

**CUMBERLAND COUNTY BOARD OF EDUCATION
SPECIAL CALLED MEETING**

**May 12, 2016 6:00 PM
Central Services Board Room**

The Cumberland County Board of Education met in special session on Thursday, May 12, 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, Freitag
Julia Timson, (CCEA Rep)
Ben Tollett (SMHS Rep)
Rolf Weeks (PTOA)

ABSENT: (Bowman)

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: After a moment of silence, Mr. Andrews led the audience in the Pledge of Allegiance.

4. Roll Call: (See above)

5. Declaration of Conflict - Mr. Earl Patton

Declarations of Conflict - Per TCA 49-2-202 Board of Education Members who have relatives (per the statute: relative means: 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) employed by the system are asked to raise your hands to identify yourself. "Do you certify that the votes that you make tonight will be in the best interest of the school system, regardless of the effect that your vote may have upon the employment of your relative or relatives?" (Hassler, Parris, Hutson and Freitag declared a conflict of interest.)

6. *Approval of May 12, 2016 Agenda: (See Exhibit #1) Stone made and Parris seconded a motion to approve the agenda as per Exhibit #1.

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

MOTION: Carried unanimously

7. Statement of Purpose - Mr. Donald Andrews: Mr. Andrews stated the purpose of the special meeting tonight. (2016-2017 budget by Mr. Isaacson; organizational chart by Ms. Graham)

8. *Selected Job Description - Ms. Janet Graham: (See Exhibit #2) Ms. Graham stated that a job description is subject to change anytime a job assignment changes or new duties are assigned, with this being an on-going process. She also stated that a job description does not include every little detail of work in the scope of any job description. She stated that on the Nursing job description, strike out the very last line under "Education" since LPNs are working under the RN's License. In the CTE and 9th -12th job description under the "Education" line, it needs to state that the job requires a Master's Degree or better. In Human Resources, the job description does not need to be a licensed teacher; it can be someone with, hopefully, HR experience.

1. 3rd-8th Supervisor
2. Chief Academic Officer
3. CTE and 9th-12th Supervisor
4. ELA Instructional Coach
5. Emergency Mgmt, Security, Truancy, DHA Supervisor
6. ESL Supervisor
7. Federal Programs Supervisor
8. Health Services and Coordinated School Health Supervisor
9. Human Resources Supervisor
10. Instructional Technology Coach
11. Inventory & Textbook Clerk
12. Math Instructional Coach
13. PreK-2nd Supervisor
14. School Nutrition Supervisor
15. Special Education and 504 Services Supervisor
16. Student Information System Administrator
17. Technology Supervisor

Stone made and Freitag seconded a motion to approve the job descriptions as per Exhibit #2, with the changes that have been made by Ms. Graham.

VOICE VOTE: Stone (mover-yes)
Freitag (seconder-yes)
7-ayes, Blalock-no

MOTION: Carried (7-yes, 1-no)

9. *Organizational Chart - Ms. Janet Graham: (See Exhibit #3) Ms. Graham went over the organizational chart and answered questions and took comments from board members. There was discussion on whether or not we are required to have a truancy officer. Ms. Graham stated that it is not a requirement; several of the job descriptions have that included in them to some degree. After her presentation, Janeway made and Freitag seconded a motion to approve the organizational chart as per Exhibit #3.

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

MOTION: Carried (7-yes, 1-no)

10. *2016 - 2017 Budget - Mr. Travis Isaacson: (See Exhibit #4) After an explanation of the changes that have been made to the budget by Mr. Isaacson, he stated that he will be taking an approved budget to the County Commission on June 9th; therefore, a budget must be approved before June 9th. In discussion regarding raises, Mr. Isaacson stated that to give all principals and assistant principals a 1% raise, the cost would be \$6,921; certified personnel a 1% raise, the cost would be \$212,991; 1% raise to central services personnel, the cost would be \$6,888; 1% raise to certified-other, the cost would be \$5,155. To give a 1% raise across the board to all certified and non-certified personnel, the cost would be \$300,156. He further stated that the governor does not mandate raises; those are given through the BEP process. After further discussion, Mr. Isaacson asked the board if they had any changes they would like to make to this budget. At this point, Stone made and Freitag seconded a motion to take \$409,000 from Maintenance and Repair Services, Line 335, on Page 23, and take \$1,198,891 from Building Improvements, Line 707, on Page 28, and put that into a building program request to the County Commission.

VOICE VOTE: Stone (mover-yes)
Freitag (seconder-yes)
7-ayes, Blalock-no

MOTION: Carried (7-yes, 1-no)

(Stone reiterated that the above motion was not to approve the whole budget; just to approve Mr. Isaacson taking that request for a building program to the County Commission.) In answer to Stone's question about whether hiring five additional SROs has been discussed with the sheriff and the police chief, Mr. Isaacson said that it has and they have said the funds are available and they are ready for the hiring of the SROs to go forward.

11. Questions from Media: (None)

12. Adjournment: Stone made and Parris seconded a motion to adjourn.

VOICE VOTE: All ayes

MOTION: Carried unanimously

(The meeting was adjourned at the approximate hour of 7:30 PM)

Mr. Donald Andrews
Superintendent of Schools

Mr. Don Hassler
Chairman of the Board

I, Virgie Lotze, do hereby certify that I reported the foregoing minutes and that I delivered said minutes to the Superintendent's office on May 24, 2016.

Virgie Lotze
Notary Public at Large for the State of
Tennessee

(My commission expires 6-4-19)

13. (*) Indicates Board Approval Required