

**CUMBERLAND COUNTY BOARD OF EDUCATION
REGULAR MEETING
Thursday, July 28, 2011**

INSPIRATIONAL: The Power of Kindness

The Cumberland County Board of Education met in regular session on Thursday, July 28, 2011 in the Central Office Board Room, where the meeting was called to order by Chairman Schlafer at the approximate hour of 6:00 p.m. He welcomed everyone to the meeting. A special welcome was given to State Representative Cameron Sexton. In the memory of Chairman Schlafer, Mr. Sexton is the first elected representative to meet with this school board since at least 2002. Mr. Sexton gave a short talk about what the legislature is trying to accomplish at this time regarding education. Chairman Schlafer also expressed a special welcome to Commissioner Hassler; former chairman of the board, Shirley Parris; and Mr. Kim Chamberlin with Upland Design Group.

PRESENT: Schlafer, Bowman, Davis
Janeway, Tollett, Blalock
Brewer, Hyder, Randolph
Julia Timson (CCEA Rep)

ABSENT: (None)

COUNSEL: (None)

- 1 **Call to Order:** (See above)
- 2 **Welcome to Visitors:** (See above)
- 3 **Moment of Silence**
- 4 **Pledge to Flag:** Representative Cameron Sexton led the audience in the Pledge of Allegiance.
- 5 **Special Recognition: SMHS and Phoenix School – TSSAA Sportsmanship Award:** Chairman Schlafer stated that the accomplishments for which these schools are being honored do not come easily. TSSAA awards the Just Do What's Right Award to any school who goes through all nine months of the school year without one single unsportsmanlike penalty registered against them; these two schools won that award. Chairman Schlafer represents TSBA on the TSSAA Board of Control in their legislative counsel, and at their last meeting, he was very proud when SMHS and Phoenix School were given this award by state-wide elected people who make policy that is in the best interest of students. These two schools are in a pool for selection of the state-wide award which will be selected at a later date. Ms. VanWinkle presented SMHS Principal Scott Maddox; SMHS assistant

coach Lance Kennedy; and Phoenix Principal Eddie Nunley with a Certificate of Appreciation for their great work.

- 6 **Roll Call:** (See above)
- 7 ***Approval of Minutes of June 23, 2011 :** (See Exhibit #2) Bowman made and Davis seconded a motion to approve the 6-23-11 minutes as per Exhibit #2.
VOICE VOTE: Bowman (mover-yes)
 Davis (seconder-yes)
 All ayes
MOTION: **Carried unanimously**
- 8 ***Approval of Agenda:** (See Exhibit #1) Randolph made and Bowman seconded a motion to approve the agenda as per Exhibit #1.
VOICE VOTE: Randolph (mover-yes)
 Bowman (seconder-yes)
 All ayes
MOTION: **Carried unanimously**
- 9 **Community Comments:** (None)
- 10 **School Board Reports**
 A. TLN Report: (None)
- 11 **Legal Report:** (None)
- 12 **Director of Schools Report**
 A. Report on Progress of Energy Efficient Schools Initiative: Ms. VanWinkle reported that the water source heat pumps are being installed at this time at CCHS, and hopefully will be completed by Friday. Today they are starting the pumps up that are already installed. They plan to have everything completed before the return of students on the 10th. The rough-in work has started on the Central Office controls this week. A representative from the TRANE service department has started training our employees about maintaining the system. The new gym units have been installed at CCHS. TRANE has also ordered a ladder to the cooling tower which should be installed at CCHS within a couple of weeks.
- B. *Approval of Agreement Between CCBOE and Upland Design for Pine View Elementary Project:** (See Exhibit #3) Mr. Kim Chamberlin reported that this is basically the same contract that was had for the Pleasant Hill project. His company is ready to move forward with their plans if approved by the board tonight. Randolph made and Bowman seconded a motion to approve the plans and for Upland Design to begin their work as per Exhibit #3.

ROLL CALL VOTE: Randolph (mover-yes)
Bowman (seconder-yes)
Tollett (yes), Janeway (yes)
Brewer (yes), Hyder (yes)
Davis (yes), Blalock (yes)
Chairman Schlafer (yes)

MOTION: Carried unanimously

C. *Approval of CTE Special Courses: (See Exhibit #4) Davis made and Bowman seconded a motion to approve the CTE special courses as per Exhibit #4. These courses will not require additional personnel.

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

MOTION: Carried unanimously

D. Approval of AP and Dual Credit Courses: (See Exhibit #5) Bowman made and Davis seconded a motion to approve the AP and Dual Credit Courses as per Exhibit #5. In discussion, Ms. VanWinkle stated that these courses do not require additional personnel.

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

MOTION: Carried unanimously

E. *Approval of Disciplinary Hearing Committee: (See Exhibit #6) Ms. VanWinkle stated that she has appointed the Disciplinary Hearing Committee to consist of Paul Hodge, Bruce Simmons, Lisa Phillips, and Eddie Nunley. Blalock made and Bowman seconded a motion to approve this committee as per Exhibit #6.

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

MOTION: Carried unanimously

F. AYP Annual Report: (See Exhibit #7) Ms. Rebecca Wood reported on our Benchmark percentages, which is the number of children that have to be advanced and proficient in order to make AYP – Adequate Yearly Progress. She stated that our system was judged on forty-nine percent (49%) of our students being advanced and proficient in Reading and Language, and forty percent (40%) in Math. With her video presentation, she showed how the percentages jumped for the next year. The percentages went from forty-nine percent (49%) to sixty-six percent (66%) from one year to the next. Farther along in her presentation, in discussing percentages of advanced and proficient students, Ms. VanWinkle reminded everyone that the same group of students is not being tested every year in the two high schools; the same groups are being tested in the K-8 grades. Discussion was had. A more detailed report will be given at the next regular board meeting.

G. TEAM (Teacher) Evaluation: Mr. Bruce Simmons gave a power point presentation of the changes that the State is making in the evaluation of teachers. Ms. VanWinkle stated that there are going to be a lot of good tools on line for everyone to use and grow with. Discussion was had, during which it was noted that a tenured teacher will not lose their tenure with this new evaluation process. Representative Sexton stated that the governor is the first to admit that this new evaluation process is not perfect, but it's the start of an evolving process that will make things better in the long. In discussion, Davis stated that the process, in his opinion, is not an evaluation; it's an opinion. Ms. VanWinkle stated that this is the same evaluation process that was used several years ago. A further lengthy discussion was had.

H. FYI : (See Exhibit #8)

1. Carla's retirement: Ms. VanWinkle stated that Carla has been back to the office every week from her retirement to help with the transition of the ones that are taking her place. Ms. Randol will be picking up the part of the job responsibility that has to do with fiscal notes or fiscal purchase orders; therefore, when board members are registering for official trips, Ms. Randol will be making those arrangements. Everything that has to do with the board agenda will be done through Samantha Scarbrough. She is very talented with computers and is continuing her education in Computer Science. Jan Nunley will be responsible for working with Ms. VanWinkle and the board as board secretary. She will also work with all personnel issues in the Public Relations Department. Chairman Schlafer welcomed these personnel to their new job duties.

13 School Board Committees

A. Building and Grounds Committee: (None)

B. Policy Committee: Tollett reported that there are no revisions of policy proposed at this time. He also pointed out that there will be many revisions to be made in the near future. He stated that TSBA is warning school boards not to move over into Policy things from the Memorandum of Understanding, particularly with respect to teacher placement. He asked the Board to continue thinking about separating policy from administrative procedure.

B. Safety Committee: (None)

14 Business Manager Report

*** June Financial Statement:** (See Exhibit #9)

1. Revenues: Ms. Randol stated that when the books were closed out for the fiscal year on Monday, we had property tax collections at 101.9%; 183% in Prior Year Trustee's Collections; 174.9% in collections for the prior year from the Circuit Court Clerk and the Clerk & Master; Interest and Penalty 162.7%; Local Option Sales Tax, 102.5%; Business Tax, 109.3%. Quite a bit

more was taken in from the individual schools this year for field trips and substitutes that are funded through their books. BEP was 100% collected. Direct Federal Revenue came in at \$524,750.00, which is the USDA grant for the Energy Efficient Program. This money went directly into the Educational Capital Projects, per County Finance, to pay for the TRANE project.

2. Expenditures: Ms. Randol reported that in the Alternative Instruction Program, we only got to 83.78%, due to a teacher that was paid out of the regular program instead of the Alternative Instruction Program. Another one that is low is Attendance, due to one of the Title grants paying one person there, which was never amended to decrease it. In this year's budget, that has been taken back out. Line 71210, Board of Education, was at 89.45%. Unemployment and retirees' insurance was not as high as was anticipated. Regular Capital Outlay is at 69.46% here because of the USDA grant for \$500,000.00 that did not come into these books. (That \$500,000.00 is almost the exact difference in the budgeted amount and the expenditure amount.)

A. Sales Tax Report: (See Exhibit #10) Ms. Randol reported that we got \$181,536.00 more in sales tax than we had budgeted, but in looking at previous years, compared to the budget and actual revenue, last year we were actually \$438,589.00 below the budgeted amount; the year before, \$136,463.00 below the budgeted amount; and the year before that, \$468,589.00 below the budgeted amount.

*** Local Revenues:** (See Exhibit #11) Ms. Randol reported that our budgeted amount of Local Revenues was \$7.8 Million; we received approximately \$150,000.00 more in property tax. We gained more than \$100,000.00 in Trustee's collections for the prior year. In every category in Local Revenues, there was a gain this year. The amount of local revenues in excess of the budgeted amount was \$488,891.00. The BEP requirement was \$15,128,000.00 and the county put in \$15,707,178.10, which is a \$579,168.10 increase over the amount required by BEP. In reading from an email which Chairman Schlafer received from County Budget Committee Chairman Carmon Lynch, Mr. Lynch was quoted as having said the county will provide more than \$500,000.00 for the year above and beyond what is required by the BEP. Chairman Schlafer expressed the appreciation of the board to the county for their support of our educational system by providing more than the bare minimum in revenues.

B. Fund Balance Report: (See Exhibit #12) Ms. Randol reported that Exhibit #12 represents the fund balance worksheet that was produced by Mr. Palmer and her. She explained each entry. As of June 30, 2011, Extended Contracts has a reserve of \$30,316.29 due to receiving an AARA grant last year for an extended contract; therefore, we could save our money and use the AARA money last year for that contract.

In Regular Career Ladder, there is a minus of \$1,788.73, due to hiring additional personnel that have Career Ladder. These personnel will be included in the Career Ladder funds from the State this year. (Career Ladder money is based on the number of Career Ladder people that were employed last year.)

The balance in BEP is \$3,308,001.00. In Dual Credit, we have a balance of \$43,662.68, which goes back for several years since there are only four or five teachers that teach Dual Credit classes and they seldom spend their entire allocation. (This is the reason this line item has built up, since it is restricted for only the Dual Credit classes for materials; none can be used for teachers' salaries.)

The Fund Balance is \$3,237,966.69, which is the number that we have to retain a three percent (3%) balance of for the operating budget. For 2011-12, the operating budget is \$48,850,000.00; therefore, \$1,465,000.00 must be kept in the Fund Balance. Our total Fund Balance is currently at \$6,618,157.93.

- 15 Director of Schools Evaluation:** Chairman Schlafer stated that it is one of the board's duties to evaluate the Director of Schools. New board members had asked that this matter be deferred until the new budget was passed. Board members received the evaluation instrument in a manila envelope tonight. The forms will be filled out and mailed in the self-addressed, postage-paid envelopes to TSBA, who will then process the data. Chairman Schlafer asked everyone to mail them within the next week if at all possible. A long discussion was had about ways that this process might be more effectively implemented. These issues can be discussed at the next meeting when the TSBA representatives are present.

- 16 *Consent Agenda**
- A. *Approval of Volunteers:** (See Exhibit #13)
 - 1. **Martin Elementary**
 - 2. **South Cumberland Elementary**
 - 3. **CCHS**
 - B. *Approval of Fundraisers:** (See Exhibit #14)
 - 1. **Pleasant Hill Elementary**
 - 2. **South Cumberland Elementary**
 - C. *Approval of Contracts:** (See Exhibit #15)
 - 1. **CCHS with Balfour**
 - 2. **CCHS with Scoretrax Prep**
 - D. *Approval of South Cumberland Disposal of Surplus Property:** (See Exhibit #16)

Janeway made and Bowman seconded a motion to approve Item #16, Consent Agenda, A through D, as per Exhibits #13, 14, 15, 16.

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

MOTION: Carried unanimously

- 17 **Schedule Date and Time to Complete Board Self Assessment and Strategic Planning:** The Self Assessment and Strategic Planning meeting was set for August 13th, 2011 at 12:00 noon at the Central Office Board Room.
- 18 **Planning: A Joint Venture:** (See Exhibit #17) Bowman asked board members to try to attend this suicide prevention training meeting in Pigeon Forge at the Music Row Hotel and Convention Center on August 21 and 22. At least a majority of the board needs to attend.
- 19 **Old Business**
- A. Fund Balance:** Janeway expressed his thanks to the county and everyone for the great fund balance that the board now has. There are so many school systems that do not have this and are having to lay off personnel. Everyone is very grateful for our good management and good people. Tollett stated that other states have had heavy layoffs and cut-backs, and he hopes the people of this community realize how fortunate we are during this economic downturn. Blalock expressed special thanks to the County Commission for working with the school system so well.
- B. Suicide Prevention Foundation:** (See Exhibit #17) Chairman Schlafer quoted some statistics about suicide among young students. One in every four people age 14 through 24 suffer from depression; one in five in that age group have considered suicide during the last month; one out of seven have planned how they would carry out that suicide; one in eleven in age group 15 through 24 have attempted suicide; four out of five of those gave a warning before they did it; 5,000 children aged 10 through 24 die each year by suicide. One million children a week attempt suicide in the age group of 12 to 17. There are three million children at risk. Females are three times more likely to attempt suicide than males, but males carry out the plan much more often than females. Since 1980, there has been a 100% increase in the suicide rate in this country. It is the third leading cause of death for ages 15 through 24; and it is the second leading cause of death in the college-age years. We have lost more young people to suicide in the past 12 years than we lost in the entire Vietnam War. State Law TCA 49-6-3004 requires teachers and principals to have two hours of suicide prevention training each year. Wal-Mart is a sponsor of the Jason Foundation, as well as the American Football Coaches Association. Chairman Schlafer is asking that the board join with the teachers and principals and get at least two hours of individual training on this issue. Each person will be given a certificate of completion when finished. (The Jason Foundation was formed for a 16-year old boy named Jason who committed suicide.) In a survey that was conducted, more students said they would go to their teacher or their coach to talk over a serious problem rather than their mom or dad or preacher. The training is available at the Jason Foundation website.
- 20 **Questions from Media:** (None)


(Continued on Page 8)

(Minutes of July 28, 2011 continued from Page 7)

(Two (2) tapes dated 7-28-11 are marked as Exhibit #19.)

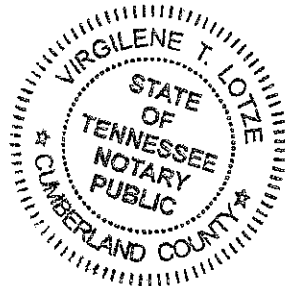
- 21 **Adjournment:** Randolph made and Bowman seconded a motion to adjourn.
VOICE VOTE: All ayes
MOTION: Carried unanimously

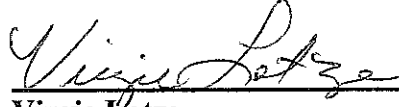
(WHEREUPON, the meeting was adjourned at the approximate hour of 7:55 p.m.)


 Ms. Aaron VanWinkle
 Director of Schools


 Mr. Dan Schlafer
 Chairman of the Board

I, Virgie Lotze, do hereby certify that I reported the foregoing minutes and that I delivered said minutes to the office of the Director of Schools on August 9, 2011.




 Virgie Lotze
 Court Reporter and Notary Public
 at Large for the State of Tennessee

(My Commission expires 6-6-15)

- 22 (*) Indicates Board Approval Required