

**MINUTES OF THE REGULAR MEETING OF THE
JEFFERSON COUNTY BOARD OF SCHOOL COMMISSIONERS
MAY 19, 2016 – 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, Judy Cavanah, and Ralph Lowery. Board members absent were Anne Marie Potts and Jonathan Rogers. Dr. Charles Edmonds, Director of Schools and Secretary to the Board, was also present.

PLEDGE OF ALLEGIANCE

Chairman Jarnigan led the audience in the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Jarnigan requested that a capital projects report, the White Pine School architectural agreement and the JCHS Track and Field Team TSSAA state track and field championships overnight field trip be added to the agenda.

Upon motion by Vice Chairman Vines and second by Judy Cavanah, the board voted 5-0 to approve the agenda with the above addition. (see attached)

CONSENT AGENDA ITEMS

Upon motion by Vice Chairman Vines and second by Ralph Lowery, the board voted 5-0 to approve the consent agenda items as submitted. (see attached)

ITEMS FOR DISCUSSION

Dana Garst, concerned parent, addressed the board regarding the administration at Rush Strong School and no PTO program. Dr. Edmonds commented that he would check with Rush Strong School regarding Ms. Garst's concerns.

ITEMS FOR INFORMATION – DIRECTOR OF SCHOOLS

1. Each board member received a copy of the current financial reports.

JCBOE

May 19, 2016

Page Two

NEW BUSINESS

1. Board Policy Changes for Review and Adoption (First Reading) – **6.701 Student Solicitations/Fundraising Activities, 3.600 Insurance Management, 4.204 Summer School, 4.205 Enrollment in College Level Courses, 4.209 Alternative Credit Options, 4.605 Graduation Requirements**

Upon motion by Randall Bradley and second by Ralph Lowery, the board voted 5-0 to approve the above policies on first reading. (see attached)

There was some discussion from board member Bradley regarding a policy in place where money can be refunded if a student cannot go on a scheduled field trip for some reason. He asked that his request be sent to the Board Policy Committee for discussion.

2. Approval – Federal Projects and Special Education Permission – 2016-2017 School Year

Title I – CO, Disadvantaged Students, Cons Admin., Title II – Part A-CO, Part A, Part D
Title III – CO, ESL Title IV, Carl Perkins, IDEA-CO, IDEA, Pre-School-CO (Special Education)

Upon motion by Randall Bradley and second by Vice Chairman Vines, the board voted 5-0 to approve the above federal projects and special education permission for the 2016-2017 school year.

3. Request from Student Nutrition for Price Increase in Pk-12 Lunch Price and Adult Breakfast Price – 2016-2017 School Year

Dr. Edmonds went over the price increase as based on by the Paid Lunch Equity Program. He commented that PK-5 lunch increase went from \$2.15 to \$2.25, grades 6-12 went from \$2.25 to \$2.35 and breakfast for adults, staff and visitors went from \$2.25 to \$2.40. He recommended that the board approve the increases as submitted. (see attached)

There was some discussion regarding the Breakfast in the Classroom program. Vice Chairman Vines was concerned that the program was too much for teachers and took away instructional time. He asked that the program be moved back to the cafeteria. Dr. Edmonds responded that the program had doubled in participation but did take away some instructional time. Mr. Vines commented that he had received several complaints about the program.

New Business – Student Nutrition Price Increase – continued

Vice Chairman Vines made the motion to approve the student nutrition price increases as submitted and to move Breakfast in the Classroom back to the cafeteria. Board member Cavanah seconded the motion and the motion passed 5-0.

4. TCPN Cooperative Purchasing Network

Langdon Potts, County Finance Director, addressed the board regarding the technology department being able to purchase from a cooperative purchasing network in order to save money. He recommended and asked for the board's approval to use a coop.

Upon motion by Randall Bradley and second by Vice Chairman Vines, the board voted 5-0 to use the TCPN Cooperative Purchasing Network as recommend by Mr. Potts.

5. 2016-2017 Differentiated Pay Plan

The item was postponed until the next regular meeting.

6. 20/20 Vision Budget

Sherry Finchum requested that the board consider approving the 20/20 Vision budget and allow funds to be moved into the appropriate line items to purchase the on-line curriculum and devices. (see attached)

Board member Bradley was concerned about approving the 20/20 Vision budget until he had a better understanding of the program. Ms. Finchum and Mandy Schneitman answered questions from the board and explained more about the program. Ms. Finchum commented if the board didn't want to take action at this time it could be postponed but she was concerned if it was not included in the budget presented to county commission it would have to come back to the board at a later date for approval and then sent back to county commission at which time school would be starting.

After more discussion and the board's better understanding of the program, Vice Chairman Vines made the motion to approve the 20/20 Vision budget and allow funds to be moved into the appropriate line items to purchase the on-line curriculum and devices. Board member Cavanah seconded the motion and the motion passed 5-0.

New Business – continued

7. Approval Budget Amendments

(a) Food Service Fund 143 Budget Amendment #3

Upon motion by Judy Cavanah and second by Randall Bradley, the board voted 5-0 to approve food service fund 143 budget amendment #3 as submitted. (see attached)

(b) General Purpose Fund 141 Budget Amendment #16

Upon motion by Judy Cavanah and second by Vice Chairman Vines, the board voted 5-0 to approve the general purpose fund 141 budget amendment #16.

UNFINISHED BUSINESS

1. 2016-2017 Budget

Langdon Potts, County Finance Director, presented pass #3 of the 2016-2017 school budget. He went over the reconciliation page pointing out the cuts that had been made to create the \$200,000 for a capital improvements budget for 2016-2017. The cuts made were as follows: lead custodian - \$55,796, receiving personnel - \$44,153, CDC position - \$48,067, reorganization of lab facilitators - \$43,185, and gas - \$8,799. He commented that all the components of the motion made by the board regarding the budget had been met.

Board member Cavanah asked about the CDC position and the lab facilitators. Dr. Edmonds responded the CDC position was not needed due to attrition. He pointed out it was not a tenured position and no one would be losing a job. Dr. Edmonds stated that lab facilitators were used in the lower grades in order to help teachers. He further stated that after surveying principals utilizing those personnel it was determined that two positions of lab facilitator use could be identified for reduction. He commented they were looking at a re-organization due to teachers and students progressing in the use of technology. He pointed out there were 10 facilitators in 8 schools with 2 facilitators at one school.

Unfinished Business – Budget - continued

Board member Bradley asked Mr. Potts to clarify the amount of raises for classified and student nutrition employees. Mr. Potts responded that a 2.2% raise was given across the board for all full-time and part-time personnel.

Board member Bradley asked Mr. Potts if the \$200,000 capital improvements budget had to be designated for certain projects. Mr. Potts responded that he thought the money had to have assigned projects.

Chairman Jarnigan and other members of the board expressed appreciation to the staff for all their hard work on the budget.

Mr. Potts commented that if the board approved the budget as presented that he be allowed to adjust account numbers pertaining to the 20/20 Vision program and move funds to the correct places.

Upon motion by Bill Jarnigan and second by Vice Chairman Vines, the board voted 5-0 to approve pass #3 of the 2016-2017 budget with the understanding that Mr. Potts has the authority to shift 20/20 Vision funds where necessary. (see attached)

Upon motion by Vice Chairman Vines and second by Randall Bradley, the board voted 5-0 to approve Federal Budget 142 for the 2016-2017 school year. (see attached)

Upon motion by board member Cavanah and second by Randall Bradley, the board voted 5-0 to approve Student Nutrition Budget 141 for the 2016-2017 school year. (see attached)

REPORTS AND UPDATES FROM MICHAEL PHAGAN

Michael Phagan updated the board on window replacements. He stated that window replacement for Talbott Elementary gym windows were awaiting funding in the amount of \$27,062. He pointed out there was money left over from the 2014-2015 capital projects totaling \$115,939.59 and the board had voted to re-allocate those funds to Maury gym windows (\$80,000), carpet at Dandridge Elementary (\$10,000) and plans for White Pine School (\$25,939.59). He stated there was a savings of \$5,528.84 on the carpet at Dandridge

Window Replacement – continued

Elementary. Mr. Phagan stated the county finance office had identified \$21,533.16 in reserve account 141-34555. Mr. Phagan pointed out there was still money left in that reserve account for the Rush Strong sewer plant in the amount of \$33,448.74. Mr. Phagan was asking for the board to request County Commission approval to use the \$5,528.84 saved on the carpet at Dandridge Elementary towards the gym windows at Talbott Elementary. He stated those two amounts (\$5,528.84 saved on carpet and \$21,533.16 from the reserve account) would fully fund the gym windows at Talbott Elementary.

Vice Chairman Vines made the motion to request that County Commission re-allocate the left over \$5,528.84 from the carpet at Dandridge Elementary to gym windows at Talbott Elementary. Board member Lowery seconded the motion and the motion passed 5-0.

Mr. Phagan asked the board to approve a budget amendment in order to move money from reserve account 141-34555 to the capital outlay account in order to fund the replacement of gym windows at Talbott Elementary in the amount of \$21,534.

Upon motion by Vice Chairman Vines and second by Judy Cavanah, the board voted 5-0 to approve Mr. Phagan's recommendation as stated above.

Mr. Phagan handed out information regarding the \$200,000 cuts in the budget in order to create a 2016-2017 capital improvements fund. The information included an explanation of consequences in making the cuts. He briefly went over the need for the two positions cut (lead custodian and receiving personnel) in regards to internal control. Mr. Phagan provided the board with the statute, copy of the presentation he had received and pertinent parts of the audit report where it talked about internal control deficiencies. He pointed out this was something that needed to be done in the future. Mr. Vines requested that this be discussed at the next work session. Mr. Phagan went over the usage of fuel for the last two years and how they were able to cut fuel in the budget. He stated the transportation department was well protected.

Mr. Phagan went over issues with the JCHS baseball stadium that had been previously discussed. He gave each board member a copy of the structural assessment done in March 2014 by Walter Carl Taylor. He read a sentence from the report stating, "While not as urgent as the Level 1 issues identified for the JCHS Football Stadium, the JCHS Baseball Stadium issues should be addressed promptly." Mr. Phagan stated the structural engineer had told

JCBOE

May 19, 2016

Page Seven

him that work needed to begin on the stadium in the next 3-5 years. He reminded the board that the baseball lights had been refurbished. He commented that a plan should be started in the next year to address the baseball stadium.

Each board member received a copy of a letter from Steve Wolfenbarger, regarding safety issues with the JCHS football lights. Mr. Phagan stated that approximately \$25,000 had already been spent to keep the lights in operation. He stated the electrical issues (\$70,000) have to be addressed in order to have lights this fall. He further stated the poles were 40 years old and should also be replaced. He went over a repair/refurbish price list (\$132,000-\$177,000) with a 1 year material/labor warranty compared to a purchase price list (\$185,000-\$210,000) with a 25 year material/labor warranty.

Mr. Phagan updated the board on the status of the Rush Strong School sewer plant, windows for the gym at Maury Middle, Jefferson Elementary, Piedmont and Talbott, and electrical for the football stadium lights in the amount of \$70,000. He went over the capital improvement plan which included classroom windows for Piedmont Elementary, football stadium lights up to \$130,000 from the capital outlay budget to purchase new lights and poles, Rush Strong sewer plant, and JCHS Baseball Stadium. (see attached)

Board member Bradley requested that the football lights at JCHS be postponed for further discussion. Chairman Jarnigan set a called meeting for Thursday, May 26, 2016 at 4:00 p.m. at the central office.

Mr. Phagan updated the board on paving at JCHS. He reported there was \$368,000 back from the retainage account, \$115,000 left from the Patriot Academy, \$150,000-\$200,000 from Building 8 and JCHS for a total of approximately \$650,000 in funding. He pointed out the only available funds at this time was \$200,000. He stated the County Commission would have to act on the retainage that would come back in and funds from the Patriot Academy. Mr. Phagan commented that before paving could be bid out, the board needed to move forward with architectural plans for the paving project. He asked that the board approve a change order to the Lewis Group contract in order for them to do design work.

Board member Bradley made the motion to approve the change order to the Lewis Group in the amount of \$39,700. Vice Chairman Vines seconded the motion and the motion passed 5-0.

Dr. Edmonds updated the board on the status of the architectural agreement for the White Pine School project. He reported that the board attorney would be sending a report to him in the morning and he would forward the information to board members.

Board member Bradley requested that the architectural agreement for the White Pine School project be added on the agenda for the next meeting.

ADJOURN

With no further business, the meeting was adjourned at 8:40 p.m.

Bill Jarnigan, Chairman

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

Date

Date