

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

CALL TO ORDER

The meeting was called to order by Bill Jarnigan, serving as Chairman Pro Tem, who then asked everyone to stand for a moment of silence. Board members present were Bill Jarnigan, Jim Vines, Randall Bradley, Anne Marie Potts, Judy Cavanah, Jonathan Rogers and Ralph Lowery. Dr. Charles Edmonds, Director of Schools and Secretary to the Board, was also present.

PLEDGE OF ALLEGIANCE

County Commissioner John McGraw led the audience in the Pledge of Allegiance.

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON – 2014-2015 SCHOOL YEAR

Mr. Jarnigan opened the floor for nominations for Chairperson. Board member Bradley nominated Anne Marie Potts. Board member Potts declined the nomination. Board member Vines nominated Randall Bradley. Board member Bradley declined the nomination. Board member Rogers made the motion to nominate Bill Jarnigan seconded by Jim Vines. With no other nominations, Bill Jarnigan was unanimously elected Chairman.

Chairman Jarnigan then opened the floor for Vice Chair. Board member Bradley made the motion to nominate Jim Vines seconded by Anne Marie Potts. With no other nominations, Jim Vines was unanimously elected Vice Chairman.

APPROVAL OF AGENDA

The board by consent accepted the agenda as submitted.

CONSENT AGENDA ITEMS

Upon motion by Anne Marie Potts and second by Jonathan Rogers, the board approved the consent agenda items 6-1 as submitted. Board member Lowery abstained. (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 July and August Financial Reports.
2. Each board member received a copy of coaches and sponsors for the 2014-2015 school year.
3. Each board member received a status report of the 2014 annual fair from Ricky Taylor, President of the Jefferson County Fair Association.

Board member Potts was concerned about the report stating that the fair association was unable to fulfill their payment obligation to Jefferson Elementary and Jefferson Middle Schools. Ms. Potts asked Dr. Edmonds to see if the fair association had been making payments on a regular basis. Dr. Edmonds responded that he would review the lease agreement, check on past installment payments and report back to the board at the next meeting.

4. Darrell Helton, County Finance Director, went over a capital projects summary from 2010 to the present. He pointed out that in 2012-2013, \$575,000 was to be used for school roof repairs at JMS, RS, TES, or Building 8 but when the roof collapsed on Building 8 a decision was made not to make any repairs but to carry-over that amount. He pointed out that the \$575,000 was there to use now if the board chose to do so. Board member Potts asked if any work had been done on windows at Piedmont Elementary for this current year. Mr. Helton responded that no work on windows had been done. Ms. Potts stated that she thought any left over funds in the 2013-2014 capital projects, after the JCHS football stadium repairs, was to be used for security doors at the schools. Mr. Helton responded that he thought the left over money was to be used for windows at Piedmont Elementary. He stated that the \$60,000 for windows had not been used and was still available. Board member Potts commented that when money is allocated for the different schools and is budgeted she would like to see the projects completed and not linger from year to year. She stated that someone needed to make sure the projects happen and are completed.

Mr. Helton commented on the tennis court project in the 2013-2014 capital projects which is a joint effort between the Jefferson County Tennis Association, Board of Education and the County Commission. He stated that he, David Longmire, Michael Phagan and Dr. Edmonds had met several times regarding the agreement. He stated that there is still one issue involved that needed to be cleared up. Board member Potts asked if the board would be involved by approving the agreement. Dr. Edmonds commented that he thought the board should be involved. Mr. Helton stated that he should have the agreement ready for the board to review at their next meeting.

Items for Information – Capital Projects - continued

Board member Potts asked Dr. Edmonds when work would begin on the 2014-2015 capital projects which included intercom systems for the various schools and the JCHS baseball field. Michael Phagan, facilities supervisor, responded that he had been working on intercom specs which he hoped would go out in November. Ms. Potts requested a report for the next meeting on the progress of the two projects. Vice Chairman Vines commented on the newly remodeled JCHS football stadium and how good it looked.

5. Building 8

Dr. Edmonds updated the board on recent developments regarding Building 8. He stated that he had just been informed by legal counsel that a provision in the Travelers Insurance Company policy stated that work under the insurance policy had to be completed within two years of the loss. He commented the roof collapse happened on July 7, 2013 and work needed to be completed before July 7, 2015. He stated that the lawsuit would be to no avail if the work was not completed before July 7, 2015. He pointed out that with a little over 9 months to complete the restoration of the building work needed to start quickly. He stated the first thing would be to determine what work needed to be done. He commented that design plans had been drawn by The Lewis Group and were being presented to the board for approval in order to submit them to the state fire marshal for review. Dr. Edmonds pointed out that the fire marshal had to approve the plans before anything could be built but before the plans were submitted a check for approximately \$2,300 had to be sent first. Dr. Edmonds stated that the check had been mailed and when the plans were approved by the board they would be ready to send. Dr. Edmonds stated that John Cagle, CTE Director, and the CTE teachers had worked hard trying to define what each classroom should look like and their work was included in these plans presented to the board. Dr. Edmonds went over required funds to restore the building. He stated that it would take approximately \$1,550,000 to restore the collapsed portion of the building and the part of the building that was not considered safe. He pointed out that approximately \$842,000 had already been received from Travelers Insurance Company for the collapsed part. He pointed out that an estimated \$667,771 was needed to have available in order to do the rest of the perimeter of the building that did not collapse. Dr. Edmonds further pointed out that the plans included the renovation that could be done. He stated that the board needed to consider the restoration of the building which is under a timeline of 9 months and whether or not the board wanted to pursue going ahead with the renovation. He pointed out that \$575,000 capital projects money could be available to address the expenditures even though some of it had been used for contingency.

Items for Information – Building 8 – continued

Dr. Edmonds stated that if the board moved forward, they would have the \$842,257.66 from the insurance company to start the project. He further stated that they would have to subsidize that with money either from capital projects funds or ask the county commission for money. He commented that the board needed to make the decision as to whether or not to pursue getting the building re-established as it was before the collapse or go ahead and get the renovations done as requested by the CTE department. He commented that he regretted that the board had not had more time to review the plans but assured the board they would have time to make any changes as the fire marshal reviews them. Dr. Edmonds pointed out that the plans were dated September 15, 2014 but he had only received them today, September 25, 2014.

Board member Bradley commented that in his opinion before the board proceeds with anything, the plans should be approved by the board. There was discussion regarding whether or not to approve the restoration and/or renovation. Dr. Edmonds pointed out that if the board chose to approve the perimeter only there would be duplications and extra cost if the board chose to do the renovation later with one issue being the heating system. Vice Chairman Vines commented that he would like to see a full renovation of the building and to go to county commission to see how much money they would give them. Chairman Jarnigan and board members Bradley and Rogers agreed with Mr. Vines. Board member Cavanah commented that she would also like to see a renovation done but was concerned about the cost to do the plan. Dr. Edmonds stated that they did not know how much it would cost to do the plan at this time. Board member Potts commented that the Building 8 project had been a disappointment to her and they had waited too long to address it. She pointed out that she had never seen a county commission approve a plan without knowing the funding and advised the board not to approve a plan without knowing the cost. Ms. Potts questioned Dr. Edmonds as to who approved the plan for the board in order to send it to the state fire marshal. Dr. Edmonds responded that it had not been sent to the state fire marshal yet, only the check in the amount of approximately \$2,300 had been sent. Ms. Potts commented that Dr. Edmonds had previously said it had been sent to the state fire marshal so her question was who gave the authority to send it. Dr. Edmonds commented that after talking with architect Doug Shover today, Mr. Shover told him the plans had not been sent because they were waiting on the check. Dr. Edmonds stated that the plans would be sent after board approval. Ms. Potts stated that someone had to make the decision to send the check and the decision to send the plans without the board's approval. Ms. Potts wanted to know where the funds came from for the check. Dr. Edmonds responded that he takes full responsibility because he was trying to move the project forward as quickly as possible. He stated that he was not trying to by-pass the board because this had been debated for over a year. He further stated that the CTE instructors had spent many hours working with the architects and others trying to develop a

Items for Information – Building 8 - continued

plan that everyone would be proud of. Ms. Potts asked Dr. Edmonds when he found out exactly that The Lewis Group was drawing the plans this year. Dr. Edmonds responded that as far as he was concerned this had been a continuous process since May 2013 when the board approved 5-0 to move forward with the plans to be done to go out for pricing. Board member Potts was concerned over why the board had not received the plans before now since she and Dr. Edmonds were told by Don Freeman from Rentenbach on July 28, 2014 that Doug Shover, architect for The Lewis Group, was drawing the plans. She felt there had been plenty of time for the board to receive the plans in order to review and approve them in order to move forward. Dr. Edmonds commented that Mr. Shover had been working on the plans and meeting with the CTE instructors. Ms. Potts responded that the plans did not have to be complete but the board would have liked to have seen what they had in order to discuss them. Ms. Potts referred to School Board Policy 2.805 Purchasing stating that the authorization to purchase shall be provided by the Board and that, "Purchases made by anyone not authorized by the appropriate officials shall become the personal responsibility of the persons making the purchase agreement. The Board will not, under any circumstances, be responsible for payment for any material or supplies purchased by unauthorized individuals". She commented that it seemed to her that the board had not authorized this. She further commented that since the board had not looked at the plan, what if they decide that it needs to be changed after looking at the plan. Dr. Edmonds responded that it could be changed. She asked if the plan had to go back to the State Fire Marshal if changes were made. Dr. Edmonds responded that any changes made would have to be sent back to the State Fire Marshal. Dr. Edmonds reiterated that this had been an ongoing process since May 2013. Board member Potts agreed that it had been but had not been communicated to the board. Board member Bradley commented that he would have also liked to have seen a rough drawing before they went to the architect out of consideration for the board. There was discussion regarding Building 8 not being under items for business on the agenda in order to vote on the plans. Vice Chairman Vines responded they could suspend the rules.

Vice Chairman Vines made the motion to suspend the rules. Board member Rogers seconded the motion.

Vice Chairman Vines commented that they only had 9 months left and they needed to move ahead. Board member Bradley commented again that he would like to have seen the board be more informed of the plans before this meeting.

The motion to suspend the rules passed 4-2-1. Board members Vines, Jarnigan, Bradley and Rogers voted for. Board members Cavanah and Potts voted against and board member Lowery abstained.

Items for Information – Building 8 - continued

Vice Chairman Vines made the motion to place the Building 8 plans on the agenda for consideration. Board member Rogers seconded the motion.

Board member Cavanah asked for some explanation of the plans. Don Freeman from Rentenbach pointed out that nothing had been done with the plans because they had not been authorized by the board to do anything with them at this point. He commented that Rentenbach wanted to help the board as much as possible to move forward quickly and not spend any money that they would not gain benefit from. He stated that it would be in the board's best interest to go ahead and get the plans approved and submitted to the state fire marshal whether or not they did the renovation or changed the plans in any way. Mr. Freeman pointed out that there was some money that was included in the current GMP for the

renovations to the high school that were targeted for Building 8 and some of that money should not be spent if the drawings are adopted. He pointed out that the mechanical and electrical systems were different than they were conceived two years ago and did not meet the needs of the revised floor plans so that money targeted would have to go toward the current documents. Mr. Freeman recommended that while the board is reviewing the plans that Rentenbach put a price on the plans with the current subcontractors. Mr. Freeman stated that if the board approved his recommendation, Rentenbach could come back to the board with a price on that set of plans by mid-October.

Vice Chairman Vines commented that the board had received a copy of a schematic design in March 2014 so the board had seen the plans. Board member Bradley was concerned over not seeing updates on the plans as they progressed.

The motion to place the Building 8 plans on the agenda for consideration passed 4-3. Board members Lowery, Vines, Bradley and Rogers voted for, board members Jarnigan, Cavanah, and Potts voted against.

Board member Potts made the motion to authorize Rentenbach to price the plans and bring back information to the board. Board member Bradley seconded the motion.

Board member Potts asked Mr. Freeman how long it would take to price the plans. Mr. Freeman stated that it would take mid-October if they worked with the current subcontractors.

The motion to authorize Rentenbach to price the plans with the current subcontractors and bring back information to the board passed 6-1. Board member Rogers voted against.

Items for Information – Building 8 - continued

Vice Chairman Vines made the motion to send the plans to the State Fire Marshal. Board member Bradley seconded the motion.

Board member Potts stated for the record that since the check had already been cut and approved by somebody, the board is approving this as a formality. She further stated that the board had been overlooked.

The motion passed 6-1. Board member Potts voted against.

NEW BUSINESS

1. Policy changes for Review and Adoption (First Reading) – **1.803 Tobacco Free Schools 4.400 Instructional Materials, 4.401 Textbook Selection, Distribution and Care, 4.700 Testing Programs, 4.802 Student Equal Access (Limited Public Forum), 4.803 Recognition of Religious Beliefs, Customs and Holidays, 5.200 Separation Practices for Tenured Teachers, 5.201 Separation Practices for Non-Tenured Teachers, 6.200 Attendance, 6.312 Use of Personal Communication Devices, 6.317 Student Disciplinary Hearing Authority (DHA), 2.400 Revenues, 2.900 Student Activity Funds Management, 6.307 Drug-Free Schools, 6.3091 Weapons & Dangerous Instruments**

Upon motion by Anne Marie Potts and second by Vice Chairman Vines the board unanimously accepted the above policies on first reading. (see attached)

2. JCHS Junior Car Club

Scott Noe, JCHS Auto Mechanical Class Instructor, asked for the board's approval to start a junior car club through the automotive program at Jefferson County High School and sponsored through the Mossy Creek Cruzers Car Club. Mr. Noe stated that the club would be self-funded with no expense from the board. (see attached)

Upon motion by Vice Chairman Vines and second by Jonathan Rogers, the board unanimously approved the request to start a junior car club through the automotive program at Jefferson County High School.

3. Approval – 2014-2015 Federal and General Budget Amendment #3

Darrell Helton, County Finance Director, answered questions from the board. There was some discussion regarding the general budget amendment and why money was being moved

New Business – Budget Amendments - continued

back into the maintenance department for costs already incurred for the insurance claim on Building 8.

Board member Potts requested that the general budget amendment be voted on separately from the federal budget amendment.

Board member Vines made the motion to approve general budget amendment #3 as submitted. Board member Rogers seconded the motion. (see attached)

Board member Potts was concerned about moving the money now until they had a specific purpose to vote on. She commented that in her opinion they had moved money in the past where it sat there and the work never got done. She further commented that she didn't feel the money needed to be moved at this time into other contracted services when there was money in the account.

The motion to approve general budget amendment #3 passed 4-2-1. Board members Vines, Rogers, Cavanah, and Lowery voted for. Board members Potts and Bradley voted against and Chairman Jarnigan abstained.

Upon motion by Vice Chairman Vines and second by Randall Bradley, the board unanimously approved federal budget amendment #3 as submitted. (see attached)

4. Approval – Tenure Eligibility for 2014-2015

Dr. Edmonds recommended that the list of certified personnel presented for tenure be approved.

Upon motion by Randall Bradley and second by Jonathan Rogers, the board unanimously approved the list of certified personnel having met the criteria to be eligible for tenure. (see attached)

5. Approval – Textbook Certificate of Compliance

Upon motion by Vice Chairman Vines and second by Jonathan Rogers, the board unanimously approved the textbook certificate of compliance certifying that all children enrolled have been furnished all required textbooks. (see attached)

New Business – continued

6. Declare Surplus Property – Transportation Department – Resolution No. 2014-18

Upon motion by Jonathan Rogers and second by Vice Chairman Vines, the board voted 6-1 to surplus two county school buses which have reached their certifiable life and can no longer be used as school buses on routes. Board member Lowery abstained.

7. Appointment of (4) Delegates to TSBA Convention – November 16-17, 2014

Chairman Jarnigan appointed himself, Randall Bradley and Anne Marie Potts as delegates to the TSBA convention.

8. Appointment of TLN (Tennessee Legislative Network) Representative

There was no representative appointed.

9. Appointment of School Commissioners to 2014-2015 Committees

Chairman Jarnigan appointed the following school board members to the committees listed below for the 2014-2015 year.

Board Policy Committee – Bill Jarnigan and Anne Marie Potts
Insurance Advisory Committee – Judy Cavanah and Randall Bradley
PECCA (Professional Employees Collaborative Conferencing Act) – Anne Marie Potts,
Bill Jarnigan and Randall Bradley

10. Gym Floor at JCHS and Rush Strong School

Dr. Edmonds commented that significant water damage was done to the gym floor at Jefferson County High School and the entire floor needed to be replaced. He stated that a claim had been filed against the roofing company. He further stated that they were trying to get the floor replaced by November in order to be ready for “Night of the Patriots”, basketball games, etc. He reported that the floor had been torn out and the estimated cost for replacement was projected in the range of \$100,000 to \$125,000. He stated that the bleachers would have to be removed in order to replace the floor. He pointed out that if funding was available it would be a good time to replace the bleachers. Dr. Edmonds stated that it was an insurance claim and the work on the floor would have to be done first before receiving the insurance money.

New Business – Gym Floor - continued

Dr. Edmonds reported that the roof and gym floor damage at Rush Strong School was caused by wind and water damage. He stated that the insurance was under TRMT. The cost for repair to the roof was approximately \$24,000. Dr. Edmonds stated that he didn't know the cost to repair the floor but felt the entire floor would have to be replaced. He pointed out that they would get some insurance coverage.

Board member Bradley was concerned over additional cost to remove the bleachers at JCHS. Dr. Edmonds stated that the cost to replace the floor included the removal of the bleachers.

11. Approval – Use of Jefferson County Fairgrounds

Upon motion by Judy Cavanah and second by Vice Chairman Vines, the board unanimously approved the request from the Jefferson County Farm Bureau to use the fairgrounds September 29-30, 2014 for kindergarten farm day.

12. Board member Potts requested that the following board policies be reviewed at the next Board Policy Committee meeting: 1.101 Duties of the Board, 1.102 Board Members Legal Status, 2.805 Purchasing, 2.8051 Authorized Signatures and 5.601 Conflict of Interest

UNFINISHED BUSINESS

There was no unfinished business to come before the board.

ADJOURN

With no further business, the meeting was adjourned at 8:16 p.m.

Bill Jarnigan, Chairman

Dr. Charles Edmonds, Director of Schools &
Secretary to the Board

Date

Date

