP

Federal Projects Board

JOHNSON COUNTY BOARD OF EDUCATION
FEDERAL PROJECTS FUND
BOARD AMENDMENT
JUNE 21, 2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
71100-201-101	SOCIAL SECURITY	\$34,980.00		\$2,710.06	\$32,269.94
71100-204-101	STATE RETIREMENT	\$45,461.56	\$2,710.06		\$48,171.62
71100-299-101	OTHER FRINGE BENEFITS	\$2,421.08		\$1.12	\$2,419.96
71100-429-101	INSTRUCTIONAL MATERIALS	\$63,407.71	\$1.12		\$63,408.83
72210-201-101	SOCIAL SECURITY	\$2,784.95	\$46.50		\$2,831.45
72210-204-101	STATE RETIREMENT	\$4,259.49	\$67.89		\$4,327.38
72210-212-101	EMPLOYER MEDICARE	\$651.31	\$10.89		\$662.20
72210-355-101	TRAVEL	\$754.61		\$390.82	\$363.79
72210-399-101	OTHER CONTRACTED SERVICES	\$1,000.00		\$1,000.00	\$0.00
72210-499-101	OTHER SUPPLIES AND MATERIALS	\$0.00	\$1,826.08		\$1,826.08
72210-524-101	INSERVICE/STAFF DEVELOPMENT	\$11,856.00		\$560.54	\$11,295.46
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	TOTALS TITLE I 12-01	\$167,576.71	\$4,662.54	\$4,662.54	\$167,576.71
72210-196-201	INSERVICE TRAINING	\$1,530.00		\$1,099.20	\$430.80
72210-201-201	SOCIAL SECURITY	\$3,127.33		\$142.68	\$2,984.65

72210-204-201	STATE RETIREMENT	\$4,606.49		\$204.45	\$4,402.04
72210-210-201	UNEMPLOYMENT COMPENSATION	\$89.24		\$20.72	\$68.52
72210-212-201	EMPLOYER MEDICARE	\$735.75		\$17.95	\$717.80
72210-524-201	INSERVICE/STAFF DEVELOPMENT	\$890.48	\$1,485.00		\$2,375.48
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	TOTALS TITLE II PART A 12-01	\$10,979.29	\$1,485.00	\$1,485.00	\$10,979.29
71100-116-431	TEACHERS	\$25,900.00		\$7,050.00	\$18,850.00
71100-201-431	SOCIAL SECURITY	\$1,668.00		\$414.34	\$1,253.66
71100-207-431	MEDICAL INSURANCE	\$2,044.32		\$449.36	\$1,594.96
71100-429-431	INSTRUCTIONAL MATERIALS	\$25,663.00	\$5,285.70		\$30,948.70
71100-722-431	REGULAR INST. EQUIPMENT	\$1,525.00	\$2,628.00		\$4,153.00
72510-204-431	STATE RETIREMENT	\$228.00	\$0.40		\$228.40
72510-207-431	MEDICAL INSURANCE	\$50.00		\$0.40	\$49.60
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	TOTALS 21ST CENTURY 11-21	\$57,078.32	\$7,914.10	\$7,914.10	\$57,078.32
72210-201-601	SOCIAL SECURITY	\$877.55		\$0.01	\$877.54
72210-207-601	MEDICAL INSURANCE	\$2,930.18	\$0.01		\$2,930.19
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	TOTALS TITLE VI 12-01	\$3,807.73	\$0.01	\$0.01	\$3,807.73
71200-198-901	NON-CERTIFIED SUBSTITUTES	\$48,976.74	\$124.00		\$49,100.74
71200-207-901	MEDICAL INSURANCE	\$81,848.26		\$124.00	\$81,724.26
72710-204-901	STATE RETIREMENT	\$3,208.49	\$0.01		\$3,208.50
72710-210-901	UNEMPLOYMENT COMPENSATION	\$211.04		\$0.01	\$211.03
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	TOTALS IDEA 12-01	\$134,244.53	\$124.01	\$124.01	\$134,244.53

TO PREPARE FOR PROJECT CLOSURE

JOHNSON COUNTY BOARD OF EDUCATION
FEDERAL PROJECTS FUND
BOARD AMENDMENT
JUNE 29, 2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
71200-163-901	EDUCATIONAL ASSISTANTS	\$141,879.04	\$5,000.00		\$146,879.04

71200-204-901	STATE RETIREMENT	\$30,018.00		\$5,000.00	\$25,018.00
71200-207-901	MEDICAL INSURANCE	\$81,724.26	\$4,000.00		\$85,724.26
71200-429-901	INSTRUCTIONAL MATERIALS	\$13,335.13		\$4,000.00	\$9,335.13
72710-207-901	MEDICAL INSURANCE	\$16,840.00	\$3.31		\$16,843.31
72710-210-901	UNEMPLOYMENT COMPENSATION	\$211.03		\$3.31	\$207.72
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	TOTALS IDEA 12-01	\$284,007.46	\$9,003.31	\$9,003.31	\$284,007.46
72130-201-911	SOCIAL SECURITY	\$308.40		\$0.01	\$308.39
72130-207-911	MEDICAL INSURANCE	\$1,475.64	\$0.01		\$1,475.65
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	TOTALS PRESCHOOL 12-01	\$1,784.04	\$0.01	\$0.01	\$1,784.04

TO PREPARE FOR PROJECT CLOSURE

Central Cafeteria Board

JOHNSON COUNTY BOARD OF EDUCATION
CENTRAL CAFETERIA FUND
BOARD AMENDMENT

JUNE 21, 2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
73100-165	CAFETERIA PERSONNEL	\$410,000.00		\$1,186.00	\$408,814.00
73100-299	OTHER FRINGE BENEFITS	\$9,799.00	\$1,186.00		\$10,985.00
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		\$419,799.00	\$1,186.00	\$1,186.00	\$419,799.00

END OF YEAR CLEAN-UP

Head Start Board (Fiscal)

JOHNSON COUNTY BOARD OF EDUCATION
HEAD START FUND (FISCAL)
BOARD AMENDMENT

JUNE 29, 2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ORIGINAL BUDGET	INCREASE	DECREASE	AMENDED BUDGET
145-72110-	OTHER SUPPLIES AND	\$6,000.00		\$1,500.00	\$4,500.00

499	MATERIALS				
145-72110-599	OTHER CHARGES	\$0.00	\$1,500.00		\$1,500.00
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	TOTALS	\$6,000.00	\$1,500.00	\$1,500.00	\$6,000.00

END OF YEAR CLEAN-UP ADJUSTMENTS

5. Report of Student Board Member – Jacob McGlamery
 - Johnson County High School will be enrolling new students July 23 through July 25
 - Senior schedules will be released on July 26
 - Junior and sophomore schedules will be released on July 27
 - Freshman schedules will be given to students on August 2 (Freshman Kickoff Day)
 - The Johnson County High School staff will be attending training sessions on July 30 and July 31
6. No suggested changes to Policy Section 4 – Instructional Services
7. A summer project update was given by Mr. Barry Bishop.
8. A motion was made by Mr. Long, seconded by Ms. Parsons, and carried by unanimous roll call vote of members present to approve the Professional Services Agreement between Mountain States Health Alliance d/b/a Medical Center Homecare Services and Johnson County School System.
9. First reading of TSBA recommended changes to the following policies:
 - Policy 1.400 – School Board Meetings
 - Policy 1.704 – Charter Schools
 - Policy 5.200 – Separation Practices for Tenured Teachers
 - Policy 5.201 – Separation Practices for Non-Tenured Teachers
 - Policy 5.803 – Evaluation of the Director of Schools
 - Policy 6.316 – Suspension/Expulsion/Remand
 - Policy 6.4081 – Safe Relocation of Students
10. Following an explanation by Mr. Morris Woodring, a motion was made by Ms. Parsons, seconded by Mr. Gambill, and carried by unanimous roll call vote of members present to approve the contract between the State of Tennessee, Department of Health and the Johnson County School System.
11. A budget update was presented by Mr. Russell Robinson.

Action taken on Addendum Item

1. Following an explanation by Mr. Woodring, a motion was made by Ms. Parsons, seconded by Mr. Gambill, and carried by unanimous roll call vote of members present to approve the H.V.A.C. Scheduled Service Program Proposal from Mountain Air beginning August 15, 2012. Cost of this year’s Scheduled Service Program: \$124,952.00 (to be paid in 12 monthly installments of \$10,412.66).
At this point Mr. Buckles returned to the agenda and asked Mr. Woodring for the Director’s Report.

Information Items

- Countywide In-service will be held on August 3, 2012 at Roan Creek Elementary School
- The first day of school will be August 7, 2012 (1/2 day)
- The TSBA Fall District Meeting will be on September 17, 2012 at the Church Hill Intermediate School

- The dates for the 2012 TSBA Annual Convention have been released – dates are November 4-6, 2012
- The budget has been presented to the Budget Committee and it received their approval.

Mr. Gambill had no comments.

Mr. Long wished everyone good luck with the start of the new school year.

Ms. Parsons had no comments.

Mr. Buckles stated that it has been a good summer and that Mr. Bishop and crew have worked very hard this summer.

Mr. Gambill made a motion, seconded by Mr. Long that the meeting adjourn. There being no further business the meeting adjourned at 6:35 p.m.

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