

**CUMBERLAND COUNTY BOARD OF EDUCATION
REGULAR MEETING
APRIL 28, 2016**

The Cumberland County Board of Education met in regular session on Thursday, April 28, 2016, in the Central Services Board Room where the meeting was called to order by Chairman Hassler at the approximate hour of 6:00 PM. He welcomed everyone to the meeting.

PRESENT: Hassler, Stone, Blalock
Parris, Hutson, Janeway
Patterson, Bowman, Freitag
Julia Timson, (CCEA Rep)
Ben Tollett (SMHS Rep)
McKenzie Davis, (CCHS Rep)
Alisa Fuller (Phoenix High School)
Rolf Weeks (PTOA)

ABSENT: (None)

COUNSEL: Mr. Earl Patton

1. Call to Order - Mr. Don Hassler: (See above)

2. Welcome to Visitors - Mr. Don Hassler: (See above)

3. Moment of Silence/Pledge of Allegiance - Mr. Don Hassler

3.A. Jared Spicer, Pine View Elementary-Pledge of Allegiance: Jared, a student at Pine View, led the audience in the Pledge of Allegiance; he was awarded a certificate of appreciation for his participation. His father was present with Jared.

3.B. Ivy Queen, South Elementary – Reading: Ivy’s reading was about children being inspired to be ready for life. She was awarded a certificate of appreciation for participating tonight. Her mother and brother were present.

4. Special Recognition – Mr. Don Hassler:

4.A. Elise Dille - CCHS, Girls Wrestling State Champion: Mr. Andrews introduced Elise Dille, a CCHS wrestler. Elise has wrestled at CCHS for three years. She is a two-time team captain. As a sophomore, Elise was the East Region Girl’s champion and the TSSAA runner-up. Her junior year, she again was the East Region runner-up and accompanied her team to an East Region Championship on her way to being the TSSAA state runner-up. She accomplished her last award this year where she won the girls’ East Region Championship. On February 20th, 2016, Elise defeated the West Region champion from Anitoch High School in four minutes and twenty-five seconds to become the 2016 Girls’ State Championship winner; Elise weighs 125 pounds. She is the CCHS most valuable wrestler.

4.B. Kim Smith, State PTA Citizenships Essay:

4.C. Greg Ferguson, State PTA Citizenships Essay

Mr. Andrews introduced Kim and Greg as judges for the Citizenship Essay Contest sponsored by the State of Tennessee and the PTA, which was held in Crossville this year. Kim and Greg judged all the essays to select the winners for the Awards of Excellence and the Awards of Merit. They were thanked for all their hard work and the support of all the children in Cumberland County.

4.D. Teacher of the Year Recognition - Lisa Morrow - Martin Elementary, Kim Wattenbarger - North Elementary, and Nathan Brown - Stone Memorial High School: Dr. Wood stated that these three teachers have been selected for this honor based on their skills in the classroom, their leadership, and their contributions to the community.

4-A: Kim Wattenbarger: District Level winner, Pre-K through 4, 2017 Cumberland County Teacher of the Year.

4-B: Lisa Morrow: 5th through 8th Cumberland County 2017 Teacher of the Year:

4-C. Nathan Brown: 9th through 12th for Cumberland County 2017 Teacher of the Year.

4.E: Principal of the Year Recognition - Vicki Presson, The Phoenix School: Ms. Presson was nominated by her peer principals and chosen by a committee of educators and community members as the Principal of the Year for 2017. She is the principal of Phoenix High School. She has been in education for 35 years in various capacities and has excelled as the principal of Phoenix.

Dr. Wood announced that all Principals of the Year and Teachers of the Year are pictured in the Central Services hallway.

5. Roll Call: (See above)

6. Declaration of Conflict - Mr. Earl Patton: After reading into the record: “TCA 49-2-202 defines relative as a spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, or any person who resides in the same household as you”, Mr. Patton asked each board member that has a relative employed by the Cumberland County School System to raise their right hands and certify that the votes that they make tonight will be in the best interest of the Cumberland County school system, regardless of the effect that that vote may have upon the employment of their relative or relatives. (Parris, Freitag and Hassler so certified.)

7. *Approval of March 17, 2016 Minutes: (See Exhibit #2) Bowman made and Janeway seconded a motion to approve the 3/17/16 minutes as presented as per Exhibit #2.

VOICE VOTE: Bowman (mover-yes)
Janeway (seconder-yes)
All ayes

MOTION: Carried unanimously

8. *Approval of Agenda: (See Exhibit #1) Bowman made and Janeway seconded a motion to approve the agenda as presented as per Exhibit #1..

VOICE VOTE: Bowman (mover-yes)
Parris (seconder-yes)
All ayes

MOTION: Carried unanimously

9. Community Comments: Jill Barnes addressed the board regarding the sewage, the gym and the pods at Crab Orchard Elementary. She was assured that action is in the process for the correction of these problems.

10. Acknowledgement of Elected Officials : (None)

11. PTOA Representative - Mr. Rolf Weeks: (See Exhibit #3) Mr. Weeks reported on PTA legislation and current issues of the PTA as per Exhibit #3. He mentioned Students on the Hill Day; the PTA convention in Knoxville which he attended for five days. He stated that Martin is the only school in the county that has a PTA; he encouraged other schools to join.

12. School Board Reports

12.A. TLN Report - Mr. Jeff Freitag: (No report)

13. Board Member(s) Report from Training(s):

A. Crab Orchard Book: Patterson reported that the kindergarten classes at Crab Orchard has published a book. Each student has written a page and all the children are pictured. She further reported that she went there to see the hot-air balloon program which was very impressive.

14. Legal Report - Mr. Earl Patton:

A. Pending litigation: Mr. Patton stated there is no up-date on pending legislation. Mr. Patton answered Hutson’s question regarding a federal lawsuit; he stated that the Howe case is a federal lawsuit but there are no others.

15. Superintendent's Report - Mr. Donald Andrews

15.A. Architect Presentations

* State of Tennessee Tests: Mr. Andrews reported on a conference call that he was involved in with the State of Tennessee where he was told that the contract with the company that was doing the testing before for the school systems has been terminated. The Tennessee Read Tests Part 2 for grades 3 through 8 is suspended and cancelled for this school year. The High School Tennessee Ready Tests will proceed as planned. He will have a fuller report next month.

15.A.1. Uplands Design Group Presentation: Mr. Kim Chamberlain stated that his company has been a part of this community for almost forty (40) years. He further reported that his company has been involved in almost all the building projects in this system. They are very familiar with our buildings. He stated that his company intends to visit all job sites weekly, but more if they are needed. The company is also available to all the staff. Being local should not be the only reason the board might want to hire this company - being qualified and having experience should be considered first. Over the last 39 years, they have been involved in more than 300 educational projects, totaling more than \$250 million. They are currently working in nine other systems around the Upper Cumberland region. They know how to get projects done on time and under budget. In reporting on the Crab Orchard school, Mr. Chamberlin gave a power-point presentation on what they have done at various local schools. Whatever the board decides tonight, Mr. Chamberlin stated that a full study needs to be done and figures prepared so the facts can be justified in asking for funding from the county for any project.

In discussion, Mr. Chamberlin explained to Patterson and all board members why, in other projects his company has done for the school system, there have been cost overruns. He also stated that his company is one of the very few architectural firms in the State of Tennessee that has a licensed roofing consultant. Further discussion was had.

15.A.2. Cope Associates Presentation: Dr. Charles Lindsay with Cope Associates introduced their lead architect, Jim Hinton. This company is a thirty-three (33) year old company based in Knoxville with a branch office in Nashville. Mr. Hinton stated that they have people on-site at all their projects and people available at all times to answer questions and take calls. John Cheney is going to be the lead designer on the project. Dr. Lindsay is the educational programmer. Doug Whited, not present tonight, is a former contractor that has come to work for the company. He stated that they have worked in Cumberland County before on some roofing projects at the Justice Center. He explained the different options they can use to perform each service that they are hired for. Option 1 would be to study the project and give a real price for the job. Option 2 would be to come to the board and see how much funding is available for a project and then let their company tell the board what they can get for that amount of money. The renovation at Crab Orchard will have to be a phased approach but will be very difficult to do. Mr. Hinton stated that Cope Architects do not have a registered roofing consultant with their company, although that certification is not necessary; any licensed architect or licensed engineer can do the same. The company has been doing school work for the last nineteen (19) years. They are an hour away from Crossville and can have someone to help with any project problems very quickly. Further discussion was had.

(BREAK)

15.A.3. Board Membership Discussion, Questions, and/or Comments: (See paragraphs above)

15.B. *Approval for Special Course - ACT Prep - Ms. Janet Graham: (See Exhibit #4) Ms. Graham stated that the ACT prep class was used last year and the exam was finished last week. She is requesting approval for a second year for the ACT prep class. If it is used next year, it will then become a course in the course catalog and this process will no longer have to take place. Bowman made and Stone seconded a motion to approve the request for the ACT Prep class.

VOICE VOTE: Bowman (mover-yes)
Stone (seconder-yes)
All ayes

MOTION: Carried unanimously

15.C. 2016-2017 Budget Presentation (Called Meeting) - Mr. Travis Isaacson: (See Exhibit #5) Mr. Isaacson stated that the revenue had not been up-dated because he did not have the BEP numbers on Monday, but the numbers came in after his email. The April estimate on the BEP funding has an increase of \$1.9 million from the State of Tennessee and an increase of \$665,000 local match. This is a \$2.5 million increase on what is in the budget (Exhibit #5). This makes the budget look much better than originally planned. He plans to up-date the budget and get it out Monday to everyone, with the itemized list that is included in Exhibit #5. There has been a 6% increase in medical insurance and that

is included in the Exhibit #5 budget, but this will not be certain until the budget is passed. It may be an increase only on certain plans, but until that is known, the 6% increase will be across the board for medical insurance. Salaries that are represented in Exhibit #5 have the step increases; they do not have any other raises. Mr. Isaacson asked to have a special called meeting to decide what raises will be given and also decide on what items board members see in the budget that they like and dislike. The special called meeting was set for May 12th, 2016, at 6:00 p.m. to make changes that need to be made to the budget in order for it to be approved at the regular May meeting. He will then take it to the budget committee of the County Commission on June 9th.

15.D. Superintendent Elect Transition Update - Ms. Janet Graham:

* Ms. Graham stated that she has contacted the County Education Committee about holding meetings with the board, and they stated that they are not really functioning very well right now with the passing of Mr. Kinnunen. They will get back together as soon as possible to discuss the meetings.

15.D.1. *Organizational Chart 2016-2017: (See Exhibit #6) Ms. Graham has visited all 12 of our schools and attended their faculty meetings. A survey was taken by giving them a document that asked questions about the greatest needs of their schools, what they expect globally for their individual schools, and what expectations she has of them when she is the superintendent. She is particularly interested in assistant principals because leaders need to be in place later when needed as principals and/or supervisors. She stated that students need to have a voice and need to be heard about their schools. She explained how she has classified each group of principals and teachers. There will be three categories of people – the Superintendent (herself); the Chief Academic Office; and the Chief Financial Officer. Each of those will be responsible for the groups under them (see Exhibit #6). In answer to Hutson’s question of whether an attendance supervisor is required, Ms. Graham explained how this is being covered in multiple ways. Chairman Hassler thanked her for the job she is doing.

15.E. FYI: (See Exhibit #7)

- 15.E.1. Administrative Meeting Agenda
- 15.E.2. Attendance Report
- 15.E.3. Personnel Report
- 15.E.4. Substitute List
- 15.E.5. Professional Development Report
- 15.E.6. School News Articles
- 15.E.7. School Calendar of Events

16. School Board Committees

16.A. Policy Committee - Mr. Richard Janeway

16.A.1. *Approval of First Reading of Policies:

16.A.1.a. Policy 4.403 Reconsideration of Instructional Materials and Textbooks: (See Exhibit #8) Janeway reported that this policy has been reviewed and rewritten several times. This is the final presentation and he thinks the policy is in compliance. There have been many changes in wording. He stated that the policy committee recommends that the policy be amended as presented and passed on the first reading. In answer to Blalock’s question about one board member being able to bring up any questioned material contained in a policy, Janeway stated that it must be done by the Superintendent of Schools, the policy committee or the ad hoc committee and not one board member. Blalock stated that he knows the full board has to vote on anything relating to a policy. Janeway stated that the board can approve or disapprove any changes.

VOICE VOTE: Janeway (no second needed)
All ayes

MOTION: Carried unanimously

16.A.1.b. NEW - Policy 4.408 Use of Unmanned Aircraft Systems and Model Aircraft in the Curriculum: (See Exhibit #9) Janeway stated that this is a new policy. The policy has been reviewed by Mr. Patton and TSBA, and the policy goes above and beyond what is required. He and the policy committee recommend that the policy be approved on the first reading. Discussion was had.

VOICE VOTE: Janeway (no second needed)
All ayes

MOTION: Carried unanimously

16.A.1.c. Policy 4.701 Maintaining Test Security: (See Exhibit #9) Janeway stated that several changes to this policy have come from the state, and the changes have been approved by the policy committee. Janeway and the policy committee recommends that the policy be approved as presented on the first reading.

VOICE VOTE: Janeway (policy chairman)
All ayes

MOTION: **Carried unanimously**

16.A.2. *Approval of Second Reading of Policies: (None)

16.B. Athletic Committee - Mr. David Bowman: (See Exhibit #10)

16.B.1. *Athletic Manual

16.B.2. *Student/Parent Code of Conduct

16.B.3. *Athletic Calendar

Bowman, athletic committee chairman, stated that the above three items have been combined into one; therefore he and the athletic committee recommend that all be approved as presented.

VOICE VOTE: Janeway made a motion to approve all three items as presented.
(No second necessary)
All ayes

MOTION: **Carried unanimously**

16.C. Building and Grounds Committee - Ms. Shirley Parris

16.C.1. *Selection of Architect: Freitag made and Janeway seconded a motion to hire Uplands Design Group as the architects to start the process of all the work to be done on Crab Orchard Elementary, the roof and brick and mortar work at North Elementary, and the roof at South Elementary.

ROLL CALL VOTE: Freitag (mover-yes)\
Janeway (seconder-yes)
Parris (yes), Stone (yes)\
Hutson (no), Bowman (yes)
Blalock (no), Patterson (no)
Chairman Hassler (yes)

MOTION: **Carried (6-yes, 3-no)**

16.C.2. *Crab Orchard Septic Update - Mr. Jeff Freitag: (See Exhibit #11) Mr. Isaacson gave an update on the Crab Orchard septic project, saying there are three issues with the project. First, after the design was drawn and after all the state approval was completed, a Crab Orchard utility employee came to the engineer and stated that there was a water line in the middle of the field lines that had been designed. The engineer could not find it in December or part of January due to weather conditions. On January 19, 2015, it was found within ten feet of the new field line design, but that wasn't close enough. In February or early March, it was located. There was no way to use the new design and get state approval. Second, the engineer was reviewing everything and he was asked to check the existing septic tank that was hooked to the existing system. Pictures were taken and it was found that it was not suitable to be connected to the proposed system. The baffles have been broken and by state law, it cannot be connected to the proposed design. Third, the cafeteria has its own septic system; that system has started to back up within the past two months, as well. There are differing opinions between the engineer and our maintenance department about what and where the issue is. After all this, the project has become much bigger and much more expensive than the bid of \$35,000. With the present issues found, the project will have to be redesigned, and new septic tanks and new pumps will have to be purchased; therefore, this project is going to cost almost double that amount. In Mr. Isaacson's and Mr. Brock's opinions, this project should not be a change order but should at least be re-bid. Mr. Patton has met with Mr. Isaacson, and he agrees that this is a very difficult situation and that it is now a different project than what was started. The original design was allowing for a 35% increase in capacity which should be sufficient for a new building without building on top of the line. Janeway asked if the possibility of applying for a grant (which might take some time) to help with funds to run a sewer line to the City of Crossville's sewer line as was done at North Elementary has been considered. Mr. Chamberlin stated that he installed the line to North and he thinks it is always best to get to a municipal sewer system if at all possible. After a lengthy

discussion, it was made known that there was no written contract for the present work, only a verbal contract. Janeway stated that he thinks the verbal contract was to pay 20 to 25% of the contract up front, which should not have been more than 12 to \$15,000. Mr. Isaacson stated that the contractor has billed us for another \$13,000 although he has already been paid the total bid price of \$35,000. Janeway made and Freitag seconded a motion to have the board to meet with Mr. Patton and Mr. Chamberlin to discuss the situation, and to see if there are legal issues that would allow the board to recoup some of that money.

VOICE VOTE: Janeway (mover-yes)
Freitag (seconder-yes)
8-ayes, Blalock (no)

MOTION: **Carried (8-yes, 1-no)**

16.C.3. * Cumberland County High School Scoreboard: (See Exhibit #12) Parris stated that this scoreboard is not going to cost the board anything and the committee recommends that the purchase be allowed.

VOICE VOTE: Parris (no second necessary)
All ayes

MOTION: **Carried unanimously**

16.D. Safety Committee - Mr. David Bowman: (No meeting)

17. Chief Financial Officer's Report

17.A. Monthly Financial Report: (See Exhibit #13) Mr. Isaacson reported that Revenues for March were \$4,880,718. Total year to date is \$30,710,558, which is 81% of the budget. Expenditures for March were \$4,130,554; total year to date is \$35,222,270, which is 69% of the budget. This is in line with where it should be at this time.

17.B. Monthly Sales Tax Report: (See Exhibit #14) Mr. Isaacson reported that the total of local option sales tax for March was \$568,646, which was down \$6,420 from budget projections; for April, projection numbers are \$613,870, which is up 10.5% for the month. Total sales taxes are up 5.52% for the year.

17.C. *Stone Elementary Archery Team - NASP Archery Tournament Murfreesboro, TN - Donation Request: (See Exhibit #15) Mr. Isaacson recommends that the board approve \$3,000 for Stone Elementary to go to Kentucky for competition in the NASP tournament. Bowman made and Stone seconded a motion to donate \$3,000 for the trip.

VOICE VOTE: Bowman (mover-yes)
Stone (seconder-yes)
All ayes

MOTION: **Carried unanimously**

17.D. *CTE Line Item Budget Resolution \$8,500: (See Exhibit #16) Mr. Isaacson explained that this resolution is to move \$8,500 from the CTE building construction line to the travel line to allow more travel for the CTE programs. Bowman made and Janeway seconded a motion to approve the resolution as per Exhibit #16.

VOICE VOTE: Bowman (mover-yes)
Janeway (seconder-yes)
All ayes

MOTION: **Carried unanimously**

18. *Consent Agenda

18.A. *Approval of Volunteers: (See Exhibit #17)

18.B. *Approval of Overnight and Out of State Field Trips: (See Exhibit #18)

18.B.1. Stone Memorial High School Track and Field Team, TSSAA State Championships May 24, 2016 to May 27, 2016

18.B.2. Stone Elementary Archery Team, National NASP Tournament-Louisville, KY May 11, 2016 thru May 12, 2016:

18.B.3. Stone Elementary 7th and 8th graders, Washington D.C. May 12, 2016 thru May 14, 2016

18.B.4. Cumberland County High School Math Club - Field Trip Six Flags Over Georgia 5/24/16

18.B.5. Pleasant Hill - CCLC Before and After School Program Summer Trips

18.B.6. Homestead Elementary 5th & 6th grade Atlanta Georgia - November 2016

18.C. *Approval of Contracts: (See Exhibit #19)

18.C.1. Brown Elementary - Lifetouch Photography/Yearbook Agreement

18.C.2. Partnership Agreement between L.B.J.&C. Head Start and Cumberland County Board of Education

18.C.3. School Nutrition Program, 2016-2017 Annual Bid Specifications

18.C.4. Homestead Elementary Lifetouch Photography/Yearbook Agreement

18.D. *Approval of Grants: (See Exhibit #20)

18.D.1. Federal Funding for Titles I-A, II-A, III, VI, X, 21st Century Community Learning Centers and other federal grants year 2017

18.D.2. Cumberland County School System McKinney-Vento Homeless Grant Application for FY17

18.D.3. State Systemic Improvement (SSIP) and State Personnel Development Grant (SPDG) Grant 2016-2017

18.D.4. 2016-2017 Coordinated School Health Grant Funding

18.D.5. 2016-2017 TNVPK Grant Funding

18.E. *School Wide Fundraisers: (See Exhibit #21)

18.F. *Approval of Disposal of Surplus Property: (See Exhibit #22)

Bowman made and Janeway seconded a motion to approve Item 18, Consent Agenda, as per Exhibits #17, 18, 29, 20, 21 and 22.

VOICE VOTE: Bowman (mover-yes)
Janeway (seconder-yes)
All ayes

MOTION: Carried unanimously

18.G. *Executive Approval:

18.G.1: E-Rate Update: Mr. Isaacson: Mr. Isaacson stated that the Executive Committee was given permission to approve the E-Rate decision, if needed, since the information was not available at the last meeting. Cumberland County has joined the Metro Nashville Consortium for E-Rate funding. Options were Metro Nashville or the State of Tennessee. Metro Nashville had about 74 districts when we signed with them; the State of Tennessee had two or three. Three bids were gotten by Metro Nashville – ENA, ET&T, and a third. ET&T pulled out of the bid, so the two companies left were ENA and the other company; ENA won the bid. Internet service will be through ENA. With that service, all schools will increase their service by 1 Gig, and the cost is less per month.

19. Old Business: (None)

20. Questions from Media: (None)

21. Adjournment: Stone made and Freitag seconded a motion to adjourn

VOICE VOTE: All ayes

MOTION: Carried unanimously

The meeting was adjourned at the approximate hour of 9:00 pm.)

Mr. Donald Andrews
Superintendent of Schools

Mr. Don Hassler
Chairman of the Board

(Continued on Page 8)

(Minutes of April 28, 2016 continued from Page 7)

I, Virgie Lotze, do hereby certify that I reported the foregoing minutes and that I delivered said minutes to the office of the Superintendent of Schools on May 12, 2016.

**Virgie Lotze
Recorder**

22. (*) Indicates Board Approval Required