

**CUMBERLAND COUNTY BOARD OF EDUCATION
REGULAR MEETING
Thursday, May 26, 2011**

The Cumberland County Board of Education met in regular session on Thursday, May 26, 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.

PRESENT: Schlafer, Randolph, Davis
Janeway, Tollett, Blalock
Brewer, Bowman, Hyder
Tyler Janow (CCHS Representative, present for award)

ABSENT: None

COUNSEL: Mr. Earl Patton

- 1 **Call to Order :** (See above)
- 2 **Welcome to Visitors:** (See above)
- 3 **Moment of Silence:** Chairman Schlafer asked everyone to remember the family of Larry Buck and the student that was taken in a car accident last week.
- 4 **Tribute to Larry Buck:** A beautiful video tribute to Mr. Buck was presented. He had worked in our school system for 39 years and passed on last week. His wife and family were present. The video was prepared by one of his sons. He will be greatly missed. Ms. VanWinkle presented the family with a Proclamation in honor of Mr. Buck. Tomorrow, May 27th, 2011 will be known as "Lawrence R. Buck Day".
- 5 **Pledge to Flag:** Randolph led the audience in the Pledge of Allegiance.
- 6 **Special Recognition**
 - A. **Gifted Education Program - KEY Classes:** Ms. Pam Wheeler, teacher of the KEY classes, gave a video presentation of what the KEY classes do. These classes are for the gifted children in our school system. The Club provided refreshments for the Board prior to the meeting tonight. Ms. VanWinkle presented Ms. Wheeler and the club with a Certificate of Appreciation for all the good things they do for the schools.
 - B. **Tyler Janow:** Tyler was presented a Certificate of Appreciation by Ms. VanWinkle on behalf of the Board for being such a faithful and contributing CCHS representative. Tyler is going on to college and tonight will be his last time with us, at least as the CCHS representative.
- 7 **Roll Call:** (See above)

- 8 ***Approval of Minutes of April 28, 2011:** (See Exhibit #2) Davis made and Bowman seconded a motion to approve the 4-28-11 minutes as presented, as per Exhibit #2.

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

MOTION: **Carried unanimously**

- 9 ***Approval of Agenda :** (See Exhibit #1) Janeway asked that Item #24-D-3 (Approval of Contracts, SMHS) be taken out of the Consent Agenda for discussion. (That item will be made #25, and all other items will be re-numbered accordingly.) Janeway made and Randolph seconded a motion to approve the agenda as per Exhibit #1, with that change.

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

MOTION: **Carried unanimously**

- 10 **Community Comments:** (None)

11 **School Board Reports**

A. TLN Report: (See Exhibit #3)

1. Later start dates for schools: Brewer reported that the bill to mandate later start dates for schools in Tennessee has been taken off the agenda for this legislative session, but it was moved to the Senate calendar, which keeps it alive for future discussions. It will probably come back up next year.

2. Collective Bargaining: Brewer reported that several legislative changes have been made for Collective Bargaining in the State of Tennessee. According to TSBA, these changes will create a more level playing field between local associations and local boards of education across the State.

12 **Legal Report:**

A. Termination of Tenured Teacher: Mr. Patton reported that a hearing in this matter has been set for July 18th and 19th. The impartial hearing officer is Thomas Stovall, from the Secretary of State's Alternative Dispute Panel. Preparations are being made for the hearing. He had nothing else to report at this time.

13 **Director of Schools Report**

A. Report on Progress of Energy Efficient Schools Initiative: Ms. VanWinkle reported that the program is nearing completion. The controls are almost finished at the elementary schools and the high schools, except for CCHS, which will be started Monday when school is out. By the end of mid-July, the project should be completed.

B. Board of Distinction Checklist (See Exhibit #4). Ms. VanWinkle stated that most of the checklist has been initiated for the Board of Distinction. She reviewed some of the things the board has done. The board is participating in at least seven hours of retreat and work sessions. The superintendent's evaluation

is being conducted and hopefully will be completed by next month. The five-year plan is developed and being worked on. Policies are being reviewed and the entire policy manual is updated and maintained. She mentioned the other items in Exhibit #4, and stated that all these items must be completed for two years in a row for the board to become a Board of Distinction. In discussion, Tollett expressed his opinion that he hopes all of the things included in becoming a Board of Distinction will lead to better learning in the school system. Chairman Schlafer responded that to become a Board of Distinction is committing the board to being a much more than average board. Tollett further stated that he would like to see the Board of Distinction status and better learning in our schools be tied together more to help show how much being a Board of Distinction has helped the school system, and to help the public better understand what a Board of Distinction means to our schools.

C. Cumberland County TELL Tennessee Survey Results: (See Exhibit #5) Ms. Rickie Harris reported on the Tennessee TELL (Teaching, Empowering, Leading and Learning) survey. The survey is part of the Tennessee "First to the Top Initiative". This survey addresses what the teachers and administrators are doing at the school level every day with the students. The participants in the survey (which was online) remained anonymous and participation was not mandatory, but each school was encouraged to participate. The results for each individual school in the state will be on line. The survey was for the purpose of supporting sound educational policies and decisions and practices, which would be based upon the educators that are actually in the public schools. The survey showed that the climate of a school has a substantial impact on student achievement, student behavior, and teacher retention. She gave the website where anyone can find out about the survey. The Cumberland County page will show what our schools did as a group; then you can go to each individual school. The survey will be taken again in two years, at which time Ms. Harris thinks it may be mandated. She thinks this is a very good way to help our schools in the future.

D. *Approval of 2011-12 General Purpose and Cafeteria Budget:

1. Cafeteria Budget: (See Exhibit #6) Brewer made and Tollett seconded a motion to approve the Cafeteria Budget as per Exhibit #6.

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

MOTION: Carried unanimously

2. General Purpose School Budget: (See Exhibit #7) Ms. VanWinkle went over the General Purpose School Budget as per Exhibit #7. She stated that the State mandate for our BEP allocation is \$43,757,000, with a portion coming from the state; \$15,397,000 is what is required for the county to contribute. The ADM (Average Daily Membership) is 7,308 students, the number that we received funding for from the state. (Our actual number of students is closer to 7500.) The 1.6% raise for teachers was left in the budget, so instead of the \$38,000 allocation, it will now be \$38,677, an average of \$677.00 increase for teachers annually.

In answer to Brewer's question, Ms. VanWinkle stated that all that is being included in this budget is the minimum that is required for the local county government to fund and nothing more. She further stated that if the county continues to bump sales taxes up for the purpose of keeping property taxes down, the state will probably not allow that to happen as it has in the past. The actual percentage of our expected revenue from property taxes that has been collected to date is 99.7%. Ms. VanWinkle further stated that if our budget goes in to the state at \$15,397,000, the state will not accept our budget. The state has warned the county that they must be prepared to go from the ARRA formula to the FOX formula, because in the FOX formula, only assessed property values and sales tax revenues are included, which puts Cumberland County at about 20th in the state.

On State Revenues, the state has committed to the BEP in the amount of \$28,370,000. Some grant monies are included. The Pre-K program is fully funded by grants in the amount of \$1,075,000.

Our non-certified personnel and support staff are getting their step raise of 3%, plus their longevity raise.

On Expenditures, Ms. VanWinkle reported that we have 366 teachers, at a cost of \$14,200,000 with a 1.6% increase. \$350,000 is included for supplements. There are five leave positions and five extra teacher positions included in the budget.

She explained how the Education Jobs Grant was spent. Budgeted for principal salaries for 2010/11 was \$3,111,643. This year, the proposed amount is \$2,041,535. A grant was received in the amount of \$1,507,655 last year; it was saved until this year. To save this, teacher assistants and psychologists were paid out of the Special Ed budget, which amounted to \$1,507,655, which totally balances out the Education Jobs Grant. This frees up the \$1.5 Million which can be used on a one-time project. When this project is finished, it will have been paid for with one-time money and the county is not being asked for a cent to fund the project. Next year, the positions will be rolled back into the budget.

Ms. VanWinkle stated that our budget is meeting all the mandates and compliances by spending \$47,703,515. We will need to pull from the Fund Balance the amount of \$1,896,117, which would balance the budget. The Job Share Money will be used to pay teachers and principals salaries, which is legal. This \$1,896,117 is a one-time expenditure that rolls out of Fund Balance this year and rolls the Job Share Money back in next year. With this being taken out of Fund Balance, the amount left will be \$3.3 Million in Fund Balance, which meets the state mandated amount.

In discussion, Brewer expressed the opinion that she is very concerned about the amount of money spent for unemployment. She is also concerned about new positions being added in the budget, and she thinks some of the departments may need to be looked at to make sure everyone is doing their job and possibly re-writing some job descriptions.

After all discussion was concluded, Brewer made and Davis seconded a motion to approve the General Purpose School Budget as per Exhibit #7.

Before the vote on the motion, Blalock amended the motion to reflect taking out the \$4525 for the National School Boards Association membership. He stated that he thinks that money could be better spent in the school system. The motion died for lack of a second.

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

MOTION: Carried unanimously

E. School Board Self Assessment: (See Exhibit #8) Ms. VanWinkle asked each board member to go to their manila envelope and fill out the assessment form. A self-addressed and stamped envelope is included. This assessment gives information on what the board's goals need to be and it will be used in the planning session. She asked that each member mail it within the next two weeks to TSBA. They will tally it and send back the information to use in writing goals for next year. This is confidential information but the tallied results will be received back from TSBA. She asked that each member sign their name to the assessment forms.

F. FYI: (See Exhibit #9) Ms. VanWinkle asked board members to read all the information included in the FYI folder, especially the School In-Service Schedule. It gives lots of opportunities for the staff to get credit for in-service.

14 School Board Committees

A. Building and Grounds Committee: (No report)

B. Policy Committee: (No report)

C. Safety Committee: Davis reported that this committee met yesterday. He asked Tammy Lane to explain what is being done. Ms. Lane stated that the committee has found a comprehensive research base for bullying programs for the school system, but that it will have a cost of about \$20,000 attached to the program for its county-wide implementation next year. This is not in the budget for next year; therefore, the committee is recommending that a curriculum per school be done as opposed to a curriculum per classroom. The guidance counselors would be responsible for teaching it in the classrooms on a monthly basis. This would save about \$18,000. The guidance counselors and the teachers that want to participate would go to the training. Ms. Lane proposes to do a pre-survey in the fall (probably October) on line, surveying parents, students and staff based on their opinions (that information would be used to implement the program after the training.); do another survey in April, and look at the survey differences, and then have a meeting to see whether it was an affective program or not, before spending 18 or \$20,000 on the curriculum. Chairman Schlafer commended the committee for its hard work.

15 Business Manager Report

A. April Monthly Financial Report: (See Exhibit #10) Ms. Randol reported that Property Tax Collections are at 99.8%. There are three more

months that will go onto this. In May, we got over \$600,000. If we get 600,000 for June and July, then we will meet our goal of \$7.1 Million. The percentage of revenues collected is 87.8%, with a total of \$41,063,196. At the end of April, expenditures were at \$34,735,024, with most being in the 70 percentile; today most of them are in the 80 to 90 percentile, which means that we are right where we should be at the end of the school year. The Energy Efficient money that is in the budget has not been paid out for the completion of the maintenance building and the completion of the heat and air in the CCHS gymnasium. The percentage of Expenditures is 72.83%.

B. Sales Tax Report: (See Exhibit #11) Ms. Randol reported that the total sales tax collected for the year is \$5.4 Million. At this time, we are \$1.6 Million short of what we were last year, but there are three months to go. So if we get 600,000 in May, June and July, we should meet our goal of \$7.1 Million.

C. *Approval of Request for Proposal for Vision Care: (See Exhibit #12) Ms. Randol stated that she became aware of Vision Care through her son's place of employment. It was at a very reasonable cost; therefore, she asked a rep from a Vision Care company to come in and explain exactly what Vision Care entails. She is requesting permission tonight to send out RFPs to different companies. The program would be strictly voluntary and the employee would be responsible for the cost. She stated that her son pays \$9.00 a month for Vision Care; with the samples that the rep brought with him, our employees would pay even less than that. The program would buy each employee one pair of glasses per year, with a \$25.00 co-pay and a \$50.00 charge when glasses are received. The exam would have either a \$10.00 or \$25.00 co-pay. In answer to Brewer's question, Ms. Randol stated that the company does require that the fee be a payroll deduction. Brewer stated that it is a nightmare if you are doing payroll deductions over ten or twelve months. She thinks the best procedure would be for employees to sign up with the company on an individual basis and do a bank draft for payment of the premium. After a lengthy discussion, Janeway made and Hyder seconded a motion to have Mr. Patton craft an RFP to include all the concerns board members have about the Vision Care Program, and bring it back to the board next month.

VOICE VOTE: Janeway (mover-yes)
Hyder (seconder-yes)
7-ayes, Blalock-no, Tollett-no

MOTION: Carried (7-yes, 2-no)

16 *Approval of Special Education Requests

- A. Occupational Therapy (OT) Contract:** (See Exhibit #13)
- B. Physical Therapy (PT) Contract:** (See Exhibit #14)
- C. Certified Occupational Therapist Assistant (COTA) Contract:** (See Exhibit #15)
- D. School Psychologist Internship Contract:** (See Exhibit #16)
- E. Head Start Partnership Agreement:** (See Exhibit #17)

Hyder made and Janeway seconded a motion to approve Item #16, A through E, as per Exhibits # 13, 14, 15, 16 and 17.

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

MOTION: Carried unanimously

- 17 ***Approval of CCSNP Recommendations**
- A. Approval of Student Lunch Price Increase:** (See Exhibit #18) Janeway made and Brewer seconded a motion to approve the Student Lunch Price Increase as per Exhibit #18.
- VOICE VOTE:** Janeway (mover-yes)
Brewer (seconder-yes)
All ayes
- MOTION:** Carried unanimously
- B. Approval of Adult Meal Price Increase:** (See Exhibit #19) Janeway made and Brewer seconded a motion to approve the Adult Meal Price Increase as per Exhibit #19.
- VOICE VOTE:** Janeway (mover-yes)
Brewer (seconder-yes)
All ayes
- MOTION:** Carried unanimously
- C. Approval of 2011-12 National School Lunch/Breakfast Compliance Package:** (See Exhibit #20) Davis made and Janeway seconded a motion to approve the National School Lunch/Breakfast Compliance package as per Exhibit #20)
- VOICE VOTE:** Davis (mover-yes)
Brewer (seconder-yes)
All ayes
- MOTION:** Carried unanimously
- D. Approval of Line Item Budget Amendment:** (See Exhibit #21) Brewer made and Hyder seconded a motion to approve the Line Item Budget Amendment as per Exhibit #21.
- VOICE VOTE:** Brewer (mover-yes)
Hyder (seconder-yes)
All ayes
- MOTION:** Carried unanimously
- 18 ***Approval of Local Consolidated Application for Federal Funding:** (See Exhibit #22) Chairman Schlafer announced that our school system got an increase of \$38,000.00 last year in Federal Funding, when many school systems got a cut.
- 19 ***Approval of CTE Carl Perkins Federal Plan:** (See Exhibit #23)
- 20 ***Approval of Student Accident Insurance for 2011-12:** (See Exhibit #24)
- 21 ***Approval of Sale of Surplus Buses:** (See Exhibit #25)
- Blalock made and Bowman seconded a motion to approve Items #18, 19, 20 and 21 as per Exhibits #22, 23, 24 and 25.
- VOICE VOTE:** Blalock (mover-yes)
Bowman (seconder-yes)
All ayes
- MOTION:** Carried unanimously

22 ***Set BOE Planning Work Session:** The planning work session will be held on on Saturday, June 25th, 2011 at the Central Office beginning at 8:00 a.m.

23 ***Approval of Attendance for NSBA Southern Region Conference:** (See Exhibit #26. Janeway made and Bowman seconded a motion to approve the NSBA Region Conference funding for all board members that want to attend the conference, which will be held in Asheville, North Carolina, July 13-15.

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

MOTION: Carried unanimously

24 ***Consent Agenda**

A. ***Approval of Field Trips:** (See Exhibit #27)

1. CCHS Cheerleaders
2. CCHS Basketball Teams
3. Pine View History Club

B. ***Approval of Volunteers:** (See Exhibit #28)

1. Martin Elementary
2. Pleasant Hill Elementary

C. ***Approval of Disposal of Surplus Property:** (See Exhibit #29)

1. Phoenix School
2. Pine View Elementary
3. Pleasant Hill Elementary
4. Brown Elementary

D. ***Approval of Contracts:** (See Exhibit #30)

1. Pine View Elementary
2. South Cumberland Elementary
3. SMHS: (Removed for discussion; see Item #25)

E. ***Approval of North Cumberland Elementary Football Booster By-laws:** (See Exhibit #31)

F. ***Approval of 2nd Reading on Policies:** (See Exhibit #32)

1. 5.113 – In-Service and Staff Development Opportunities
2. 5.202 – Suspension/Dismissal of Non-Certified Employees
3. 6.208 – Release During School Hours
4. 6.209 – Child Custody/Parental Access

G. ***Approval of 1st Reading On Policies:** (See Exhibit #33)

1. 6.200 – Attendance

H. ***Approval of Proposed Special Courses:** (See Exhibit #34)

Hyder made and Randolph seconded a motion to approve Item #24, Consent Agenda, as per Exhibits #27, 28, 29, 30, 31, 32, 33 and 34.

VOICE VOTE: Hyder (mover-yes)
Randolph (seconder-yes)
All ayes

MOTION: Carried unanimously

25 ***Approval of Contract, SMHS:** (See Exhibit #35) Janeway expressed a concern with the wording in the contract of “Exclusive Rights” under the Media section of the contract. Mr. Patton stated that we cannot grant exclusive rights to anybody for public

information. Principal Scott Maddox explained that this is a company that provides a method for sending out messages en masse to everybody that has signed up, to keep them up to date on what is happening minute-by-minute in a game. Scoretrax Prep will make their money through advertisements. The only advertisements that will be allowed are sports memorabilia and sports-oriented ads (no tobacco or alcohol ads), and all ads will be age-appropriate. The service is free of charge to SMHS, and SMHS can solicit local businesses to sign up for the services which will generate funds for SMHS. He explained that this is not a contract; it is merely an agreement that the school will not agree for any other company to provide this service for them. Individuals will not be restricted on the messages they can send to anyone; this is the only company that will send the messages en masse for SMHS to everyone that has signed up for the service. Bowman made and Randolph seconded a motion to approve the contract for SMHS as per Exhibit #35.

VOICE VOTE: Bowman (mover-yes)
Randolph (seconder-yes)
7-ayes, Blalock-no, Janeway-no

MOTION: Carried (7-yes, 2-no)

26 Other Old Business:

A. Board of Distinction: At this point, referring back to Item #13-B (Board of Distinction Checklist), Davis stated that some of the effects of being a Board of Distinction are the Phoenix School and the Spotlights each month, among others. Chairman Schlafer stated that this will be good conversation material for the planning workshop.

27 Questions from Media: (None)

(Two (2) tapes dated 5-26-11 are marked as Exhibit #36)

28 Adjournment: Janeway made and Hyder seconded a motion to adjourn.

VOICE VOTE: All ayes
MOTION: Carried unanimously

**(WHEREUPON, the meeting was adjourned
at the approximate hour of 8:00 p.m.)**



**Ms. Aarona VanWinkle
Director of Schools**

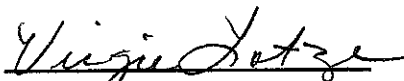


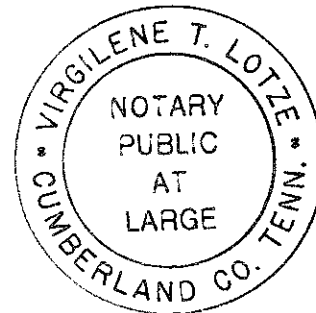
**Mr. Dan Schlafer
Chairman of the Board**

(Continued on Page 10)

(Minutes of 5-26-11 continued from Page 9)

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 June 6, 2011.


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



(My Commission expires 6-6-11)

29 (*) Indicates Board Approval Required