

September 21, 2017

McMinn County Board of Education
Regular Session Meeting
Thursday, September 21, 2017

The McMinn County Board of Education met at 5:00 p.m. immediately prior to the regular session meeting to review the 2017 Director of Schools' Evaluation.

The McMinn County Board of Education met in regular session on Thursday, September 21, 2017 at the McMinn County Center for Educational Excellence at 5:30 p.m.

Chairman Howard called the meeting to order and asked for the roll call.

ROLL CALL

PRESENT	ABSENT
Denise Cunningham	
Mike Cochran	
Tony Allman	
Joe Coleman	
Rob Shamblin	
Melinda King	
Donna Cagle	
Sharon Brown	
Mike Lowry	
Chairman Quinten Howard	

WELCOME

Chairman Howard welcomed everyone to tonight's meeting.

PLEDGE OF ALLEGIANCE

Board Member, Mr. Rob Shamblin, led the Pledge of Allegiance.

AGENDA

Chairman Howard asked for a motion to approve the agenda for tonight's meeting. A motion to approve was made by Mike Lowry, seconded by Joe Coleman. A voice vote was recorded. Motion carried by unanimous vote. Chairman Howard stated this sets the order for tonight's meeting.

1. GUESTS

a. Volunteer of the Month- Niota Elementary School

Mr. Blevins said the recipient of this month's Volunteer Award could not be present and stated we would postpone this recognition until the October meeting.

b. McMinn Career Technical Center Student Recognition- Dillon Givens

Ms. Brittany Davis, Agriculture Teacher, recognized student Dillon Givens on his recent achievement of being named as one of the top four finalists in the Fruit Production National Award and will compete at the National FFA Convention to be held in October. Ms. Davis stated that Dillon was very involved with his parent's farm which contributed to his achievements. Ms. Davis stated, if selected, Dillon could win a trip to Europe to see other farmlands and agriculture settings. CTE Supervisor, Ms. Elizabeth Pierce-Oswalt commended the agricultural department and Ms. Davis for the great work they are doing in the classroom and to Dillon, for his hard work and dedication.

Mr. Blevins recognized Dillon's parents; Hayley and Randy Givens who are both employees of the school system and were present tonight.

c. Introduction of New Teachers for 2017/18 SY

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Mr. Blevins introduced new professional employees hired for this school year to the school board. (A complete list of new teachers was provided under item 3b.)

2. REGULAR CONSENT AGENDA

a. Minutes- Regular Monthly Session Meeting- August 10, 2017

b. Salary Supplements

NAME	Date	ACCOUNT	TITLE	AMOUNT
Mason, Sam	9/1/2017	MCHS	Mechanic	100.00
Murray, Mary	9/5/2017	Spec. Ed	Bus Driver	40.00
Norwood, Marcy	8/11/2017	Spec. Ed	Bus Driver	40.00
Norwood, Marcy	8/18,22-25/17	Spec. Ed	Bus Driver	200.00
Strickland, Marvin	9/1/2017	MCHS	Bus Driver	100.00

c. Budget Amendments

FEDERAL PROJECTS #142, IDEA DISCRETIONARY #890

To enter the budget for IDEA Discretionary SPDG Grant for FY 17/18

FEDERAL PROJECTS #142, IDEA DISCRETIONARY #891

To enter the budget for IDEA Discretionary Grant for FY 17/18

GENERAL PURPOSE SCHOOL FUND #141

To budget funds for items entered in reserve for encumbrances prior year. These were purchase orders issued in FY 2016/17 that will be completed in FY 2017/18

GENERAL PURPOSE SCHOOL FUND #141

To enter budget for the Safe Schools Grant for FY 2017/18

GENERAL PURPOSE SCHOOL FUND #141

To enter FY 2017/18 Pathways to Prosperity Budget

GENERAL PURPOSE SCHOOL FUND #141

To amend the budget for the Coordinated School Health Grant for FY 2017/18

GENERAL PURPOSE SCHOOL FUND #141

To amend the current Pre-K budget in order to be the same as the FY 2017/18 ePlan document.

GENERAL PURPOSE SCHOOL FUND #141

To enter budget for the Read to be Ready Coaching Network Grant for FY 17/18

d. Bids and Purchases

McMinn County High School requests to rent a copier/fax machine for \$231.45/mos. For a 60 month lease at a rate of \$.01 for black/white copies and \$.06 for color copies. This lease agreement is with Bealer Impression Products.

e. Fundraiser Requests

Middle School Softball (West) requests to sell signs for the field and sell concession stand items. Monies raised will be used to purchase uniforms and equipment.

McMinn County High School and Central High School request to sell jewelry with school logos to fund trip to Costa Rica.

f. Surplus Equipment

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A list of equipment requested to be declared as surplus was submitted for approval by the following schools:

E.K. Baker Elementary School- old computer monitors, keyboards, and towers and a computer printer
 Central High School- old computer printer and desktop computer

The computer equipment listed above is valued under \$250 and no longer in working condition. Items will be either trashed or used for recycling of parts.

McMinn Career Technical Center- Old Bridgeport mill and Lathe

These items are being replaced with new equipment and valued at over \$250. Upon approval, items will be sold on GovDeals.com.

g. Revised Teacher Salary Schedule-2017/18 SY

	4	5	5	6	7	8
EXP.	B.S.	M.S.	M.S.	M.S. + 45	E.D.S.	DR.
		<i>Hired before 07/01/14 or degree awarded prior to 12/01/14</i>	<i>Hired after 07/01/14 or degree awarded after 12/01/14</i>	<i>Hired before 07/01/14 or degree awarded prior to 07/01/14</i>		
0	37,730	43,228	42,984	46,191	47,061	50,003
1	39,000	44,614	44,254	47,582	48,422	51,363
2	39,135	44,750	44,390	47,717	48,561	51,443
3	39,287	44,901	44,541	47,868	48,710	51,650
4	39,755	45,661	45,009	48,586	49,458	52,477
5	40,165	46,236	45,944	49,179	49,972	52,968
6	40,884	47,053	46,663	50,003	50,831	53,843
7	41,317	47,627	47,096	50,540	51,413	54,373
8	41,744	48,182	47,525	51,068	51,974	54,939
9	42,434	48,981	48,213	51,913	52,796	55,779
10	42,851	49,505	49,156	52,458	53,323	56,298
11	43,340	50,053	49,646	53,047	53,838	56,844
12	44,060	50,817	50,366	53,790	54,686	57,684
13	44,502	51,401	50,806	54,383	55,215	58,252
14	44,964	51,968	51,269	54,895	55,766	58,742
15	45,704	52,785	52,534	55,723	56,587	59,593
16	45,796	52,841	52,627	55,837	56,768	59,686
17	45,900	52,919	52,731	55,971	56,976	59,796
18	45,991	53,078	52,821	56,014	57,219	59,886
19	46,415	53,507	53,245	56,448	57,485	60,237
20	46,827	53,916	53,657	56,862	57,727	60,729

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A revised salary schedule was submitted for approval due to a miscalculation in the salary level of a teacher with an E.Ds. and 16 years of experience. The correct salary level is \$56,768.

h. Revised Academic Supplement Schedule-2017/18 SY

Revisions were made to include the 15% supplement increase to several supplements. The following schedule was presented for approval.

POSITION

Assistant Director	\$8,742
Principal	\$4,753
Guidance Director	\$5,542
Band Director	\$5,542
Asst. Band Director	\$2,059
Academic Coach	\$1,585
Asst. Secondary Principal	a. \$7,564 b. \$2,376
Asst. Elementary Principal	a. \$1,386 b. \$2,376
Lead Teacher - ESL	\$1,742
Administrative Assistant	\$3,157
National Board Certified Personnel	\$1,000

i. Athletic Supplements -2017/18 SY

The following schedule of athletic supplements, Appendix D, was submitted for approval for the 2017/18 SY. The salary schedule includes a 15% increase from the 2016/17 schedule.

POSITION	2017-18
1. Athletic Director	\$5,542
2. Head Baseball	\$5,456
3. Assistant Baseball	\$2,059
4. Head Basketball	\$6,177
5. Assistant Basketball	\$3,326
6. Bowling	\$2,059
7. Cheerleader Sponsor	\$2,218
8. Cross Country	\$2,059
9. Head Football	\$6,498
10. Assistant Football	\$3,326

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11. Golf		\$2,059	
12. Head Soccer		\$3,010	
13. Assistant Soccer		\$2,059	
14. Softball		\$5,456	
Asst. Softball approved 2/12/15		\$2,059	
15. Tennis		\$3,010	
16. Head Track		\$3,010	
17. Assistant Track		\$2,059	
18. Volleyball		\$3,010	
19. Head Wrestling		\$3,010	
20. Assistant Wrestling		\$2,059	
21. Elementary Coach	a.	\$1,392	Basketball (Boys)
	b.	\$1,392	Basketball (Girls)
22. Elementary Coach	a.	\$805	Baseball
	b.	\$805	Softball
	c.	\$805	Golf
(approved 10/6/16)	d.	\$805	Wrestling
23. Elementary Cheerleader Coach		\$389	

j. MOU-Cherokee Health Services

This MOU is between McMinn County Schools and Cherokee Health Services for the purpose of establishing behavioral health services provided in the school setting at the following locations: Englewood, Riceville, and Mountain View Elementary Schools along with McMinn Central High School. The contract period is July 1, 2017 through June 30, 2020.

k. MOU- Restoration Counseling

This MOU is between Restoration Counseling and McMinn County School for the purpose of establishing health services provided in the school setting at the following locations: Niota Elementary School and McMinn County High School. The contract period is July 1, 2017 through June 30, 2020.

l. MOU- Mental Health Cooperative

This MOU is between Mental Health Cooperative and McMinn County Schools for the purpose of establishing behavioral health services provided in the school setting at the following locations: Calhoun, E.K. Baker, and Rogers Creek Elementary Schools. The contract period is July 1, 2017 through June 30, 2020.

m. MOU- Lee University School of Nursing

This school affiliation agreement is between McMinn County Schools and Lee University School of Nursing to assist in the provision of clinical learning experience. The initial term of the agreement shall be five years and shall renew automatically for successive one year periods unless terminated by either party. Agreement effective with the 2017/18 school year.

n. MOU-UT Martin

This Memorandum of Understanding establishes a plan whereby eligible students from McMinn County High School will take courses listed as currently active and authorized Dual Enrollment courses. Courses will be taught by the UT Martin Campus, during the fall term. These college

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courses are offered with the intent of providing instruction for advanced and high achievement students who are enrolled in high school Agriculture program. Courses will also be applied to meet high school graduation requirements.

o. 2017/18 Auditing Contract/Internal Schools

This agreement is between McMinn County Schools and HG & A Associates of Knoxville for the purpose of auditing McMinn County internal school funds. This contract to audit accounts is for the period of July 1, 2017 through June 30, 2018. The fee for services provided is \$13,750.

p. 2017/18 Textbook Committee

Section III-Science
Adoption Cycle-June 1, 2018-June 30, 2025

School	Teacher
Calhoun	Summer Keylon
E.K. Baker	Tatum billings
Englewood	Karen Baker
Mountain View	Diana Bowman
Niota	Becky Casteel
Riceville	Amy Vaughn
Rogers Creek	Teresa Tallent
Central H.S.	Amy Masengil
McMinn County H.S.	Cindy Moses

q. Clinical Agreement-Starr Regional Medical Center

This agreement is between McMinn County Schools and Starr Regional Medical Center. This agreement is to provide observational experience for students enrolled in the Clinical Internship program. The terms of the agreement shall be five years. Agreement effective with the 2017/18 SY.

Chairman Howard asked for any items to be pulled from the regular consent agenda. There were none. Mr. Blevins recommended the regular consent agenda for approval. A motion to accept was made by Rob Shamblyn, seconded by Joe Coleman. A voice vote was recorded. Motion carried by unanimous vote.

3. PERSONNEL

a. Personnel Actions

PROFESSIONALS					
Last Name	First Name	Assignment	Action	Location	Effective
Rucker	Patrick	Teacher	Resign	MCHS	8/18/2017
Davis	Brittnie	Teacher	Hire	Niota	9/5/2017
Sneed	Rebecca	Teacher	Resign	MCTC	9/19/2017
ESP					
Myers	Gary	Aide	Niota	Resign	8/24/2017
Edgemon	Elizabeth	Cook	Riceville	Resign	8/1/2017
Hardy	Sabrina	Aide	Riceville	Resign	8/18/2017
Watson	Jane	Bus Driver		Resign	8/23/2017
Harris	Heather	Cook	Riceville	Hire	8/31/2017
Tallent	Sarah	Aide	Riceville	Hire	
McMullen	Katie	Bus Driver		Hire	9/6/2017
LEAVE OF ABSENCE					
Last Name	First Name	ASSIGNMENT	Location	Beginning	Ending Date
Casteel	Mindy	Teacher	CHS	11/20/2017	1/22/2018

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Collins	Heidi	Teacher	ENG	1/6/2018	4/9/2018
Felker	Josh	Teacher	CHS	9/11/2017	9/22/2017
Mays	Lisa	Secretary	MCHS	7/24/2017	8/21/2017
Oines	Sheila	Secretary	Bus Barn	7/24/2017	8/21/2017
Rollo	Amanda	Teacher	RCVLE	1/3/2018	5/2/2018
Whitener	Katelyn	Teacher	CHS	8/1/2017	12/31/2017
Yanculeff	Crystal	Teacher	RCVLE	8/10/2017	8/24/2017

Chairman Howard stated the following personnel actions were provided for the board's information only and required no action.

b. 2017/18 New Teachers

Mr. Blevins introduced new teachers for the 2017/18 school year under the Guest portion of tonight's agenda.

LOCATION	LAST NAME	FIRST NAME	POSITION
EKB	Barnett	Adrienne	1st Grade
ROG CRK	Barnett	Emma	2nd Grade
MCHS	Boatman	Corey	Sped Teacher
Niota	Brown	Hollie	ELL
MVS	Cass	Macy	5th Grade/Math
RCVLE	Cate	Kayla	PreK
EKB	Conner	Cullen	4th Grade/ELA/SS
MCHS	Cowart	Taylor	PE
Niota	Davis	Brittnie	Kindergarten
MCTC	Davis-Ledford	Doretha	Cosmetology
MCTC	Essex	Israel	CAD
CAL	Freeman	Sarah	4th Grade
MVS	Garcia	Victoria	4th Grade/ELA
MCTC	Gentry	Allan	Mechatronics
RCVLE	Harris	Niala	5-6 SS
ROG CRK	Lee	Celia	Title Teacher
MCHS	Leverett	Ashley	Chemistry
NIOTA	McMahan	Jessica	6th Grade
Niota	Millsaps	Trish	2nd Grade
MCHS	Moses	Jenna	Guidance
MCHS	Moss	Scott	Math Teacher
CHS	Quintard	Barbara	Spanish
EKB	Raffield	Heather	3rd Grade ELA/SS
MCHS	Roberts	Jake	SS Teacher
RCVLE	Roberts	Jessica	Sped Teacher
MCHS	Rucker	Ariana	ELL Interventionist
MCHS	Rutkowski	Matthew	Art Teacher
MCTE	Shaver	Angela	Ag. Teacher
MCTE	Shaver	Scott	Ag. Teacher
Roving	Shamblin	Erica	Rov. VP Eleme
MVS	Woody	Christian	7th ELA
MVS	Woody	Enchanti	PreK
MVS	Young	Madison	1st grade

c. 2017/18 ESP

Mr. Blevins stated the following Education Support Personnel were hired with our school system in the capacities listed for the 2017/18 SY.

LAST NAME	FIRST NAME	LOCATION	POSITION
AMMONS	MISSY	RICEVILLE	PT TITLE AIDE
ARWOOD	KERRY	NIOTA	PREK AIDE
BARNETT	CATELYN	NIOTA	TITLE AIDE
BURNS	MARVIN	CENTRAL HIGH	10 MONTH CUSTODIAN
CARROLL	JANICE	NIOTA	PT SECRETARY
COOLEY	TABITHA	MT VIEW	PRE K AIDE
EATON	EDDIE	NIOTA	CAFÉ MONITOR
EATON	LINDA	NIOTA	CAFÉ MONITOR
EDDINGTON	JEFF	MT VIEW	PT CUSTODIAN
ELLER	MICHELLE	MCMINN HIGH	SPED AIDE
FASIG	ABRIANNE	ENGLEWOOD	TITLE AIDE
GAMBLE	SHAW	NIOTA	SPED AIDE
HANNAH	CHRISTY	RICEVILLE	SPEECH LANGUAGE
HARRIS	HEATHER	RICEVILLE	PT COOK
HUFFMAN	SHIRLEY	ANNEX	BUS DRIVER
INGHAM	SARAH	ROGERS CREEK	TITLE AIDE
JENNINGS	KATHY	ANNEX	BUS DRIVER
MCBEE	CEANTRA	NIOTA	TITLE AIDE
MCMULLEN	KATIE	ANNEX	BUS DRIVER
MORRIS	JEANENE	NIOTA	PT LIBRARY AIDE
PARKER	LINDSAY	MCMINN HIGH	SPED AIDE
PRICE	CODY	ENGLEWOOD	10 MOS CUSTODIAN
ROBERTS	SHELBY	CENTER	PT SECRETARY
SCOTT	YVONNE	MCMINN HIGH	PT COOK
SMITH	WILMA	CALHOUN	CAFÉ MONITOR
SMITH	LAURA	MT VIEW	PRE K AIDE
STEPHENS	SARAH	EK BAKER	K-3 AIDE
STEWART	JOHNNY	RICEVILLE	PT TITLE AIDE
TALLENT	SARAH	RICEVILLE	AIDE
TORBETT	FREIDA	NIOTA	SPED AIDE
WADE	TARA	MT VIEW	TITLE AIDE/TEACHER
WATT	ANDREA	MT VIEW	TITLE AIDE
WEST	NINA SUSIE	ANNEX	BUS DRIVER
WILCOX	DESTINY	CENTRAL HIGH	AIDE/NURSE-GP SPED
WISEMAN	TIFFANY	EK BAKER	TITLE AIDE

4. COMMUNICATIONS

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a. TSBA Convention/Leadership Conference- November 2-5, 2017

Chairman Howard informed board members of the upcoming TSBA Leadership Conference and Annual Convention. Chairman Howard stated the last date to make changes to your registration would be Thursday, September 28, 2017.

b. Change Order- MCTC Restroom Renovation Project

c. Change Order- Englewood Restroom Renovation Project

Mr. Blevins asked to vote to approve items 4b and 4c with one vote. Mr. Blevins said the change order to the MCTC Restroom project was returning \$750 to the system and with the Englewood Restroom project, \$9,750 would be returning to the system. Mr. Blevins stated he was proud to present these two projects coming in under the budgeted amount. Mr. Blevins recommended for approval the two change orders necessary to ratify the existing project contracts. Sharon Brown made a motion to accept, seconded by Tony Allman. Chairman Howard asked for further discussion. A voice vote was recorded. Motion carried by unanimous vote.

d. Field Trip- Out of State/Overnight Trip

Mr. Blevins stated this request comes from the McMinn FFA Chapter for permission to travel and attend the National FFA Convention in Indianapolis, IN October 24-28, 2017. With this being both an overnight and out of state trip, Mr. Blevins stated this does require board approval. Mr. Blevins recommended the approval followed by a motion to accept from Mike Lowry. The motion was seconded by Rob Shamblin. Chairman Howard asked for further discussion. A voice vote was recorded. Motion carried by unanimous vote.

e. Children's Internet Protection Act- Jill Pierce, Chief Technology Officer

Jill Pierce, Chief Technology Officer, said filtering of internet content for students in our school system is required by federal law under the Children's Internet Protection Act (CIPA). Ms. Pierce further stated that by complying with federal law, this information must be covered in our Acceptable Use Procedure which is signed by all parents, employees, and board members. Ms. Pierce said in order to receive E-Rate funding which provides discounts with our internet and telephone bills, we must evaluate our policy and procedures annually to enforce the law and equip our system with the technology to do so. By receiving E-rate funding, Ms. Pierce stated we only pay approximately \$95,000 of the \$1 million dollars the system is billed for internet and telephone services. Ms. Pierce said this information was being relayed to the board as a reminder of the requirements and the procedures involved.

f. Additional Supplements

Mr. Blevins reminded the board that several months ago, we began expanding our middle school sports offerings. Mr. Blevins stated we began by incorporating middle school baseball, golf, and wrestling. He further stated in the budget process for this school year, the board approved increasing the athletic supplements which also included funding for the addition of middle school supplements. Mr. Blevins stated he was approached to also include a drama/chorus supplement at the high school for the many productions that occur annually. He reminded the board of the money for these additions were included in the budgeted amount approved by the board but being new supplements, required board action. Mr. Blevins presented and requested the board approve the following additional supplements.

Elementary Cross Country (East and West)	\$805 x 2
Elementary Tennis (East and West)	\$805 x 2
Drama/Chorus Supplement	\$1378.

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Chairman Howard asked for a motion to approve Director Blevins' recommendation. A motion to approve was made by Sharon Brown, seconded by Melinda King. Chairman Howard asked for further discussion. A voice vote was recorded. Motion carried unanimously.

5. REPORTS

a. Review Policy Section 1

Chairman Howard asked the board to review this section in the policy manual and to report any questions or comments to policy chairman, Ms. Sharon Brown.

6. DIRECTOR OF SCHOOL'S REPORT

Mr. Blevins said this weekend, McMinn County Schools along with Athens City Schools would be sponsoring a "Let's Read 20" kick off on Saturday, September 23 at the Market Park Pavilion beginning at 10 a.m.

Mr. Blevins said on September 27, 2017, McMinn County Students would be involved in the McMinn County Education Foundation's Career Day at the Armory and invited board members to also attend this great event.

Mr. Blevins stated that he along with principals and supervisors would be attending the State LEAD Conference October 15-17, 2017 which is the premier education conference hosted by the State Department. He also reminded the board of Fall Break would be October 9-13, 2017.

Mr. Blevins said there are several policies requiring review thus the need to have a policy committee meeting before the October 19 regular session meeting. He suggested to begin at 4:30 p.m. to allow plenty of time for the number of policies presented. Mr. Blevins asked the board to come prepared at the November meeting to have a new school board picture taken as this will be our Board of Distinction Evaluation.

7. PRAISES AND COMPLIMENTS

Tony Allman said he attended Grandparent's Day at E.K. Baker and said the school really looked good.

Sharon Brown said she also attended Grandparent's Day at both Riceville and Englewood Schools and that she really enjoyed the events which were also in conjunct with the school book fair.

8. CHAIRMAN'S COMMENTS

a. Election of Chairman and Vice Chairman

Chairman Howard shared with the board that he does not want to continue the position of Board Chairman. He stated he felt as though it was time for him to step aside and opened up the floor for a nomination for Board Chairman. Donna Cagle nominated to elect Sharon Brown as Chairman. Chairman Howard asked for other nominations. Chairman Howard asked for a motion to elect Ms. Brown as Chairman. A motion to accept was made by Mike Lowry, seconded by Melinda King. A voice vote was recorded. Motion carried unanimously. Ms. Brown said she and Chairman Howard has discussed this change for some time and that her heart is with the school system and will strive to continue to make it the best it can be. She expressed her appreciation to the board for their vote of confidence.

Chairman Howard asked for nominations for the position of Vice Chairman. Sharon Brown nominated Quinten Howard for the position. Chairman Howard asked for further nominations.

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A motion to accept was made by Rob Shamblin, seconded by Mike Lowry. A voice vote was taken. Motion carried by unanimous vote.

Chairman Howard said at our November regular session meeting, we would be having our board evaluation as required to continue our TSBA Board of Distinction status. Mr. Howard stated we would also need to review our Five Year Plan.

Chairman Howard informed the board that in conjunct with the TSBA Convention, Utrust, our unemployment compensation company, is sponsoring a membership dinner cruise and that any board member who would like to attend must inform Ms. Bivens by Thursday, September 28. Chairman Howard stated that if a board member signs up and doesn't attend, they will be responsible for the costs associated.

Chairman Howard informed the board of the next regular session meeting to be held on Thursday, October 19, 2017 at 5:30 p.m. with a policy committee meeting to be held immediately prior at 4:30 p.m.

Chairman Howard thanked everyone for their support during his tenure as board chairman. Mr. Howard said he most recently held the position since 2012 and that he has thoroughly enjoyed serving in this capacity.

Mr. Howard entertained a motion to adjourn made by Mike Lowry, seconded by Donna Cagle. A voice vote was recorded. Motion carried unanimously.

Meeting adjourned.

Chairman's Signature

Director of School's Signature