

CUMBERLAND COUNTY BOARD OF EDUCATION
Regular Meeting
July 28, 2016

The Cumberland County Board of Education met in regular session on Thursday, July 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 P.M. He welcomed everyone to the meeting.

PRESENT: Hassler, Stone, Blalock
Parris, Janeway, Patterson
Freitag, Bowman
Rolf Weeks

ABSENT: Hutson

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. After a moment of silence, Stone led the audience in the Pledge of Allegiance.

4. Special Recognition – Mr. Don Hassler: Chairman Hassler welcomed Mrs. Graham as our new superintendent of schools and stated that he can already see what a great difference she is going to make. Mrs. Graham expressed how grateful she is to be in this position; she thanked everyone for making her feel so welcome.

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, Hassler and Freitag so certified.)

7. *Approval of June 15, 2016 Minutes: (See Exhibit #2)

8. *Approval of June 23, 2016 Minutes: (See Exhibit #2)

Stone made and Freitag seconded a motion to approve both the 6/15/16 and 6/23/15 minutes as presented as per Exhibit #2.

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

MOTION: Carried unanimously

9. *Approval of Agenda: (See Exhibit #1) Stone made and Patterson seconded a motion to approve the agenda as per Exhibit #1.

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

MOTION: Carried unanimously

10. Community Comments: (None)

11. Acknowledgement of Elected Officials: Mrs. Sandra Dutcher, 9th district county commissioner, and soon-to-be 1st district county commissioner, Sue York, were present. (Sue has no competition in the up-coming election.)

12. PTOA Representative - Mr. Rolf Weeks: (See Exhibit #3) Mr. Weeks gave his report regarding the Tennessee PTA Legislative Priorities as per Exhibit #3. He encouraged all teachers and all schools to become more active in the PTA.

13. School Board Reports

13.A. TLN Report - Mr. Jeff Freitag: (None)

14. Board Member(s) Report from Training(s): (Regarding law conference held in Gatlinburg) Stone reported that there was a very interesting session regarding disabled children from a parent's perspective. Patterson expressed her appreciation for being able to attend the conference. Blalock reported that one senator or representative who spoke asked the board members questions and let board members answer the questions, which let board members know that he knew what they were interested in. Chairman Hassler stated that Ben Torres, TSBA worker, went through all the laws that were not passed in the last session and the ones that will be brought back again; he also explained how the laws that were passed will affect the schools across Tennessee as of July 1st. Mrs. Graham stated that she learned that it is a lot easier to correct a policy or a rule before it is enacted into law, which causes a person to think longer and harder about making new policies and rules. Mr. Patton stated that there are lots of new laws that require policies to be implemented, and he is sure that TSBA will be forthcoming with that information.

15. Legal Report - Mr. Earl Patton: Mr. Patton stated that there are no up-dates in pending litigation.

16. Superintendent's Report - Mrs. Janet Graham: Mrs. Graham expressed her appreciation for all the support and cooperation from everyone during her transition to the position of superintendent. She stated that the principals were in an all-day session. The following day on Wednesday, forty (40) new teachers were present. Many things have been happening in the building, getting ready for the coming year, according to Mrs. Graham. Curriculum and literacy are her passion. The new school theme is "Readers to become Leaders", which will be discussed extensively at Convocation next week.

16.A. *2016-2017 Board of Education Meeting Dates - Mr. Don Hassler: (See Exhibit #4) Mrs. Graham suggested that the board combine the November and December board meetings in order for all information to get in for the meetings due to the holidays. In respect to all board members, the board meeting for March is being moved to the week after spring break instead of during spring break. Janeway asked that the 4th Thursday of July be added to the meeting list. Janeway made and Freitag seconded a motion to approve the meeting dates with the addition of the July 27th, 2017 meeting.

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

MOTION: Carried unanimously

16.B. Convocation Agenda - Mrs. Janet Graham: (See Exhibit #5) Mrs. Graham stated that her part early in the morning of August 2nd will be on Literacy. There will be over 100 fabulous door prizes. Chairman Hassler suggested that board members give \$5.00 each, with Mrs. Graham adding another \$5.00, making a \$50.00 door prize for the meeting.

16.C. *Job Descriptions - Mrs. Janet Graham / Mr. Elbert Farley: (See Exhibit #6) Mr. Farley stated that he is asking the board to rename one of the seven (7) computer technician positions as a "Network Specialist", and move that person's pay scale from Item I in the non-certified pay scale to Item R with the HVAC personnel, since the person is in charge of the wireless networks. There are 250 wireless networks at this time with 200 more to be added soon, which is too much for one person to handle. This person already has an A certification; Mr. Farley wants him to get an A-plus certification. Mr. Isaacson stated that a move from Item I to Item R will be an increase from \$13.99 to \$17.64. Stone made and Janeway seconded a motion to approve the job description as presented.

VOICE VOTE: Stone (mover-yes)

Janeway (seconder-yes)

All ayes

MOTION:

Carried unanimously

16.D. *2016-2017 Revised Proposed Budget - Mr. Travis Isaacson: (See Exhibit #7)

Revised budget may be attached pending July 26th Budget Committee Meeting: Mr. Isaacson reported that all information that was needed for the budget has come in from the state within the last two weeks. Number one was the retirement that is required by the state for non-certified employees. Last year, that number was 9.9%; the county commission has set that at 5.5% this year, which is a 4.4% decrease on the retirement that the board would have had to pay. Number two, The answer for insurance on employees did not come in at a 6% increase; the state made it a 5.6% increase for the partnership plan and a 2.3% for the limited plan. This does not start until January, which means that 3% will be taken out of the budget. The current Fund Balance is estimated at \$3.0 million, but with these changes, pending an audit, it should be around \$3.4 or \$3.5 million. Revenues were better than was anticipated by the county. The county sets the local revenue numbers, and anything over what they have set goes to the Board. (The major changes are to the lines for state retirement and lines for insurance reductions). After those changes, the budget as it stood as of last Friday afternoon, allows the North roof repair and the North mortar replacement to be done, as well as the Crab Orchard septic project. Mr. Isaacson further stated that the county has agreed (by unanimous vote) to do the South roof and South mortar repair for a total of up to \$535,000. This is a one-time investment and will not go against the Maintenance of Effort. Those changes have been made to the budget as per Exhibit #7. (Mr. Isaacson asked that the name of North be changed to South in the first resolution.) Stone made and Patterson seconded a motion to approve the budget as presented, along with the two attached resolutions, changing the word "North" to "South" in the 4th line of the second paragraph of the first resolution.

VOICE VOTE:

Stone (mover-yes)

Patterson (seconder-yes)

7-ayes, Blalock-no

MOTION:

Carried (7-yes, 1-no)

16.E. Fields Engineering Updates - Mr. Travis Isaacson: Mr. Isaacson reported that he and Mr. Patton reached an agreement with Fields Engineering and the drawings have been re-submitted and are out for bid. The bid will come in and be opened on August 4th. He will take this to the county finance committee for approval; after it is approved, if the weather permits, the project will supposedly be completed within thirty (30) days after approval. Freitag will get with Mr. Patton and look at the contract to make sure everything is covered.

16.F. FYI: (See Exhibit #8)

16.F.1. Administrative Meeting Agenda

16.F.2. Personnel Report

16.F.3. Substitute List

16.F.4. Professional Development Report

16.F.5. School Calendar of Events

16.F.6. Scholastic Insurers, Inc - Student Accident Insurance

17. Chief Financial Officer's Report

17.A. Monthly Financial Report: (See Exhibit #9) Mr. Isaacson reported that Revenues as of June 30, 2016, were \$49,616,745, which is 101% of the budget. Property Tax was almost 1% over what was budgeted. Sales Tax was 4% over what was budgeted. Expenditures were \$49,928,528, which is 97% of the budget.

17.B. Monthly Sales Tax Report: (See Exhibit #10) The July sales tax accruals are \$753, 607, which is down 1.8%, but for the year, we're still up 4.10%.

17.C. *Salary Schedule & Sports Supplements 2016-2017 Updates: (See Exhibit #11) Mr. Isaacson stated that these salary scales are exactly the same as last year. The one addition for supplements was \$750 each for both high schools for an assistant soccer coach. Bowman made and Stone seconded a motion to approve the salaries and supplements as per Exhibit #11.

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

17.D. *Upper Cumberland Healthcare Coalition & EMS Director Association request for a CCBOE Retired School Bus: (See Exhibit #12) Stone made and Bowman seconded a motion to approve the #81 school bus title transfer from the Transportation Department to Cumberland County as per Exhibit #12.

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

18. *Consent Agenda

- 18.A. *Approval of Volunteers: (See Exhibit #13)
- 18.B. *Approval of Contracts: (See Exhibit #14)
 - 18.B.1. *Field's Engineering Consultant Services, LLC Contract with CCBOE
 - 18.B.2. *EdPlan 504 Contract - Dr. Keena Inman
 - 18.B.3. *Allen & Allen Consulting, LLC - E-rate 2017-2018
 - 18.B.4. *2016-2017 National School Lunch Breakfast/Lunch Compliance Agreement
 - 18.B.5. *Life Touch Photography/Yearbook Agreement - Stone Memorial High School
 - 18.B.6. *Canteen Select Services - Stone Memorial High School
 - 18.B.7. *WCI Management Services for Optometry Services Memorandum of Agreement
- 18.C. *Approval of Overnight and Out of State Field Trips: (See Exhibit #15)
- 18.D. *Approval of Disposal of Surplus Property: (See Exhibit #16)
- 18.E. *Executive Approval

Stone made and Bowman seconded a motion to approve Item #18, Consent Agenda, A through E, as per Exhibits #13, 14, 15 and 16.

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

19. Old Business: (None)

20. Questions from Media: (None)

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

VOICE VOTE: All Ayes
MOTION: Carried unanimously

(The meeting was adjourned at the approximate hour of 6:50 p.m.)

Mrs. Janet Graham
Superintendent of Schools

Mr. Don Hassler
Chairman of the Board

(Continued on Page 5)

(Minutes of July 28, 2016 continued from Page 4)

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 August 11, 2016.

**Virgie Lotze
Notary Public at Large for the State of
Tennessee**

(My commission expires 6-6-19)

(* Indicates Board Approval Required)