

December 8, 2016

McMinn County Board of Education In Regular Monthly Session December 8, 2016

The McMinn County Board of Education met in regular monthly session on Thursday December 8, 2016 at 5:30 p.m. at the Center for Educational Excellence.

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

ROLL CALL

PRESENT	ABSENT
Tony Allman	Joe Coleman
Donna Cagle	Johnna Hampton
Sharon Brown	
Melinda King	
Mike Lowry	
Mike Cochran	
Quinten Howard, Chairman	

PLEDGE OF ALLEGIANCE

Board Member Tony Allman led the Pledge of Allegiance.

AGENDA

1. GUESTS

- a. Volunteer of the Month- Central High School
- b. Youth Volunteer Award Winners
- c. Bill McConkey, Central High School Science Department

2. REGULAR CONSENT AGENDA

- a. Minutes- Regular Monthly Session Meeting-November 10, 2016
- b. Salary Supplements
- c. Bids and Purchases
- d. Fundraisers
- e. Clinical Affiliation Agreement- Starr Regional Medical Center
- f. 2017/18 School Calendar

2A. UPDATED CONSENT AGENDA

- a. Salary Supplements
- b. Surplus Equipment

3. PERSONNEL

- a. Personnel Actions

4. COMMUNICATIONS

- a. Teacher of the Year Luncheon- January 11, 2017 at 11:00 a.m. (*Tentative*)

5. REPORTS

6. DIRECTOR OF SCHOOL'S REPORT

7. PRAISES & COMPLIMENTS

8. CHAIRMAN'S COMMENTS

- a. Acknowledgement of Resignation of Board Member, Larry Cantrell
- b. Regular session meeting: Thursday, January 12, 2017
McMinn County Center for Educational Excellence

ADJOURN

APPROVE AGENDA

Chairman Howard asked for a motion to approve tonight's meeting agenda. A motion to approve was made by Sharon Brown, seconded by Donna Cagle. A voice vote was recorded. Motion carried by unanimous vote.

1. GUESTS

- a. Volunteer of the Month- McMinn Central High School

Central High School Principal, Dr. Lori Hutchinson, recognized Mr. Tim Trotter as this month's Volunteer of the Month. Dr. Hutchinson said Tim was also the recipient of the school's Volunteer of the Year Award and would have his name placed on a school plaque to be hung at the school. Dr. Hutchinson said Tim gave so much of himself to Central High School and doesn't have a child still attending there. She said he gives up his Tuesday and Friday nights to come to the school to be the "Voice of the Chargers" at their sporting events. Dr. Hutchinson presented him a certificate of appreciation and thanked him for his volunteer efforts.

b. Youth Volunteer Award Winners

Ms. Norma Barham, School Health Coordinator, recognized the Stars Volunteer Award sponsored by the United Way of McMinn County. Ms. Barham said the award recognizes one student from each high school for their community and volunteer involvement. Ms. Barham recognized Nicole Harris from Central High School and Rachel Dickey from McMinn County High School. Ms. Barham said Miss Harris was unable to be present this evening and then presented Rachel a plaque of appreciation. Ms. Barham stated Rachel Dickey was selected by the award's committee to represent McMinn County and be honored by the Governor at a meeting in Nashville later in the year. Both students were praised for maintaining a 4.0 GPA while being active in the community.

c. Bill McConkey, Central High School Science Department

Mr. McConkey, Science Teacher at Central High School, shared with the board a short presentation of the upcoming event "The Great American Eclipse" which is the first total eclipse seen in America in over 500 years. Mr. McConkey said the event will take place on August 21, 2017 with the high school in the direct path for total eclipse viewing. Mr. McConkey said he is asking the board for their blessing to reach out to local universities, chambers of commerce, and to the local elementary students to get them involved in such an event. He said the total eclipse covers about 60 miles and that Central High School is in the direct path for viewing. Mr. McConkey asked the board's blessing to begin setting up a program at the local elementary schools for some of his students to reach out to them and train them on the event and to also begin the planning process by inviting some of our universities and community partners to participate. Central High School students Carolina Davis and Callie Stewart with shared a power point presentation with the board and gave a quick overview of how they would like to promote the event. Board Member Mike Lowry made a motion to approve their efforts, seconded by Sharon Brown. Mr. Blevins said he also approved the scheduled events and gave his recommendation for approval. A voice vote was recorded. Motion carried by unanimous vote.

2. REGULAR CONSENT AGENDA

a. Minutes- Regular Monthly Session Meeting- November 10, 2016

b. Salary Supplements

NAME	Date	ACCOUNT	TITLE	AMOUNT
Armstrong, Terry	10/20/2016	Pre-K	Bus Driver	60.00
Armstrong, Terry	9/28/2016	MCBOE	Bus Driver	60.00
Armstrong, Terry	10/7/2016	RCVL	Bus Driver	60.00
Armstrong, Terry	11/4/2016	RCVL	Bus Driver	40.00
Armstrong, Terry	11/21/2016	RCVL	Bus Driver	40.00
Baines, Tabatha	10/31,11/1-3,7,9,14-18,21/2016	Spec. Ed.	Bus Driver	240.00
Brogan, Greg	10/7/2016	RCVL	Bus Driver	60.00
Carmley, Carolin	11/16,21/2016	Spec. Ed.	Bus Driver	40.00
Carter, Brent	11/12/2016	MCTC	Mechanic	100.00
Carter, Brent	11/22/2016	Rog. Crk.	Bus Driver	60.00
Cook, Buck	10/20/2016	ENG	Bus Driver	60.00
Cook, Buck	11/22/2016	ENG	Bus Driver	60.00
Derrick, Kathy	11/2/2016	MVS	Bus Driver	60.00
Derrick, Kathy	11/7/2016	MVS	Bus Driver	60.00
Derrick, Kathy	11/14/2016	ENG	Bus Driver	60.00
Derrick, Kathy	11/22/2016	ENG	Bus Driver	60.00
Eddington, Jeff	8/26/2016	CHS	Teacher/Bus Driver	50.00
Eddington, Jeff	9/2/2016	CHS	Teacher/Bus Driver	50.00
Eddington, Jeff	10/1/2016	CHS	Teacher/Bus Driver	100.00

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Eddington, Jeff	10/14/2016	CHS	Teacher/Bus Driver	50.00
Eddington, Jeff	10/28/2016	CHS	Teacher/Bus Driver	50.00
Eddington, Jeff	10/29/2016	CHS	Teacher/Bus Driver	100.00
Eddington, Jeff	11/4/2016	CHS	Teacher/Bus Driver	50.00
Ghorley, Betty	11/7/2016	MVS	Bus Driver	60.00
Ghorley, Betty	11/14/2016	ENG	Bus Driver	60.00
Ghorley, Betty	11/21/2016	ENG	Bus Driver	60.00
Ghorley, Betty	11/22/2016	ENG	Bus Driver	60.00
Givens, Kathie	10/27-28,31,11/1-4,7,9-11,14-18,21,22/2016	Spec. Ed.	Bus Driver	720.00
Givens, Kathie	11/4/2016	Spec. Ed.	Bus Driver	40.00
Mason, Sam	11/4/2016	MCHS	Mechanic	75.00
Mason, Sam	10/29/2016	MCHS	Mechanic	100.00
McDonald, Tommy	10/27/2016	Pre-K	Bus Driver	60.00
Melton, Pat	11/5-6/2016	Calhoun	Café Mgr.	167.76
Miller, Dennis	11/7/2016	MVS	Bus Driver	60.00
Morgan, William	11/22/2016	ENG	Mechanic	60.00
Moss, Lisa	11/7/2016	Spec. Ed.	Bus Driver	60.00
Moss, Lisa	11/2/2016	Spec. Ed.	Bus Driver	60.00
Moss, Lisa	10/24-28,31, 11/1-4,7-8/2016	Spec. Ed.	Bus Driver	240.00
Murray, Mary	11/21/2016	Spec. Ed.	Bus Driver	60.00
Murray, Mary	11/16/2016	Spec. Ed.	Bus Driver	60.00
Murray, Mary	10/24-28,31, 11/1-4,7,9-11,14-15,17-18,22/2016	Spec. Ed.	Bus Driver	380.00
Newman, Jeannie	10/24/2016	EKB	Bus Driver	40.00
Newman, Jeannie	10/25/2016	EKB	Bus Driver	40.00
Niane, Mary	11/11,14-18, 2016	Spec. Ed.	Bus Driver	120.00
Niane, Mary	10/24-28,11/1-2,7-8,10-11,14-18,21/2016 10/26,27(.5day) 28,31, 11/1-4,7,9-11,14-18,21-23/2016	Spec. Ed.	Bus Driver	340.00
Norwood, Marcy	10/26/2016	Spec. Ed.	Bus Driver	780.00
Passmore, Bill	11/9/2016	Calhoun	Bus Driver	40.00
Passmore, Bill	10/6/2016	MCHS	Bus Driver	60.00
Pierce, Terry	10/7/2016	RCVL	Bus Driver	60.00
Rutledge, Millie	11/21/2016	RCVL	Bus Driver	60.00
Rutledge, Millie	10/22/2016	RCVL	Bus Driver	60.00
Strickland, Marvin	10/28/2016	MCHS	Bus Driver	100.00
Strickland, Marvin	10/29/2016	MCHS	Bus Driver	50.00
Strickland, Marvin	11/4/2016	MCHS	Bus Driver	100.00
Strickland, Marvin	11/4/2016	MCHS	Bus Driver	50.00
Tate, Jackie	11/2/2016	MVS	Bus Driver	60.00
Tate, Jackie	11/4/2016	MVS	Bus Driver	60.00
Tate, Jackie	11/7/2016	MVS	Bus Driver	60.00

c. Bids and Purchases

BID

Purchase of a 14 Passenger School Bus

Bid Recommendation: **\$60,213.00** (only bid submitted)

Mid-South Bus Center
3512 Bill Smith Drive
Murfreesboro, TN 37129

BID

Semi-annual Requirements for Paper and Plastic Products for the period of January 1, 2017-June 30, 2017.

(See the following bid recommendation from Colby Glass with our Maintenance Department.)

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Bid Item #2: Toilet Tissue, 2 ply, Gr. Her or = (96/500 cs)

Awarded to AVM Enterprises at \$25.33 for TP276

Reason: Lowest bid

Bid Item #9: Paper Towels, 8.25" for disp. (GP2910P or =) 6/cs

Awarded to Kel-San Inc. at \$29.70 for GP2910P

Reason: Lowest Bid after AVM Enterprises does not meet bid specifications and Southeastern Paper Group are disqualified for breach of former contracts & unable to fulfill orders in a timely manner

Bid Item #12: Paper Towel Dispenser, Automatic

Awarded to Kel-San Inc. at \$22.96 for APADS00B

Reason: Lowest Bid after Southeastern Paper Group is disqualified for breach of former contracts & unable to fulfill orders in a timely manner

Bid Item #13: Paper Towel, roll type kitchen

Awarded to AVM Enterprises at \$15.90 for Vista-Kitchen

Reason: Lowest bid

Bid Item #19: 10 oz hot/cold cups 1000/case

Awarded to Institutional Wholesale at \$22.82 for Dart 5568

Reason: Lowest bid

Bid Item #20: Trash Bags, 8 gallon, scented (.31) (12/60 cs)

Awarded to Kel-San Inc. at \$12.02 for K5303716N 6 MIC HD

Reason: Lowest bid

Bid Item #21: Trash Bags, 20-30 gal. High Density (16 mic) (250 cs)

Awarded to AVM Enterprises at \$11.76 for 30x36, .9 mil

Reason: Lowest bid

Bid Item #24: Trash Bags, 60 Gallon (1.7 mil) (100/cs)

Awarded to AVM Enterprises at \$23.73 for 1.7 mil

Reason: Lowest bid

Bid Item #25: Trash Bags, 60 gallon (1.9 mil) (100/cs)

Awarded to AVM Enterprises at 26.52 for 1.9 mil

Reason: Lowest bid

d. Fundraisers

MOUNTAIN VIEW ELEMENTARY

8th Grade students request to have a car wash, dance, and donut sale- January-April, 2017
Monies raised will be used to fund their annual 8th grade graduation trip.

MCMINN CAREER AND TECHNIAL CENTER

School requests to sell popcorn on Fridays through the months of December/January. Monies raised will be used to assist with medical and other expenses incurred by Mr. Kevin Edwards, Principal, due to his illness.

MCMINN COUNTY HIGH SCHOOL

MCHS J-Teens requests to have a "donation" box at the Senior Mister event. Donations received will be donated to the MCHS Drama Department-November 22, 2016

e. Clinical Affiliation Agreement- Starr Regional Medical Center

This agreement is between McMinn County Schools and Starr Regional Medical Center. The purpose of this agreement shall be to provide clinical experience to students enrolled in the nursing education program. The term of the agreement is for five (5) years ending October 1, 2021.

f. 2017/18 School Calendar

**MCMINN COUNTY SCHOOLS
2017-2018 CALENDAR**

8/1 OPTIONAL IN-SERVICE- Staff Report/No Students
8/2 WORKDAY-Staff Report/No Students

8/3	IN-SERVICE- <i>Staff Report/No Students</i>	
8/4	PROFESSIONAL DEVELOPMENT DAY- <i>Staff Report/No Students</i>	
8/7	IN-SERVICE- <i>Staff Report/No Students</i>	
8/8	REGISTRATION DAY – STUDENTS' FIRST DAY- <i>Staff/Students Report</i> (Abbreviated student dismissal at 10:30 A.M.) 1st MONTH BEGINS	
8/9	IN-SERVICE- <i>Staff Report/No Students</i>	
8/10	STUDENTS' 2ND DAY (Full Day) <i>Staff/Students Report</i>	
9/1	PROFESSIONAL DEVELOPMENT DAY - <i>Staff Report/No Students</i>	
9/4	LABOR DAY-SCHOOLS CLOSED	
9/5	1 st MONTH ENDS	20 DAYS
9/6	2 nd MONTH BEGINS	
10/3	2 ND MONTH ENDS	20 DAYS
10/4	3 RD MONTH BEGINS	
10/9 – 10/13	FALL BREAK – SCHOOLS CLOSED	
11/7	3 rd MONTH ENDS	20 DAYS
11/8	4 th MONTH BEGINS	
11/22 – 11/24	THANKSGIVING BREAK – SCHOOLS CLOSED	
12/8	4 th MONTH ENDS	20 DAYS
12/11	5 th MONTH BEGINS	
12/21 – 1/2	CHRISTMAS BREAK – SCHOOLS CLOSED	
1/3	WORK DAY- <i>Staff Report/No Students</i>	
1/4	STUDENTS RETURN TO SCHOOL-<i>Staff/Students Report</i>	
1/15	IN-SERVICE (<u>OPTIONAL</u>) - <i>Staff Report/No Students</i>	
1/22	5 th MONTH ENDS	20 DAYS
1/23	6 th MONTH BEGINS	
2/19	IN-SERVICE (<u>OPTIONAL</u>) – <i>Staff Report/No Students</i>	
2/20	6 th MONTH ENDS	20 DAYS
2/21	7 th MONTH BEGINS	
3/20	7 th MONTH ENDS	20 DAYS
3/21	8 th MONTH BEGINS	
3/30	GOOD FRIDAY – SCHOOLS CLOSED	
4/2-4/6	SPRING BREAK – SCHOOLS CLOSED	
4/25	8 th MONTH ENDS	20 DAYS
4/26	9 th MONTH BEGINS	
5/1	PROFESSIONAL DEVELOPMENT DAY- <i>Staff Report/No Students</i>	
5/23	STUDENTS' LAST DAY	
	9 th MONTH ENDS	20 DAYS
5/24	WORKDAY- <i>Staff Report/No Students</i>	
Parent Conference Day: (*3 hours after the end of the teacher work day)		180 days
Elementary Schools: 10/26/17 & 11/02/17		10 Vacation Days
High Schools: 10/26/17 & 01/08/18		6 In-Service Days
		3 Teacher Work Days
		<u>1 Parent/Teacher Day</u>
		200 Total Days

Chairman Howard asked for any item to be pulled from the regular consent agenda for approval. Mr. Blevins recommended the approval of the regular consent agenda and said he would like to comment on item 2f. Mr. Blevins said the 2017/18 school calendar was reviewed by our Professional Advisory Committee and recommendation from our teachers was also taken into consideration. Mr. Blevins said the committee discussed the Parent Conference Days and spent a lot of discussion on this one. He said our elementary school teachers experience more parent involvement than do our high schools. He further stated the high schools felt the need to have their second conference day in January after the first semester. Mr. Blevins said the days have been added to the calendar that was originally sent out. Donna Cagle made a motion to approve the regular consent agenda, seconded by Mike Lowry. A voice vote was recorded. Motion carried by unanimous vote.

2A. UPDATED CONSENT AGENDA

a. Salary Supplements

NAME	Date	ACCOUNT	TITLE	AMOUNT
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December 8, 2016

Armstrong, Terry	11/16/2016	MCHS	Bus Driver	60.00
Armstrong, Terry	12/5/2016	RCVLE	Bus Driver	60.00
Derrick, Kathy	12/5/2016	MVS	Bus Driver	40.00
Liner, Susan	12/7/2016	MCBOE	Bus Driver	60.00
Passmore, William	12/2/2016	MCHS	Bus Driver	60.00
Passmore, William	12/5/2016	MCBOE	Bus Driver	60.00
Rutledge, Millie	12/5/2016	MCBOE	Bus Driver	60.00
Sisk, Julie	12/6/2016	Rog. Crk	Aide/ SubBus Driver	60.00
Wheaton, Doug	12/5/2016	RCVLE	Bus Driver	60.00

b. Surplus Equipment

Equipment to be declared as surplus was submitted by our Maintenance and Transportation Department. Items include a 1990 Mazda truck, 1993 Ford Crown Victoria, hydraulic tool press, brake lathe. The Crown Victoria will be sold for scrap metal with the other items being approved to be sold on Gov Deals as they are valued over \$250.

Mr. Blevins recommended the updated consent agenda for approval. 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 by unanimous vote.

3. PERSONNEL

a. Personnel Actions

PROFESSIONALS

Last Name	First Name	Assignment	Action	Location	Effective
Burnsed	Kristin	Teacher	Hire	Calhoun	1/3/2017
Garrett	Jacob	Teacher	Resign	MCTC	12/31/2016
Kempster-Myers	Michelle	CDC Teacher	Hire	MCHS	11/21/2016

ESP

Edwards	Paige	Café Monitor	Resign	Niota	11/15/2016
Howard	Amanda	Cook	Hire	Rog. Crk	11/28/2016
Shumate	Summer	Café Monitor	Hire	Niota	11/29/2016

LEAVE OF ABSENCE

Last Name	First Name	ASSIGNMENT	Location	Beginning	Ending Date
Arnold	Sheila	Cook	MCHS	10/28/2016	12/28/2016
Davis	William	Teacher	MCHS	11/11/2016	12/31/2016
Edwards	Kevin	Principal	MCTC	11/28/2016	6/30/2017
Brooke	Stiles	Teacher Aide	MVS	1/31/2017	3/26/2017
Walker	Melanie	Teacher	CHS	11/28/2016	1/9/2017

Chairman Howard stated the list of personnel items was provided for the board's information and required no action from the board.

4. COMMUNICATIONS

a. Teacher of the Year Luncheon- January 11, 2017 at 11:00 a.m. (*Tentative*)

Mr. Blevins invited the board to join us here at the Center for this event and said it is always a great time recognizing our teachers and the good work they are doing. Mr. Blevins also mentioned that on February 14, 2017, we would be having our "Heart of our Program" luncheon that recognizes our para-professionals. He said this program is always tied to Valentine's Day.

5. REPORTS

Chairman Howard asked for any committee reports. There were none.

6. DIRECTOR OF SCHOOL'S REPORT

December 8, 2016

Mr. Blevins said our community has been greatly affected by the recent storm damage to the area. He said there have been many who have volunteered countless hours including our own, Mr. Russ Barnett. Mr. Blevins said he received a call from Mr. Barnett just after the tornado hit the area to use some of our school buses to transport the injured in the community to the hospital for treatment. He said Mr. Barnett and one other bus driver, Mr. Donald Youngs, drove the two school buses to assist our emergency personnel.

Mr. Blevins said we are also offering our families affected by the tornado meals for pick up at the McMinn County High School cafeteria through Christmas Break with area churches covering the cost of the meals.

Mr. Blevins said CHS Teachers Annette Bryant and Josh Felker along with MCHS Football Coach Bo Cagle and Softball Coach Jennifer Cagle coordinated a work day at the Dougherty Farm today. Mr. Blevins shared pictures he received of the students working on the farm to help clean up debris from the damage the farm received with the tornado. He said he had spoken to Kathy Dougherty and she expressed her appreciation to the students and teachers for their efforts. Mr. Blevins said he had also learned the Tribe Rugby team had been out in the community last weekend volunteering and helping those affected by the storm damage.

Mr. Blevins said our elementary basketball tournament will begin on Saturday, December 10, 2016 at McMinn County High School. He said the finals will be played at Calhoun gymnasium due to a scheduling conflict with the high schools.

Mr. Blevins said our big basketball game between our two high schools will be Tuesday, December 13 at McMinn beginning at 6:00 p.m.

Mr. Blevins informed the board of the students' early dismissal on Friday, December 16 at 10:30 a.m. to begin our Christmas Break. Mr. Blevins said the central office will be open on the following dates during the Christmas Break: December 19-22 and December 28-29 from 8:30-4:00 p.m.

7. PRAISES & COMPLIMENTS

Chairman Howard asked for any praises or compliments. Mike Cochran said he appreciates Mr. Blevins' work with the emergency response team during the recent storm that hit the area. Mr. Blevins also complimented Mayor Gentry for coordinating the efforts of our community to assist those in need. Chairman Howard expressed his appreciation to Russ Barnett for his involvement in the emergency efforts and asked him to relay to the other bus driver our appreciation, as well.

8. CHAIRMAN'S COMMENTS

a. Acknowledgement of Resignation of Board Member, Larry Cantrell

Chairman Howard said he, Mr. Blevins, and the board received the resignation letter from Mr. Cantrell regarding his decision to resign from the school board. Chairman Howard said the board has already accepted his resignation from the school board effective November 18, 2016 and asked this to be entered in the board minutes for record. Chairman Howard said the County Commission is in the process of appointing a new board member to fill the now vacant seat for the remainder of the term.

a. Regular session meeting: Thursday, January 12, 2017 McMinn County Center for Educational Excellence

Chairman Howard informed the board of the next regular session meeting and asked for a motion to adjourn. A motion to adjourn was made by Mike Lowry, seconded by Sharon Brown. A voice vote was recorded. Motion carried by unanimous vote.

Meeting adjourned.

Chairperson's Signature

Director of School's Signature