

**MINUTES OF THE REGULAR MEETING OF THE  
JEFFERSON COUNTY BOARD OF SCHOOL COMMISSIONERS  
FEBRUARY 25, 2014 – 6:30 P.M.  
PATRIOT ACADEMY**

**CALL TO ORDER**

The meeting was called to order by Chair Anne Marie Potts. Board members present were Chair Potts, Vice Chairman Bill Jarnigan, Randall Bradley, Ralph Lowery, Judy Cavanah, and Jim Vines. Board member Jonathan Rogers was absent from the meeting. Dr. Charles Edmonds, Director of Schools and Secretary to the Board, was also present.

**PLEDGE OF ALLEGIANCE**

Chair Potts led the audience in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Board member Bradley requested that JCHS Contingency Fund be added to the agenda under New Business.

The board approved the agenda with the addition by consensus.

**CONSENT AGENDA ITEMS**

There was some concern from board member Bradley regarding some overnight field trips that had already taken place prior to approval by the Board. Dr. Edmonds apologized and stated that he needed to be more stringent in making sure the requests are approved by the board prior to the trip. Board member Cavanah questioned the student/chaperone ratio for overnight field trips. Sherry Finchum, Board Policy Chair, read the board policy and stated there was a discrepancy in the policy regarding the number of chaperones per student. She pointed out that the policy stated, "These groups must be accompanied by at least two (2) certified staff members and others from the school who are appropriate for adequate supervision and shall be responsible for student conduct while away." She then pointed out that the next sentence stated, "Chaperones/staff must be present within a reasonable range at a ratio of no less than 1 per 15 students."

Dr. Edmonds commented on the use of vans taking students on field trips. He pointed out that the National Transportation Board recommended that vans not be used at all for this purpose. He then pointed out that the State of Tennessee states that you can but it was not advisable. Dr. Edmonds commented that he was opposed to using vans for field trips. He recommended that the board consider making a policy whereby vans were not allowed to be

used for field trips. Board member Vines referred the issue to the Board Policy Committee for discussion. Chair Potts also requested that a standard student/chaperone ratio be reviewed.

Upon motion by Randall Bradley and second by Vice Chairman Jarnigan, the board unanimously approved the consent agenda items as submitted. (see attached)

### **ITEMS FOR DISCUSSION**

There were no items for discussion.

### **ITEMS FOR INFORMATION – DIRECTOR OF SCHOOLS**

1. Each board member received a copy of the current financial reports.
2. Darrell Helton, County Finance Director, updated the board on potential revenue sources including trademarking mascots. Mr. Helton stated that he had talked to Frank Clamon, a former county commissioner who had previously done some research on trademarking mascots. Mr. Clamon told Mr. Helton that he would be happy to work with him. Mr. Clamon said he would check with Kingsport Dobyms-Bennett to see what process they went through and bring back information to him.

Mr. Helton stated that according to Tennessee Code Annotated 67-4-1025 (b), “The revenue from the tax on cigarettes shall be used exclusively for public education, grades one through twelve. All revenue collected under this part shall be distributed to the respective public school systems of the state for use in grades one through twelve (1-12) in accordance with the distribution formula governing public school systems, grades one through twelve (1-12).” Mr. Helton commented that he thought it would go into the BEP fund. He further commented that most everyone that he had contacted couldn’t give him very much information.

Mr. Helton updated the board on the mixed drink tax. He stated that it appeared that cities could apply for a Premier Type Tourist Resort Status if the city has a population of at least 1100 people and 40% of its assessed real estate valuation is in the form of hotels/motels, tourist court accommodations, tourist shops and restaurants where the state keeps half and half goes to the city. Mr. Helton commented that another code stated that if the city meets the criteria (1100 and 40%) the city keeps their half but it still has to be used for schools. If the city does not meet the criteria then half goes directly to the schools. He pointed out that according to information he had which dated back to 2004 there were only two (2) cities that had that status, Gatlinburg and Pigeon Forge. He stated that he would continue to see if Dandridge had reached that status.

**Items for Information – revenue – continued**

Chair Potts questioned if the mixed drink tax was being received by the City of Dandridge wouldn't it be on their financial statements. Mr. Helton responded that he had requested the financial statements but had not received any word on them at this time. He said he would continue to pursue that.

Mr. Helton asked that the board consider approaching the county commission regarding the passing of a resolution requesting that the state legislature equally distribute the local portion of sales tax generated by internet sales. He pointed out that this would be a significant amount of money and would have a big impact on the school system.

Mr. Helton passed out an update on surplus school buses and the amount the school system received from the sales. (see attached)

Mr. Helton updated the board on expenses associated with the collapsed roof on Building 8 at Jefferson County High School. (see attached)

Mr. Helton gave each board member a copy of the Internal School Funds audit report ending June 30, 2013. He stated that Mr. McFarland would be at the March board meeting to go over the audit report and answer any questions from the board.

5. Dr. Edmonds addressed a letter received by legal counsel on January 8, 2014 from Travelers Insurance Company regarding settlement negotiations on the collapsed roof on Building 8. Dr. Edmonds pointed out that he had received the letter from legal counsel on February 6, 2014. He stated that Travelers had obtained a bid from a general contractor for the collapsed roof in the amount of \$781,244.66. Dr. Edmonds further stated that this is being proposed regarding the collapsed part only. Dr. Edmonds stated that the two issues now were dealing with the collapsed roof and how to take care of some structural improvements that will bring the rest of the building up to standard code. Dr. Edmonds further stated that he was not satisfied with the \$781,244.66 settlement. Chair Potts updated the board on the meeting held on February 24, 2014 regarding Building 8. She stated that there was another meeting scheduled for March 11, 2014. She commented that a suggestion had been made for the board to seek an attorney who specialized in insurance policy. She asked for the board's consent to allow the Executive Committee to seek an attorney to review the policy, evaluate it and give direction that would be in the board's best interest. The board agreed by consensus.

## **NEW BUSINESS**

### 1. Director's Employment Contract

Chair Potts pointed out changes that had been made to the director's employment contract as discussed at the January 23, 2014 school board meeting. Chair Potts stated that Randall Bennett, TSBA attorney, had been consulted regarding the wording of the contract. (see attached)

Upon motion by Jim Vines and second by Vice Chairman Bill Jarnigan, the board voted 5-1 to accept the director's employment contract beginning July 1, 2014 and ending June 30, 2018. Board member Cavanah opposed.

### 2. Resolutions

- (a) No. 2014-11 – Declare Surplus Property – Technology
- (b) No. 2014-12 – Declare Surplus Property – Classroom Equipment

Upon motion by Vice Chairman Jarnigan and second by Jim Vines, the board unanimously approved the above resolutions as submitted. (see attached)

### 3. Budget Amendments –

- (a) General Budget Amendment #9
- (b) Federal Budget Amendment #9
- (c) JCHS Renovation Fund #185 - #1

Upon motion by Jim Vines and second by Ralph Lowery, the board unanimously approved the above budget amendments as submitted. (see attached)

### 4. Proposed 2014-2015 School Calendar

Upon motion by Jim Vines and second by Vice Chairman Bill Jarnigan, the board unanimously approved the proposed 2014-2015 school calendar as submitted. (see attached)

### 5. Collaborative Conferencing – Memorandum of Understanding

Upon motion by Randall Bradley and second by Ralph Lowery, the board with the Director of Schools recommendation, accepted the Memorandum of Understanding between

**New Business – MOU - continued**

the Jefferson County School System Management Personnel Collaboration Team and the Professional Employees Collaboration Team of the Jefferson County School System. (see attached)

6. Contingency Fund

Chair Potts recommended that discussion regarding the contingency fund take place at the work session scheduled for March 13, 2014. Chair Potts requested a complete reconciliation by the work session from Rentenbach regarding the owner's contingency fund and how it got from 1.7M to 1.5M. Chair Potts also stated there had been some floor plan changes at JCHS which they would discuss at the work session as well as the insurance claim and insurance policy attorney. The work session will be held at JCHS at 6:30 p.m. in the media center. A tour of the renovations will be at 5:30 p.m.

**ADJOURN**

With no further business, the meeting was adjourned.

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Anne Marie Potts, Chair

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Charles Edmonds, Director of Schools &  
Secretary to the Board

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Date

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Date