

**MINUTES OF THE REGULAR MEETING OF THE
JEFFERSON COUNTY BOARD OF SCHOOL COMMISSIONERS
NOVEMBER 20, 2014 – 6:30 P.M.
PATRIOT ACADEMY**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Board member Potts led the audience in the Pledge of Allegiance.

SPECIAL PRESENTATION – SOUTHEASTERN DAIRY FARMERS ASSOCIATION

Rhonda Click, Coordinator of the Coordinated School Health Program, introduced Faye Beach from the Southeastern Dairy Farmers Association who presented a grant check to Jefferson County Schools in the amount of \$44,000. Ms. Beach pointed out that each school would be receiving \$4,000 of which \$2,000 would be used for breakfast in the classroom and equipment. The grant money did not include the high school.

APPROVAL OF AGENDA

Chairman Jarnigan requested that the Board Retreat and Attorney Information be added under Unfinished Business.

Upon motion by Randall Bradley and second by Jonathan Rogers, the board unanimously approved the agenda with the above additions. (see attached)

CONSENT AGENDA ITEMS

Upon motion by Vice Chairman Vines and second by Anne Marie Potts, the board unanimously approved the consent agenda items as submitted. (see attached)

ITEMS FOR DISCUSSION

Dr. Scott Walker, JCHS Principal, presented the board with a handmade thank you card from one of the special education classes thanking the board for the renovation of Pod 5.

JCBSC

November 20, 2014

Page Two

Items for Discussion - continued

Board member Bradley commented on the newly renovated Pod 5 area at JCHS and how safe and nice it looked. He also commented on how great the new gym floor at JCHS looked. Mr. Bradley commented that the renovation process at the high school had gone well because teachers had a chance to voice their opinion on the design of the building.

Board member Rogers asked Dr. Walker to go back to the students who had sent the thank you cards and tell them thank you from the board.

John Cagle, CTE Director at JCHS, thanked the board for their support on Building 8.

ITEMS FOR INFORMATION – DIRECTOR OF SCHOOLS

1. Each board member received a current copy of the financial reports.
2. Each board member received a copy of the current JCHS owner's and contractor's contingency fund. As of November 20, 2014 the remaining owner's contingency was \$183,183 and the remaining contractor's contingency balance through change order #10 was \$244,982.
3. Each board member received a copy of the bond balance for the Patriot Academy. The balance was listed as \$117,878.34 from the original amount of \$16,000,000. Board member Potts questioned Dr. Edmonds as to what the board was going to do with the remaining balance. Dr. Edmonds responded that there were two (2) plans that had been discussed. One was widening of the turning radius at Patriot Academy and the other plan was a canopy in front of Patriot Academy leading out to where buses load and unload students. Michael Phagan, Facilities Supervisor, commented that he was in the process of getting cost estimates for the radius. Board member Potts requested that Mr. Phagan also obtain cost estimates for the canopy. Chairman Jarnigan requested that Mr. Phagan bring back the information to the next board meeting.
4. Dr. Edmonds reported that wash stations at Dandridge Elementary, White Pine and New Market had been installed. Board member Potts was concerned over the board approving funds for the wash stations twice. She pointed out that the first time the funds were appropriated the funds were used for the collapsed roof on Building 8. She stated that she did not recall the board making any kind of motion authorizing the use of those funds for Building 8. Dr. Edmonds commented that he did not remember those funds being used for Building 8.

Items for Information – Wash Stations - continued

Michael Phagan, Facilities Supervisor, responded that at the end of the 2011-12 fiscal year, plans were to use operating and maintenance funds out of the operating budget to do the hand wash stations. He pointed out that at that time Darrell Helton, County Finance Director, had asked the board not to spend the money until they were sure funds were available after paying all bills and to allow those funds to roll over into fund balance so the board could come back and ask for the funds. He pointed out that he, Dr. Edmonds, and Darrell Helton came back to the board and the county commission in the 2012-2013 year and asked that the funds be re-appropriated. Mr. Phagan commented that several people had approached him and inquired about doing the hand wash stations in a different fashion. He stated that when the bids came back they were about three times higher than what they had planned to do. He pointed out that by the time he could get the information back to the board the fiscal year had closed and the funds had rolled into fund balance. He commented that instead of asking the board to once again pull those funds out of fund balance they decided to make provisions for that in the 2013-2014 operating budget as a normal maintenance activity. Mr. Phagan stated that when the collapse of Building 8 happened, they had to focus all extra funds in the operating and maintenance budget towards the temporary Building 8 relocation space. Mr. Phagan further stated that in order to get the hand wash stations done they were committed in trying to manage the budget so that at the end of that fiscal year there would be sufficient funds to do some other projects. He commented that they were able to do some projects which were brought back to the board. The board made a motion to reserve those funds which they were able to do that came back to this year's operating budget. He pointed out that even though the board appropriated the funds in 2012-2013 those funds were never used for any hand wash stations but rolled into fund balance. There was discussion from board member Potts regarding the board making a motion to appropriate funds for a specific purpose and why it was not placed in a reserve account to be used for that purpose. Darrell Helton, County Finance Director, responded and agreed that it should have been placed in a reserve account but it wasn't. Board member Potts went on to state that this was the second motion that the board had made regarding funds. The first one had to do with extra money out of the \$500,000 capital projects where the board allocated it for security but was listed as windows at Piedmont Elementary. She was concerned over why some of the board's motions had a lot of relevancy and were quoted and enforced verbatim and some were ignored. She asked Dr. Edmonds for a response. Dr. Edmonds responded that he didn't think things were ignored. He stated that he was not aware at the time that the funds had rolled over into fund balance. He stated that in his opinion if funds are appropriated for something specific that it should be reserved prior to the end of the fiscal year. Ms. Potts stated that she would like to get that money back so it could be appropriated for windows at Piedmont Elementary. Ms. Potts asked Mr. Phagan how that could be accomplished. Mr. Phagan responded that it could be taken from the fund balance with a motion by the board. Ms. Potts responded that she didn't want to take it out

Items for Information – Wash Stations – continued

of fund balance because in her opinion that is not where the money is because she felt it had been spent in the operating budget when it wasn't supposed to be.

After further discussion, board member Potts stated for the record that whatever motion the board makes especially in appropriating funds, that those funds get expended as soon as possible within the calendar year.

Board member Bradley suggested a board policy regarding motions by the board appropriating funds and reserve accounts. Mr. Bradley asked Darrell Helton if such a policy would have to be approved by the county finance committee. Mr. Helton responded that it probably should be. Chairman Jarnigan asked that Mr. Bradley introduce a policy at the next board policy committee.

5. Each board member received the results of the 2013-2014 Director's Evaluation as tallied by the TSBA. Chairman Jarnigan expressed his appreciation to Dr. Edmonds. Board member Rogers congratulated Dr. Edmonds on a job well done. Dr. Edmonds average overall score was 4.03. Dr. Edmonds thanked the board for the opportunity to work with them.

6. Chairman Jarnigan asked that the December board meeting item be moved to Unfinished Business.

NEW BUSINESS

1. Board Policies for Review and Adoption (First Reading) **1.704 Charter Schools, 5.111 Utilization of Career Level Educators-Needs to be rescinded, 5.112 Extended Contracts, 2.806 Bids and Quotations, 2.808 Purchase Orders & Contracts, 5.110 Compensation Guides & Contracts**

Upon motion by Vice Chairman Vines and second by Jonathan Rogers, the board unanimously adopted the above policies on first reading as submitted. (see attached)

2. Resolution #2014-20 – Declare Surplus Property – Student Nutrition Department and
3. Resolution #2014-21 – Declare Surplus Property – Technology Department

Upon motion by Randall Bradley and second by Judy Cavanah, the board unanimously approved Resolution #2014-20 and Resolution #2014-21 as submitted. (see attached)

New Business - continued

4. Approval – General Budget Amendment #6 and Federal Budget Amendment #6

Upon motion by Anne Marie Potts and second by Randall Bradley, the board unanimously approved General Budget Amendment #6 and Federal Budget Amendment #6 as submitted. (see attached)

5. Employee Bonus

Darrell Helton, County Finance Director, informed the board that the county commission budget committee voted down the employee bonus for all school system personnel. He asked what the board wanted to do.

Dr. Edmonds commented that the bonus presented to the budget committee was for all employees to receive the bonus. He pointed out that the reason the bonus was voted down was because it included certified teachers and members of the budget committee felt they had received a raise. Dr. Edmonds stated that he explained to them that the money the teachers received was part of the equity settlement and the lawsuit about salaries in school systems being different. He pointed there were no local funds involved.

There was discussion from board member Bradley as to how much the teachers received from the raise. Dr. Clampett, who helped with the salary schedule, stated that the average was at least \$50. Dr. Edmonds pointed out that the county received \$267,000 for the raises. Board member Bradley expressed disappointment in not being able to give the bonus to all employees including teachers. He pointed out that there could not be a department of education without teachers. Chairman Jarnigan expressed his appreciation to the teachers. He stated that he would have liked to have seen everyone receive the bonus but since that was voted down he felt that the classified personnel should receive one.

There was discussion regarding the process of the request going before the full county commission. Chairman Jarnigan commented that the budget committee had to recommend it to the full county commission. Board member Potts commented that someone from the county commission could place the item on the agenda if they chose to do so. Mr. Helton pointed out that the bonus if approved at this point would not be given out until January 2015. Board member Cavanah commented that she felt the teachers would want the classified employees to receive the bonus.

New Business – Employee Bonus - continued

Board member Rogers made the motion to give all part-time and full-time classified employees a bonus in the same manner as the county would be giving their employees. Board member Cavanah seconded the motion.

Board member Bradley made an amendment to the motion to include all certified teachers. Board member Potts seconded the motion.

Board member Potts stated that she felt strongly about the teachers being included.

The amendment to the motion to include all certified teachers to receive the bonus passed 5-1. Chairman Jarnigan abstained.

At this time, board members Rogers and Vines referred to the statement regarding conflict of interest specified in T.C.A. 49-2-202 declaring and certifying that the vote that they are about to cast on the pending matter is in the best interest of the school system and is not motivated or affected by said kinship.

The motion to give all part-time and full-time classified employees a bonus passed 6-0.

Chairman Jarnigan commented that this would be sent to the county commission.

UNFINISHED BUSINESS

1. Board Policies for Review and Adoption (Second Reading) – **1.101 Duties and Power of the Board of Education, 1.102 Board members Legal Status, 2.8051 Authorized Signatures**

Upon motion by Vice Chairman Vines and second by Randall Bradley, the board voted unanimously to adopt the above policies on second reading. (see attached)

2. Chairman Jarnigan asked that board member Potts chair the board retreat scheduled for January 8, 2015 from 5:00-9:00 p.m. at the Patriot Academy. Board member Potts requested that the opportunity to purchase smoothie machines be added to the retreat agenda.
3. Chairman Jarnigan requested that the board give Dr. Edmonds the authority to invite two attorneys to the board's next regular meeting for a meet and greet session. The board agreed by consent.

Unfinished Business – continued

1. Building 8

Dr. Edmonds clarified some information regarding the action taken by the board on October 23, 2014 authorizing Rentenbach Constructors to perform the restoration and renovation of Building 8 through a change order to their existing contract which is now moot because funds were not appropriated for the project by the County Commission. He pointed out that at a meeting of the county commission on November 17, 2014, Commissioner Scarlett made the motion to request the school board to present to commission an amount from an open bid process to fix Building 8. These bids have to be publicly posted and completely open. The motion passed 19-0 with Commissioners Dockery and Sheets being absent.

Dr. Edmonds pointed out that there was an amendment to the motion made by Commissioner McGraw to hold a special called meeting of the County Commission to be held as soon as possible following the school board's receipt of bids. The motion passed 19-0 with Commissioners Dockery and Sheets being absent.

Dr. Edmonds thanked the County Commission for their action in moving the project forward.

Don Freeman, CEO of Rentenbach, addressed the board regarding information concerning the bid process and to answer any questions from the board. Each board member received a Building 8 Bid Schedule which included developing of bid packages from November 21-December 1, 2014, public bid opening on December 18, 2014 and the presentation of the Guaranteed Maximum Price (GMP) on December 30, 2014. Board member Bradley asked if the July 6, 2015 insurance deadline would be met. Mr. Freeman commented that the plan was to have that certain scope of work done by June 30, 2015.

Chairman Jarnigan called the next regular board meeting for December 30, 2014 at 3:00 p.m. at the Patriot Academy.

Upon motion by Vice Chairman Vines and second by Jonathan Rogers, the board unanimously authorized Rentenbach to proceed with the Building 8 bid schedule. (see attached)

ADJOURN

With no further business, the meeting was adjourned at 7:53 p.m.

Bill Jarnigan, Chairman

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

Date

Date