

July 13, 2017

McMinn County Board of Education
Regular Session Meeting
Thursday, July 13, 2017

The Budget Committee of the McMinn County Board of Education met at 4:30 p.m. prior to the regular session meeting to review and discuss the proposed 2017/18 school operating budget.

The McMinn County Board of Education met in regular session on Thursday, July 13, 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

Chairman Howard led the pledge of allegiance.

AGENDA

1. GUESTS
 - a. Volunteer of the Month- McMinn Career Technical Center
2. REGULAR CONSENT AGENDA
 - a. Regular Session Meeting Minutes- June 8, 2017,
 - b. Executive Committee Meeting Minutes- June 23, 2017
 - c. Salary Supplements
 - d. Bids and Purchases
 - e. Budget Amendments
 - f. 2017-18 Annual Board Calendar
 - g. Special Education Contract-Little Tennessee Valley Ed. Cooperative
 - h. Clinical Agreement- South College
 - i. Special Education Contract- Grace Rehabilitation Center, Inc.
 - j. Surplus Equipment
 - k. Approve Honors/AP/Dual Enrollment Course Syllabi- 2017/18 SY
 - l. Coordinated School Health Grant-2018 FY
 - m. 2017/18 High School Budgets
 - n. 2017/18 High School Fundraisers
 - o. 2017/18 Meal Pricing
 - p. 2017/18 Differentiated Pay Plan
 - q. Dual Credit Agreement-Chattanooga State Community College
 - r. TWU- Parental Permission Form-edTPA
3. PERSONNEL
 - a. Personnel Actions
 - b. 2017/18 High School Coaching List
4. COMMUNICATIONS
 - a. 2017 TSBA Legislative Conference
 - b. 2017 TSBA Fall District Meeting- September 14, 2017
Polk County High School-5:00 p.m.
5. REPORTS

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a. Committee Reports

1) 2017/18 Budget Proposal

6. DIRECTOR OF SCHOOL'S REPORT

7. PRAISES AND COMPLIMENTS

8. CHAIRMAN'S COMMENTS

a. Regular Session Meeting: Thursday, August 10, 2017

McMinn County Center for Educational Excellence

ADJOURN

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 Sharon Brown. 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- McMinn Career Technical Center

Principal Kevin Edwards recognized Ms. Susan Goodman as the recipient of this month's Volunteer of the Month award. Mr. Edwards stated Ms. Goodman was the Director of Nursing at Life Care Center of Athens and works with our nursing education students. Mr. Edwards praised Ms. Goodman for assisting the students with obtaining their CNA license and stated this past school year, 8 out of 11 students successfully obtained their license. Mr. Edwards presented Ms. Goodman with a certificate of appreciation.

2. REGULAR CONSENT AGENDA

a. Minutes- Regular Monthly Session Meeting- June 8, 2017

b. Minutes-Executive Committee Meeting- June 23, 2017

c. Salary Supplements

NAME	Date	ACCOUNT	TITLE	AMOUNT
Carter, Brent	5/28/2017	MCTC	Bus Driver	100.00
Wheaton, Doug	5/27/2017	MCTC	Bus Driver	100.00

d. BIDS AND PURCHASES

BID

Food Counters at Englewood Elementary School

Bid Recommendation to Katom Restaurant Supply (low bid): **\$33,212.04**

BID

Southeast Buying Group School Nutrition Awards for SY 2017/18

The Southeast Buying Group consisting of the following school nutrition programs/LEAs:

Athens City, Bradley County, Cleveland City, Dayton City, Etowah City, Marion County, McMinn County, Meigs County, Polk County, Rhea County and Sequatchie County, is recommending the following vendors for the award of the Southeast Buying Group Bid effective July 1, 2017 – June 30, 2018 pending SEBG Member's School Board approval.

All recommendations are low bid.

SEBG New Bids-

-Hood Cleaning- Master Blaster, Cleveland, TN Bradley County, Cleveland City, Etowah City, McMinn County, Polk County and Marion County issued a bid covering 48 school sites. Master Blaster \$16,074 Double D Piping \$21636. McMinn County SN to pay **\$3420**.

-Printing of Free/Reduced Applications, Bradley, McMinn and Meigs Counties. Awarded to **Dockins Graphics \$2,297**, Carroll Printing No Response, and Choate Printing \$3092. McMinn County SN to pay \$518.

-Beverage Bid – Awarded to **Coca Cola**, High Schools Only

SEBG Bid Renewals for one year as allowed in original bid conditions.

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These renewals are without price increases.

Bread	BBU/ Earthgrains , Cleveland, TN
Chemicals	Rayco, Inc. , Chattanooga, TN
Commodity Processing	Advance Pierre - Peanut Butter Sandwich
Commodity Processing	Bongards - Cheese Sticks
Food	IWC , Cookeville, TN
Ice Cream	Mayfield Dairy Farms
Milk	Mayfield Dairy Farms
Produce	T&T Produce , Fort Oglethorpe, Ga
Small wares	Strategic , Knoxville, TN Strategic

Bids for McMinn County School Nutrition only- Low bid and award in bold.

- Grease trap removal of waste- **Valley Proteins**, current vendor, no price increase \$1,600 annually
- Humidity Control Systems for freezer/coolers **Humitech**, Knoxville, TN, no price increase \$3760 annually
- Temperature Monitoring Systems -cooler and freezer alarms, **Temp-Alert** \$906.36 annually, Track Point \$5,280.
- Office supplies – **Award to Purkey's \$2514**, Staples \$2804.
- Pest Control for Schools and Cafeterias- Renewed with **Kirklands** at no price increase

e. BUDGET AMENDMENTS

GENERAL PURPOSE SCHOOL FUND #141

To avoid functional deficits at FY 16-17 year end closing

GENERAL PURPOSE SCHOOL FUND #141

To budget expenditures from TNCARE Reserve Funds for the program Success Maker for all McMinn County Schools and for various Special Education staff development expenses.

GENERAL PURPOSE SCHOOL FUND #141

To enter FY 2016-17 Pathways to Prosperity Budget

GENERAL PURPOSE SCHOOL FUND #141

To enter the budget for the approved Arts Student Ticket Subsidy Grant Funds for FY 16/17

GENERAL PURPOSE SCHOOL FUND #141

To amend the current budget in order to be the same as the FY 2016/17 ePlan document

GENERAL PURPOSE SCHOOL FUND #141

To amend the budget for Read to be Ready Grant Summer Grant for 16/17

GENERAL PURPOSE SCHOL FUND #141

To amend the current budget for the Lottery for Education Afterschool Program (LEAPS)
To be the same as the FY 2016/17 ePlan document.

GENERAL PURPOSE SCHOOL FUND #141, 21ST CENTRUY CLC GRANT

To amend the current budget in order to be the same as the FY 2016/17 ePlan document.

GENERAL PURPOSE SCHOOL FUND #141

To amend the current budget in order to be the same as the FY 2016/17 ePlan document.

GENERAL PUPOSE SCHOOL FUND #141

To amend the budget for Coordinated School Health Grant for FY 2016/17

f. 2017/18 Annual Board Calendar

JULY

Approve Dual Credit / AP Courses

AUGUST

Approve Student Handbooks
Approve Student fees
Approve Salary Schedules
Recognition of New Certified Teachers

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TSBA District Meeting planning
Review of Vacation Days

SEPTEMBER

Election of Chairman and V. Chairman Set Textbook Committee
Review Policy Section 1

OCTOBER

Appointment of Committees
TSBA Leadership Conference planning
TSBA Annual convention planning
Review Policy Section 2

NOVEMBER

Review Policy Section 3
Set School Calendar

DECEMBER

JANUARY

Teacher of the Year Recognition
Review Policy Section 4
Review Internet Policy

FEBRUARY

Set Graduation Dates
Review Policy Section 5.1-5.4
Legislative Breakfast

MARCH

Review Policy Section 5.4-5.903
Heart of Our Program Recognition

APRIL

SCOPE Delegate presentation
Textbook Adoption
Review Policy Section 6.1-6.405

MAY

Approve Summer School Classes
Review Policy Section 6.406-6.710

JUNE

Adopt Annual School Board Calendar
Set Board Mtg. Dates for upcoming SY
TSBA Summer Law Institute planning
Review AP Course Syllabus
Extend DOS Contract (*if applicable*)

ANNUALLY

Audit
Board and Staff Retreat
Adopt Budget
Approve Student Activity Funds
Evaluation of DOS
Granting of Tenure
Other Items as Required

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g. Special Education Contract-Little Tennessee Valley Ed. Cooperative

This contract is between Little Tennessee Valley Education Cooperative and McMinn County Schools for the provision of special education services with participation in the Assistive Technology Center for the 2017/18 school year. Payment for services shall be in the amount of \$12,195.04.

h. Clinical Agreement- South College

This agreement is between South College and McMinn County Schools to provide fieldwork experiences of students at South College in the AS in Occupational Therapy Assistant degree program.

i. Special Education Contract-Grace Rehabilitation Center, Inc.

This contract is between McMinn County Schools and Grace Rehabilitation Center, Inc. for the 2017/18 SY. This contract is for the provision of occupational and physical therapy services. The school system will be billed monthly in the amount of \$9583.33 for twelve months-not to exceed \$115,000 for the standard school year. The period of this contract will be August 1, 2017-July 31, 2018.

j. Surplus Equipment

McMinn County High School submitted a request to surplus Channel One televisions valued under \$250. The items are obsolete and will be disposed of.

k. Approve Honors/AP/Dual Enrollment Course Syllabi for 2017/18 SY

The following honors, AP, and Dual Enrollment course syllabi were submitted for approval for the 2017/18 SY:

<u>HONORS</u>	<u>ADVANCED PLACEMENT</u>	<u>DUAL ENROLLMENT</u>	<u>DUAL CREDIT</u>
English I,II,III,IV	Language/Comp	English IV	Ag. Plant Science
Algebra I,II	Literature/Comp	College Algebra	Ag. Business
Geometry	Calculus	Statistics	CAD
Biology I,II	Biology	PreCal I,II	Marketing
Chemistry I,II	Physics I,II	Chemistry	Business
Spanish I,II,III,IV	US History	Anatomy & Physiology	Health Science
Pre-Calculus	European History	Automotive Tech	Auto Tech
Nursing Education	American Government	Collision Repair	Cosmetology
Physics	Human Geography	Mechatronics I,II	Personal Finance
	Chemistry	Public Speaking	Collision Repair
		U.S. History	Machining & Milling
		Sociology/Psychology	Information Tech
		Machining & Milling	Construction
		Business	

l. Coordinated School Health Grant- FY 2018

This MOU is between the Tennessee Department of Education and McMinn County Schools for the purpose of developing and maintaining the Coordinated School Health initiative in McMinn County Schools. The grant award amount is \$131,000.

m. 2017/18 High School Budgets

Budgets for the 2017/18 school year were submitted by Central High School, McMinn County High School, and the Career and Technical Center to the school board for approval.

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n. 2017/18 High School Fundraisers

A spreadsheet of requested fundraisers for the 2017/18 school year were submitted for approval for fundraising efforts by clubs, athletic teams, and general classrooms. These were submitted by McMinn County and Central High Schools along with the Career and Technical Center.

o. 2017/18 Meal Pricing

Meal pricing for the 2017/18 school year was submitted for approval as follows:

PreK-12 Breakfast	no charge
Adult Breakfast	\$2.10
PreK-8 Lunch	no charge
Second meal	\$3.50
9-12 Lunch	\$2.75
Second meal	\$3.50
Reduced Lunch	\$0.40
Teacher Lunch all schools	\$3.50
Visitor Lunch all schools	\$5.00
Extra milk	\$0.50

p. 2017/18 Differentiated Pay Plan

MCMINN COUNTY--540					
2017-18 Differentiated Pay Plan					
Differentiated Element	Description	Eligibility Criteria	Compensation Type and Size	Reach	Estimated Cost
	Describe how the district will differentiate for this element.	What is the eligibility criteria for receiving the award (such as minimum attendance or evaluation score)?	Will the compensation be given as a bonus or a base pay increase? How much will qualifying teachers receive?	Eligibility: How many teachers are eligible for this type of compensation?	How much does the district estimate it will pay out for this differentiated pay element?
Hard-to-Staff (School, Subject, or Placement)	McMinn County will offer a signing bonus and retention bonus in the hard-to-staff areas. The bonus would either be for a high needs school or high needs subject area as defined in the DPP criteria. This award will be available to new teachers/administrators. The award will be given as a two-part bonus. \$1,500 at the time of signing and in year two, up to an additional \$1,500 based on the following level of effectiveness of 3 or greater on the TEAM observation average. Existing teachers	Level of Overall Effectiveness (LOE)	Bonus \$1,500	4	\$6,000

	and/or administrators will also be				
	eligible for the same bonus as a retention incentive.				
Performance					
Additional Instructional Roles or Responsibilities	1. McMinn County will further its implementation of embedded professional development through instructional coaches to increase teacher effectiveness in implementing TN Ready State Standards and RTI2. Instructional coaches will lead and facilitate monthly PLC meetings and provide ongoing embedded professional development plus work 10 additional days per year. 2. McMinn County will further its implementation of PLCs through a PLC leadership role in the areas of ELA, math and science at the secondary	Level of Overall Effectiveness (LOE) All service personnel will be selected from a pool of highly effective teachers.	1. \$8,000 each - 11 positions 2. \$1,500 each - 6 positions	42	\$129,000
	level. The focus will be the implementation of TN Ready State Standards and RTI2.				
Education*	Master's, Educational Specialist and Doctorate degrees will be awarded with a base pay increase. *The 2017-18 Salary Schedule will include a 1% increase but must pass budget approval first.				
Other					

*Education is not a differentiated pay element and does not count toward the mandated criteria.

q. Dual Credit Agreement- Chattanooga State Community College

This Tech-Track Dual Credit Agreement is between Chattanooga State Community College and McMinn County Department of Education. Students meeting articulation requirements will be awarded up to four (4) semester hours of credit per class upon attendance to Chattanooga State. This agreement is for the period of August 1, 2017 to June 30, 2020.

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r. TWU- Parental Permission Form-edTPA

Tennessee Wesleyan University submitted a parent/guardian permission form for student video and materials release to fulfill a teacher education program requirement. The permission form also includes notification of the required participation of the child in edTPA performance assessment to be included in the student teacher's performance assessment portfolio.

3. PERSONNEL

PROFESSIONALS

Last Name	First Name	Assignment	Action	Location	Effective
Carter	Jordan	Teacher	Resign	MVS	6/26/2017
Frazier	Heath	Principal	Promote	RCVLE	7/1/2017
Lacks	Emily	Teacher	Resign	CHS RCVLE to	7/5/2017
McDonald	David	Principal	Transfer	MCHS	7/1/2017
Morgan	Rebecca	Federal Programs Supv.	Promote	Center	7/1/2017
Smith-Brown	Mary	Teacher	Resign	MCTC	7/6/2017
Taylor	Randall	Teacher/Asst. BB Coach	Resign	MCHS	6/22/2017

ESP

		12 mos. to 10 mos			
Ballew	Randy	Custodian	Transfer	RCVLE	7/1/2017
Roberts	Shelby	PT Coord. Sch. Health Asst	Hire	Center	8/1/2017
Smith	Wilma	café monitor	hire	Calhoun	8/10/2017
Smith	Laura	PreK Assistant	Hire	MVS	2017/18 SY
		10 mos to 12 mos.			
Wright	Sharyn	Custodian	Transfer	RCVLE	7/1/2017

LEAVE OF ABSENCE

Last Name	First Name	ASSIGNMENT	Location	Beginning	Ending Date
Pennington	Sarah	Teacher	MCHS	8/10/2017	10/6/2017

Mr. Blevins recognized the following individuals on their recent promotion/transfer to new administrative positions. Those present and recognized were:

Elizabeth Pierce-Oswalt: promoted from CTE Teacher to CTE Supervisor

David McDonald: Transfer from Riceville Elementary Principal to McMinn Co. High School Principal

Heath Frazier: promoted from Roving Elementary Supervisor to Riceville Principal

Rebecca Morgan: promoted from System Data Coach to Federal Programs Supervisor

b. 2017/18 High School Coaching List

	CENTRAL	MCMINN
Academic Coach	Katrina Kilby	
Administrative Asst	Doug Armstrong	Jimmy Haynie
		(+Dayton Woody, AIM)
Athletic Director	Doug Armstrong	Jimmy Haynie
Band Director	Ashley McDonald	Abbie Headrick
Band Director (Asst)	N/A	Andrew Headrick
Baseball (Asst)	Donnie Cowart (non-faculty)	Adam Ray
Baseball (Head)	Matthew Traylor	Matt Ray
Basketball (Asst)-Boys	Mark Mobley	Tyler Sauceman

Basketball (Head)-Boys	Doug Armstrong	Ed Clendenen
Basketball (Asst)-Girls	Christy Buckner	Katie Blevins
Basketball (Head)-Girls	Johnny Morgan	Tim McPhail
Bowling	N/A	Open
Cheerleader Sponsor	Tanya Davis	Kathy Frazier
Cross Country	Brent Masingale	Jeff Galloway
Football (Asst)	Ben Stiles (non-faculty)	Brad Bennett (non-faculty)
Football (Asst)	Kim Gossett (non-faculty)	Jake Roberts
Football (Asst)	Austin Masingale	Mark Lockmiller
Football (Asst)	Brent Masingale	Tim McPhail
Football (Asst)	Open	Derrick Vestal (non-faculty)
Football (Asst)	Steven Stone	Tony Murdic
Football (Head)	Josh Goodin	Bo Cagle
Golf	Doug Armstrong	Jerry Quirk
Guidance Director (Head)	Jacquelyn Scruggs	Marla Cobb
Soccer (Asst)-Boys	Travis Tuggle	Jacob Jordan (non-faculty)
Soccer (Asst)-Girls	Mark Mobley	Duane Rikard (non-faculty)
Soccer (Head)-Boys	Cody Bull	Duane Rikard (non-faculty)
Soccer (Head)-Girls	Bill McConkey	Brittany Hart
Softball (Asst)	Steven Stone	Jennifer Cagle (non-faculty)
Softball (Head)	Britt Shaw	Bo Cagle
Tennis	Katelyn Whitener	Lynn Monroe
Track (Asst)	Josh Goodin	Tony Murdic
Track (Head)	Brent Masingale	Jeff Galloway
Volleyball	Marissa Traer	Lynn Monroe
Wrestling (Asst)	N/A	Open
Wrestling (Head)	N/A	Open
Volunteer Coaches:	CHS	MCHS
Basketball (Asst)	Mike Hodge	
Football (Asst)		Chris Cornett (non-faculty)
Football (Asst)		Tyrome Santos (non-faculty)
Soccer (Asst) Boys		Zack Myers (non-faculty)
Volleyball (Asst)	Andrew Whitehead	

Chairman Howard stated the list of personnel actions was provided for the board’s information and required no action of the board.

4. COMMUNICATION

a. 2017 TSBA Legislative Conference

Chairman Howard stated the TSBA Legislative conference would be held on Thursday, July 20, 2017 and asked for a show of hands of those attending.

b. 2017 TSBA Fall District Meeting

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Chairman Howard reminded the board of the upcoming Fall District Meeting to be held on Thursday, September 14, 2017 at Polk County High School and asked for a show of hands of those attending.

5. REPORTS

a. Committee Reports

Mike Lowry reported on behalf of the Budget Committee and stated the budget committee met immediately prior to tonight's regular session meeting to finalize the proposed budget for the 2017/18 SY. Mr. Lowry recommended the budget proposal from the budget committee for approval.

Mr. Blevins stated that with continuing and shifting of personnel, the projected deficit of approx. \$100,500 may be less than expected. Mr. Blevins stated with the approval of the final budget, he would take the proposal to the County Commission on Monday for review.

Sharon Brown asked the status of the Rugby Coach Supplement with Mr. Blevins said it had been removed at this time for further review.

Chairman Howard asked for further discussion. Chairman Howard stated this comes as a recommendation from the budget committee and asked for a second. Sharon Brown seconded the motion. A voice vote was recorded. Motion carried by unanimous vote.

Chairman Howard asked for further reports.

Mr. Blevins said for the last several years, we have begun the process of updating our school system cafeterias. Mr. Blevins asked Ms. Sarah Prince, School Nutrition Supervisor, to share with the board her proposal for updates to McMinn County High School Cafeteria.

Ms. Prince shared with the board several proposed drawings submitted by Palmer Hamilton of updates to the cafeteria which include the removal and replacement of the current tables, addition of booths for seating and new artwork on the walls. Ms. Prince stated this would increase our seating capacity of around 50 students and presented to do this in 2 phases with monies being expended through the school nutrition budget. Ms. Prince said they met with students last year and asked their feedback on how to make it more appealing to them and hoped this project would do just that. The first phase would cost \$125,000 and would be to do the artwork and the booths. The second phase would be to add the tables at a cost of \$70,000.

Mike Lowry asked if we could get a better discount if we combined both phases at the same time.

Ms. Prince said she felt sure they would but money wasn't there this year to do both projects but said if the board wanted to approve the phase 2, they might could do both.

After questions and discussion by board members regarding the potential cost savings and undesignated fund balance, Sharon Brown made a motion to take care of the entire project at one time. Donna Cagle seconded the motion. Chairman Howard asked if Mr. Blevins approved of this which he indicated that he would. Rob Shamblin asked to be clear of the amount of money being taken from the undesignated fund balance. Ms. Prince stated approximately \$70,000 and asked to amend the motion to include the amount required. Ms. Brown withdrew her original motion. Ms. Brown then made a motion to use \$70,000 of the general purpose schools undesignated fund balance to cover the remaining cost to complete phase 2 of the project. Donna Cagle seconded the motion.

Mike Lowry asked if the project could be completed before school starts. Ms. Prince said the painting and artwork should be, but not sure on the timeframe of the rest of the project. She stated it could possibly be concluded by Fall Break. Mr. Lowry also asked how we were going to

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dispose of the old tables. Ms. Prince said we would see what is salvageable and distribute them to other school locations, as needed.

Chairman Howard stated we have a motion and second on the floor and asked for a voice vote. A voice vote was recorded. Motion carried unanimously.

6. DIRECTOR'S REPORT

Mr. Blevins stated the first day for our teachers to report this year is August 1 with August 4 being the Professional Day of Learning at McMinn County High School. Mr. Blevins stated this was the time all of our teachers would be meeting together with many presenters coming. Mr. Blevins said the District Attorney would also be addressing the teachers on Child Abuse Reporting procedures. Mr. Blevins said the DA would be meeting with all para professionals on August 3.

Mr. Blevins stated the first day for students would be August 8 with an early dismissal of 10:30 a.m. and the second day of school being a full day on August 10.

Mr. Blevins stated July 26-28, that he would be conducting bridge conferences with his principals to review data, goals and physical needs of their schools.

7. PRAISES AND COMPLIMENTS

Sharon Brown said she was very excited about the new school year and all of the changes with various people being promoted into new positions.

8. CHAIRMAN'S COMMENTS

Chairman Howard stated the next regular session meeting would be held on Thursday, August 10, 2017 but that we would need to change our September regular session meeting due to the conflict with the TSBA Fall District Meeting. Chairman Howard asked the consensus of the board to move the meeting to Thursday, September 21, 2017. It was agreed to change the meeting to this date.

Chairman Howard also reminded the board of the October regular session meeting date to be held the week after Fall Break on Thursday, October 19, 2017.

Chairman Howard encouraged board members to attend the session by the District Attorney regarding child abuse reporting at one of the two sessions being offered to show our support.

Chairman Howard 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 unanimously.

Meeting adjourned.

Chairman's Signature

Director of School's Signature

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