

**McMinn County Board of Education
In Regular Monthly Session
Thursday-August 11, 2016**

The McMinn County Board of Education met in regular monthly session on Thursday, August 11, 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 |
| Joe Coleman | Larry Cantrell |
| Chairman Howard | |
| Melinda King | |
| Henry Webb | |
| Mike Lowry | |
| Sharon Brown | |
| Donna Cagle | |
| Mike Cochran | |
| Johnna Hampton | |

PLEDGE OF ALLEGIANCE

Sean McCracken, a first grade student at Rogers Creek Elementary School, led the Pledge of Allegiance.

AGENDA

1. GUESTS
 - a. Lauren Payton, TSBA Student Recognition Award, Southeast Region
 - b. Puerto Rico Trip Presentation- Central High School
2. REGULAR CONSENT AGENDA
 - a. Minutes- Regular Monthly Session Meeting-July 14, 2016
 - b. Minutes- Executive Meeting- July 28, 2016
 - c. Bids and Purchases
 - d. Fundraiser Request
 - e. Surplus Equipment
 - f. Elementary School Budgets-2016/17 SY
 - g. Elementary School Fundraisers- 2016/17 SY
 - h. Class Fees- 2016/17 SY
 - i. School Handbooks- 2016/17 SY
 - j. MOU- Coordinated School Health-2016
 - k. MOU- Lee University/Partnership Agreement
3. PERSONNEL
 - a. Personnel Actions
 - b. Elementary School Coaching Recommendations- 2016/17 SY
4. COMMUNICATIONS
 - a. Quit Claim Deed
5. REPORTS
 - a. Report from TSBA Board of Directors
 - b. Committee Reports
6. DIRECTOR OF SCHOOL'S REPORT
7. PRAISES & COMPLIMENTS
8. CHAIRMAN'S COMMENTS
 - a. Regular session meeting: Thursday, September 8, 2016 (MCCEE)

ADJOURN

APPROVE AGENDA

Chairman Howard asked for a motion to approve the agenda for tonight's meeting. Mike Lowry made the motion to approve the agenda, seconded by Melinda King. A voice vote was recorded.

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Motion carried by unanimous vote. Chairman Howard said this will set the agenda for tonight's meeting tonight.

1. GUESTS

a. Lauren Payton, TSBA Student Recognition Award, Southeast Region

Mr. Blevins stated this award recognition was sponsored by Tennessee School Board's Association and was given to honor outstanding students in each region across the state. Mr. Blevins said Ms. Payton will be recognized at the Fall District Meeting to be held in Marion County in September. Principal John Burroughs introduced Ms. Payton and presented to her a certificate in honor of her achievement.

b. Puerto Rico Trip Presentation- Central High School

Mr. Blevins introduced Ms. Stephanie Smith, Spanish Teacher from Central High School, and Puerto Rico trip coordinator. Ms. Smith introduced fellow teachers Ms. Laura Swallows and Ms. Laura Mendoza that also traveled and chaperoned the group. Ms. Smith read a letter from one of the parent chaperones commending the organizers of the trip, the students on their behavior, and the security that was assigned to their group while traveling. Ms. Smith said due to a required meeting at the school tonight, several of the students were unable to be present to share with the group. A short slide presentation highlighting some of the trip events was shared with the board. Ms. Smith stated the Cultural Outreach Club had a Facebook page established and encouraged board members to like and follow them. The teachers expressed their appreciation to the board for providing this opportunity to the students.

Mr. Blevins said he looks for further proposals to the board from both high schools for future trip opportunities and thanked the board for allowing them to go.

2. REGULAR CONSENT AGENDA

a. Minutes- Regular Monthly Session Meeting-July 14, 2016

b. Minutes- Executive Meeting- July 28, 2016

c. Bids and Purchases

REQUISITION

ENA Services, LLC- **total \$68,898.49 + annual upgrades not to exceed: \$80,000.00**

Charge for Voice service for 2016 Erate funding year- **\$727.29**

(Includes 40% discount rate for Erate funding year 2016 and \$15.34- ineligible for discount)

Charge for Internet Access for 2016 - **\$61,171.20**

(Includes 80% discount rate for Erate funding year 2016 and \$3864 ineligible for discount)

d. Fundraiser Request

Central High School

Fueling Our Schools fundraising event (2 fuel nights with the first 10/7/16). Monies raised will be used for resources for teachers, students, Renaissance Program, Freshman Orientation

McMinn County High School

MCHS Bowling team request to sell Sponsor Banners during the fall of 2016. Monies raised will be used for uniforms and lane fees.

e. Surplus Equipment

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A list of equipment to be declared as surplus was submitted from the following school:

McMinn County High School: Maytag Kitchen Stove

All items are valued under \$250 and will be recycled for parts or disposed of.

f. Elementary School Budgets-2016/17 SY

Budgets for the 2016/17 school year were submitted for approval by all elementary schools.

g. Elementary School Fundraisers- 2016/17 SY

Fundraisers for the 2016/17 school year were submitted for approval by all elementary schools.

h. Class Fees- 2016/17 SY

A list of class and club fees for the 2016/17 school year was submitted from each school for approval.

i. School Handbooks 2016/17 SY

Digital copies of the 2016/17 School Handbooks were placed in the school board's Drop Box for review prior to approval at tonight's meeting.

j. MOU-Coordinated School Health 2016

This memorandum of understanding 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. McMinn County Schools is awarded \$131,000 for the 2016 school year.

k. MOU- Lee University/Partnership Agreement

This memorandum of understanding is between Lee University Helen Devos College of Education and McMinn County Schools for student field experiences and student teaching placements. This MOU shall continue until June 30, 2017 and shall automatically renew for unlimited one year terms unless termination by either party prior to March 1 of the year ending term.

Chairman Howard asked for any item to be removed from the regular consent agenda for discussion. Mike Cochran stated under item 2f there was an issue or a typo with the balance showing on page 2 of the budget submitted by Rogers Creek Elementary School in regards to their estimated revenue and expenses. Mr. Blevins stated he would have this school make the necessary changes and resubmit for the board's approval.

Mr. Blevins recommended the regular consent agenda for approval. A motion to approve was made by Sharon Brown, seconded by Joe Coleman. 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 |
|-----------|------------|------------------------------------|-----------|-----------------------------|-----------|
| Cook | Shelby | Teacher | Transfer | NIOTA to RCVL ROG CRK TO | 8/1/2016 |
| Deal | Jessica | Teacher Teacher to Elem. Roving | Transfer | RCVL | 8/1/2016 |
| Frazier | Heath | Principal | Promotion | ROG CRK | 8/1/2016 |
| Mayfield | Angie | Inst. Coach to V. Principal | Promotion | MCHS | 8/1/2016 |

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| | | | | | |
|-------|-----------|---------------------------|-----------|---------------|----------|
| Moses | Cindy | Teacher to Inst. Coach | Promotion | MCHS | 8/1/2016 |
| Nile | Pam | PE Teacher | Transfer | EKB to NIOTA | 8/1/2016 |
| Ray | Matt | PE Teacher | Transfer | NIOTA to MCHS | 8/1/2016 |
| Smith | Kelly Ann | Teacher | Transfer | MVS to CAL | 8/1/2016 |
| Vest | Vicki | Grad Coach to Inst. Coach | Promotion | CHS | 8/1/2016 |

LEAVE OF ABSENCE

| Last Name | First Name | Position | Location | Beginning DOL | Ending DOL |
|-----------|------------|------------|----------|---------------|------------|
| Collins | Heidi | Teacher | ENG | 9/4/2016 | 12/5/2016 |
| Goins | Allison | Teacher | RCVL | 8/11/2016 | 9/23/2016 |
| Hart | Brittany | Teacher | MCHS | 10/17/2016 | 2/3/2017 |
| Holt | Dean | Bus Driver | BUS | 8/3/2016 | 11/3/2016 |
| Holt | Rita | Cook | MCHS | 8/3/2016 | 8/19/2016 |
| Jones | Chelsea | Teacher | NIOTA | 8/11/2016 | 9/1/2016 |
| Rollins | Jennifer | Cook | ROG CRK | 8/2/2016 | 10/31/2016 |
| Taylor | Paige | Teacher | NIOTA | 9/2/2016 | 12/5/2016 |
| Watson | Andrea | Teacher | EKB | 8/1/2016 | 10/3/2016 |
| Williams | Janice | Teacher | ROG CRK | 8/1/2016 | 10/31/2016 |

2016/17 New Teachers

| LOCATION | LAST NAME | FIRST NAME | POSITION |
|----------|----------------|------------|--------------------------|
| CHS | Brown | Monica | AP/Dual Eng |
| CHS | Casteel | Mindy | Science |
| CHS | Yates | Candace | Chemistry |
| CHS | Whitehead | Andrew | English |
| EKB | Scheutzow | Heather | 7-8 grade |
| EKB | Smith | McKinsey | CDC |
| EKB | Colloms | Jeremy | 7th Grade |
| EKB | Williams | Danielle | Guidance |
| ENG | Armstrong | Emily | 7-8th Comp/Math |
| ENG | Giles | Leighann | K |
| MCHS | Bryan | Margaret | FACS |
| MCHS | Fowler | Mary | Guidance |
| MCHS | Williams | Cassie | Guidance |
| MCHS | Kempster-Myers | Christine | CDC |
| MCHS | Phelps | Sarah | Spanish |
| MCHS | Ray | Matthew | PE (transfer from Niota) |
| MCHS | Zuzart | Natalie | Math |
| MCTC | Davis/Grant | Brittany | Ag |
| MVS | Martin | Brooke | 6-8 Math |
| MVS | Witt | Elizabeth | Pre-K |
| MVS | Packett | Whitney | 3rd grade |
| Niota | Leamon | Cayci | Pre-K |
| Niota | Gentry | Matthew | Sped/Transition |
| Niota | Peglow | Laura | Speech |
| Niota | Lynch | Vivian | Sped/ CT |
| Niota | Nies | Emily | ESL Teacher |
| Niota | Merck | Marica | 6th math |
| Rog. Crk | Mason | Christian | 6-8 SS |
| Rog. Crk | Wilson | Angela | 2nd grade |
| Rog. Crk | Ramin | Callie | First grade |
| SYSTEM | Prince | Sarah | Schl. Nutr. SUPV |

2016 17 SY NEW HIRES/POSITION CHANGES-ESP

| NEW OR CHANGE | LAST NAME | FIRST NAME | LOCATION | POSITION | EFFECTIVE DATE |
|----------------------|------------------|-------------------|------------------------------|--|-----------------------|
| CHANGE | BARNES | RENEE | NIOTA | 10 TO 12 MONTH | 7/1/2016 |
| CHANGE | BRADY | BRANDY | ROGERS CREEK | PART TIME TO FULL TIME ASST MAINTENANCE | 7/25/2016 |
| CHANGE | COOK | DANNY MICHAEL | ANNEX | SUPERVISOR 10 MO MVS TO 12 MO | 7/1/2016 |
| CHANGE | HEINRICY | ROSS | MT VIEW | CENTRAL | 7/1/2016 |
| CHANGE | IVINS | TRENT | NIOTA | NIOTA TO MCHS SCHOOL TO CENTER | 7/1/2016 |
| CHANGE | MCCRACKEN | MINA | CENTER | SECRETARY | 7/5/2016 |
| CHANGE | MCDONALD | KRISTY | EK BAKER | FULL TIME SECRETARY CAFÉ MON TO | 7/25/2016 |
| CHANGE | SCRUGGS | SHERRY | NIOTA | CUSTODIAN | 7/25/2016 |
| NEW HIRE | BALLEW | RANDY | RICEVILLE | 10 MOS CUSTODIAN | 8/8/2016 |
| NEW HIRE | CROWE | PENNY | RICEVILLE | ART/MUSIC | 8/8/2016 |
| NEW HIRE | DRESSLER | KRISTIN | ROGERS CREEK | PREK AIDE | 8/8/2016 |
| NEW HIRE | GOSLIN | KIM | EK BAKER | PT SECRETARY | 7/25/2016 |
| NEW HIRE | HYDE | ANGIE | RICEVILLE EK BAKER/ROGERS | PT MEDIA AIDE | 8/8/2016 |
| NEW HIRE | JACKSON | AMBER | CREEK | ART/MUSIC | 8/8/2016 |
| NEW HIRE | LODEN | KATIE | MT VIEW | ART/MUSIC | 8/8/2016 |
| NEW HIRE | MILLER | BETH | ROGERS CREEK | PT SECRETARY | 7/25/2016 |
| NEW HIRE | OMALLEY | TINA | CALHOUN | PREK AIDE | 8/8/2016 |
| NEW HIRE | PEEL | CHELCEE | EK BAKER | AIDE | 8/8/2016 |
| NEW HIRE | RUTLEDGE | TIM | EK BAKER | 12 MONTH CUSTODIAN | 7/18/2016 |
| NEW HIRE | SHAFFER | AMANDA | NIOTA | AIDE | 8/8/2016 |
| NEW HIRE | SHIRK | RHONDA | ENGLEWOOD | 10 MONTH CUSTODIAN | 7/25/2016 |
| NEW HIRE | SNYDER | BILLY | MT VIEW | 10 MONTH CUSTODIAN | 7/25/2016 |
| NEW HIRE | THORNTON | KAYLA | ENGLEWOOD | AIDE | 8/8/2016 |
| NEW HIRE | TIPTON | MORGAN | EK BAKER | AIDE | 8/8/2016 |
| NEW HIRE | TORBETT | AMBER | RICEVILLE | PREK AIDE | 8/8/2016 |

Resign/Retire ESP

| Date | Last Name | First Name | School | Position |
|-------------|------------------|-------------------|---------------|-----------------|
| 8/1/2016 | Aderhold | Kristen | Mt. View | Art/Music |
| 7/20/2016 | Coldwell | Susan | Englewood | Cook |
| 7/15/2016 | Collins | Michelle | EK Baker | Custodian |
| 7/21/2016 | Robertson | Lisa | Calhoun | Aide |
| 8/1/2016 | Watson | Miranda | Niota | Aide |
| 7/16/2016 | Wilcox | Judy | Riceville | Custodian |
| 7/21/2016 | Wright | Jennifer | Annex | Bus Driver |

Mr. Blevins referenced the enclosed list of new professionals and education support professionals for the school year. Mr. Blevins said there were approximately 31 new teachers this school year. He said this was a great group of teachers and that we are looking forward to hearing good things from each of them.

b. Elementary School Coaching Recommendations – 2016/17 SY

| School | Employee | Assignment |
|-------------------|-----------------|-------------------|
| CALHOUN | Jim Tucker | Boys Basketball |
| | Jim Tucker | Girls Basketball |
| | TBD | Cheerleading |
| E.K. BAKER | McKinsey Smith | Girls Basketball |
| | McKinsey Smith | Boys Basketball |

| | | |
|---------------------|-------------------|------------------|
| | Stephanie Barber | Cheerleading |
| ENGLEWOOD | Todd Oaks | Boys Basketball |
| | Beth Frazier | Girls Basketball |
| | Brittany Davidson | Cheerleading |
| MT. VIEW | Travis Vaughn | Boys Basketball |
| | Christy Buckner | Girls Basketball |
| | Jamie Galloway | Cheerleading |
| NIOTA | Pam Hallenberg | Girls Basketball |
| | Gary Myers | Boys Basketball |
| | Brooke McNelley | Cheerleading |
| RICEVILLE | Tyler Sauceman | Boys Basketball |
| | Cayci Farmer | Girls Basketball |
| | Michelle Newman | Cheerleading |
| ROGERS CREEK | Christian Mason | Girls Basketball |
| | TJ Roberts | Boys Basketball |
| | Callie Ramin | Cheerleading |

Mr. Blevins said a list of elementary school coaches for the 2016/17 school year was provided for the board's information.

4. COMMUNICATIONS

a. Quit Claim Deed

Mr. Blevins said according to the Quit Claim Deed we received via our attorney, Sarah Kennedy, the McMinn County Board of Education currently still owns part of the partial of land located at North City School. Mr. Blevins said back in 1976, the board deeded several partials of lots to Athens City Schools for the construction of North City School as a "good faith effort" and that somewhere in the recording process, there were two lots that were not recorded correctly. Mr. Blevins said the law office of Biddle and Trew representing Athens City Schools, prepared this quit claim deed in order to get this taken care of.

Ms. Donna Cagle asked if there was anywhere on the deed that stated who originally had given the land. Mr. Blevins stated that it did not. Ms. Cagle said her grandfather gave the land to build the school on and asked if his name was anywhere on the deed. Mr. Blevins indicated that it was not on this deed.

Chairman Howard asked Jason Luallen if a board vote was required on this. Mr. Luallen stated that the board had previously executed action on this back in 1976 when it was originally dealt with and did not need another full vote. He further stated that if the board chose to record a vote that it would be fine.

Chairman Howard said he would feel better having the board vote on this. Mr. Blevins recommended the approval of the quit claim deed. A motion to approve was made by Mike Lowry, seconded by Sharon Brown. A voice vote was recorded. Motion carried by unanimous vote.

5. REPORTS

a. Report from TSBA Board of Directors

Mr. Larry Cantrell, TSBA Board Member, was absent from tonight's meeting.

b. Committee Reports

There were no committee reports.

6. DIRECTOR OF SCHOOL'S REPORT

Mr. Blevins said he had several items for the board to add to their calendars.

Mr. Blevins stated he would be out of the office on September 11-14 to attend the annual TOSS meeting (TN Organization of School Superintendents). He said this was a state-wide meeting for all school superintendents.

Mr. Blevins said he has invited the State Commissioner of Education, Ms. Candace McQueen, to come and visit McMinn County Schools in support of our Read to Be Ready Initiative. He stated she would be in our school system on September 30. He said she would be coordinating her visit with two other districts in the area. Mr. Blevins said that at the September board meeting, he and Ms. Knight would discuss some of the Read to Be Ready activities that will be offered in our area. He said Commissioner McQueen has pushed out this initiative to emphasize reading in our communities.

Mr. Blevins said the start of our high school football season would begin with the biggest game of the season on Friday, August 19 with the Central High School Chargers hosting the McMinn County Cherokees.

Mr. Blevins reminded the board of the TSBA Fall District Meeting to be held on Thursday, September 1 at 5:00 p.m. in Marion County.

Mr. Blevins said on Friday, September 2 we would have a staff development opportunity for our teachers. He said this was our first attempt in providing a "PD" day earlier in the school year. Mr. Blevins stated this would give our families an earlier start to the long weekend and that we are in the process of organizing the event for our teachers and education support personnel.

7. PRAISES & COMPLIMENTS

Johnna Hampton praised the teachers and chaperones that went on the school trip to Puerto Rico. She commended them on the jobs they did and expressed her appreciation for their time and effort they put into giving the students an opportunity of a lifetime.

Henry Webb said while traveling to tonight's board meeting, he was reflecting on the past eight years. He said that he has represented the board for eight years which totaled to around 96 meetings and that he could count on one hand the number of meetings that he has missed during this time. Mr. Webb said he was thinking of how the Center has changed over the course of this time period. He further shared that we have gained a lot in technology in regards to how we are currently viewing our board packets. Mr. Webb said when he first became a board member, we were photocopying the board packet and distributing it by mail and that with the help of our great technology department, we are distributing it digitally today. He said it has been an education process for him and expressed his appreciation to the board for eight great years of service.

Chairman Howard thanked Mr. Webb for his years of service and asked Ms. Sharon Brown to make a presentation to him. Ms. Brown presented Mr. Webb with a gift from the board of their appreciation and recognition of his service. Ms. Brown said on behalf of the board, they have enjoyed the time getting to know him and his wife, Jan, and that he will be missed.

8. CHAIRMAN'S COMMENTS

Chairman Howard said the next board meeting will be held on Thursday, September 8, 2016 at 5:30 p.m. at the Center for excellence.

Chairman Howard said the board was given a copy of the McMinn County Budget and expressed his appreciation to the finance office for compiling and producing this report.

Chairman Howard reminded the board of the upcoming swearing in ceremony of our newly elected board members on Monday, August 22, 2016 at 8:00 a.m. at the Center. Chairman Howard said that replacing outgoing board member, Henry Webb, is Mr. Tony Allman. Mr. Allman was present and recognized at tonight's meeting. Chairman Howard congratulated him and stated the board was looking forward to working with him.

Chairman Howard referenced the upcoming TSBA award deadlines and said this information was included in the latest TSBA journal.

Chairman Howard asked for a motion to adjourn. A motion was made by Mike Lowry seconded by Melinda King. A voice vote was taken. Motion carried by unanimous vote. Meeting adjourned.

Chairperson's Signature

Director of School's Signature