

May 10, 2018

McMinn County Board of Education
Regular Session Meeting
Thursday, May 10, 2018

The McMinn County Board of Education met in regular session on Thursday, May 10, 2018 at the McMinn County Center for Educational Excellence at 5:30 p.m.

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

ROLL CALL

PRESENT

ABSENT

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

WELCOME

Chairman Brown welcomed everyone to tonight's meeting.

PLEDGE OF ALLEGIANCE

Board Member, Melinda King, led the Pledge of Allegiance.

AGENDA

1. GUESTS
 - a. Volunteer of the Month- Mountain View Elementary School
 - b. DECA Students from McMinn Career Technical Center
2. REGULAR CONSENT AGENDA
 - a. Minutes-Regular Session Meeting- April 12, 2018
 - b. Minutes-Executive Committee Meeting- May 1, 2018
 - c. Salary Supplements
 - d. Budget Amendments
 - e. Bids and Purchases
 - f. Field Trip Request
 - g. Surplus Equipment
 - h. Clinical Agreements-Nursing Education Students

May 10, 2018

- i. Vocational Rehabilitation Contract-TDHS Grant (*July-Sept 2018*)
- j. Vocational Rehabilitation Contract-TDHS Grant (*Oct, 2018-Sept, 2019*)
- k. 2018 Summer School Program
- l. FY19 Consolidated Application IDEA/ESEA
- 3. PERSONNEL
 - a. Personnel Actions
- 4. COMMUNICATIONS
 - a. Correspondence from 2018 SCOPE Delegates
 - b. E-Rate Information for Funding Year 2018- Jill Pierce, CTO
 - c. HOSA Field Trip and Donation Requests (CHS & MCTC)
 - d. CEP/Cafeteria Update- Sarah Prince, School Nutrition Supervisor
 - e. TSBA Summer Law Institute- July 20-21, 2018 in Gatlinburg, TN
- 5. REPORTS
 - a. Committee Reports
 - b. Review Policy Section 6.406-6.710
- 6. DIRECTOR'S REPORT
- 7. PRAISES AND COMPLIMENTS
- 8. CHAIRMAN'S COMMENTS
 - a. Next regular session meeting- Thursday, June 14, 2018 at 5:30 p.m.

ADJOURN

Chairman Brown asked for a motion to approve tonight's agenda. A motion to approve was made by Mike Lowry, seconded by Quinten Howard. Chairman Brown asked for any discussion. A voice vote was recorded. Motion carried by unanimous vote.

1. GUESTS

- a. Volunteer of the Month- Mountain View Elementary School

Mt. View School Principal Ms. Angie Miller introduced Ms. Andrea Watt as this month's volunteer of the month. Ms. Miller said Ms. Watt was their PTO president and was busy working and preparing for the school carnival which was scheduled for tomorrow. She further shared that Ms. Watt has implemented treats for teachers, has grown the PTO base membership, and provides volunteers to teachers to assist them. Ms. Miller presented her with a certificate of appreciation.

- b. DECA Students from McMinn Career Technical Center

Mr. Blevins recognized the group of DECA students who recently participated at the DECA International Competition held in Atlanta, GA. CTE Supervisor Ms. Elizabeth Pierce-Oswalt commended the board for their financial support allowing them to attend. Ms. Oswalt said she was very proud of the students as they received an award of Business Excellence. Students competing were Justin Alexander, Dylan Cothorn, and Hunter Stansberry. Two of the students were present to share of their experience and

May 10, 2018

thanked the board along with their club sponsor, Ms. Denise Cito, for their support. The students shared their excitement of their experience and their goal to return to next year's competition.

Chairman Brown said the students had success written all over them and were a first class act. Chairman Brown also thanked MS. Cito for her leadership.

Career Technical Supervisor, Elizabeth Pierce-Oswalt, introduced another group of students who have recently competed in the state HOSA competition and have qualified to compete at the International Level coming up this summer in Dallas, TX. Ms. Oswalt introduced two students, Cierra Hamilton and Paisley Wood from Ms. Jennifer Estes' class at Central High School along with Madi Huckabey from Ms. Nancy Jones' class at the Career Technical Center. Ms. Oswalt said she was very proud of the representation from both high schools at the international competition and stated their sponsors have reached out to the board requesting for financial support to attend.

Chairman Brown said on behalf of the board, she wished them well on their upcoming competitions and said this request was listed under the Communications portion of the agenda and would be voted on at that time.

2. REGULAR CONSENT AGENDA

a. Minutes- Regular Monthly Session Meeting- April 12, 2018

b. Minutes- Executive Committee Meeting- May 1, 2018

c. Salary Supplements

NAME	Date	ACCOUNT	TITLE	AMOUNT
Cobble, Kathy	4/20/2018	Sped	Bus Driver	40.00
Ghorley, Betty	4/27/2018	ENG	Bus Driver	60.00
Givens, Kathie	4/20/2018	Sped	Bus Driver	40.00
Mason, Sam	3/25/2018	CHS	Bus Driver	50.00
Mason, Sam	3/28/2018	CHS	Bus Driver	60.00
Mills, Pam	4/27/2018	Sped	Bus Driver	20.00
Moss, Lisa	3/26-29/2018, 4/9-13,16-18,23027/2018	Sped	Bus Driver	340.00
Moss, Lisa	4/27/2018	Sped	Bus Driver	60.00
Murray, Mary	4/27/2018	Sped	Bus Driver	60.00
Murray, Mary	3/26-29, 4/9-11,16-20,23-26/2018	Sped	Bus Driver	320.00

May 10, 2018

Murray, Mary	4/12/2018	EK Baker	Bus Driver	60.00
Norwood, Marcy	3/19-23,26-29, 4/9-13,16/2018	Sped	Bus Driver	600.00
Nunley, Lyn	3/28,4/9,11,18,23,25/2018	Sped	Bus Driver	120.00
Nunley, Lyn	3/26-29,4/9-13,18-19,23-25/2018	Sped	Bus Driver	280.00
Passmore, William	4/14/2018	MCHS	Bus Driver	100.00
Passmore, William	3/27/2018	MCHS	Bus Driver	60.00
Passmore, William	3/28/2018	MCHS	Bus Driver	60.00
Sliger, Angel	4/14/2018	CHS	Teacher/Su b Bus	75.00
Sulzer, Kathy	4/25/2018	MVS	Bus Driver	60.00
Tate, Jackie	4/20/2018	MVS	Bus Driver	60.00
Vincent, Angie	3/11/2018	MCTC	Bus Driver	50.00
Vincent, Angie	3/14/2018	MCTC	Bus Driver	40.00

d. Budget Amendments

GENERAL PURPOSE SCHOOL FUND #141

To amend the budget for the Lottery for Education Afterschool Program (LEAPS) Grant award to Riceville School for FY 2017/18.

e. Bids and Purchases

(PROVIDED FOR THE BOARD'S INFORMATION- NO ACTION REQUIRED)

Diesel Fuel for Central High School- 7200 gallons

Sweetwater Valley Oil: \$15,300.29 (\$2.104/gallon) includes 1% possible overage

f. Field Trip Request

RICEVILLE ELEMENTARY SCHOOL-8th grade end of school year trip to Atlanta, Ga for the dates of May 10-12, 2018

g. Surplus Equipment

A list of equipment to be declared as surplus was submitted by several CTE classes. Equipment valued over \$250 will be sold at a public auction or on Gov Deals.

Equipment includes a brake lathe, wheel balancer, and tire changer.

May 10, 2018

The transportation department submitted a list of school buses (eight total) to be declared as surplus after reaching the age limit required. Equipment valued under \$250 will be either disposed of or used for recycled parts where applicable.

h. Clinical Agreements- Nursing Education Students

Clinical agreements between McMinn County Schools' Nursing education classes and long term health care facilities were presented for renewal. Agreements were submitted between the following facilities as clinical sites for teaching the nursing aide program:

- Central High School and NHC of Athens
- Central High School and Etowah Health Care
- McMinn Career Technical Center and Life Care Center of Athens

i. Vocational Rehabilitation Contract-TDHS Grant (July-Sept 2018)

This grant contract is between the State of Tennessee, Department of Human Services and McMinn County Schools for the provision of Pre-Employment Transition Services School to Work program. The period of this contract will be July 1, 2018 to September 30, 2018.

j. Vocational Rehabilitation Contract-TDHS Grant (October 2018 – September 2019)

This grant contract is between the State of Tennessee, Department of Human Services and McMinn County Schools for the provision of Pre-Employment Transition Services School to Work program. The period of this contract will be October 1, 2018 to September 30, 2019.

Mr. Blevins recommended the regular consent agenda for approval. Chairman Brown asked for a motion to approve. A motion to approve was made by Quinten Howard, seconded by Donna Cagle. Chairman Brown asked for any 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
Nies	Emily	ESL Teacher	Resign	Niota/EKB/RCVL	5/24/2018
Jacob	Jordan	Head Girls Soccer Coach	Hire	MCHS	2018/19 SY
Young	Madison	Asst. Girls Soccer Coach	Hire	MCHS	2018/19 SY
Swafford	Sandra	Teacher	Resign	MCHS	5/24/2018
ESP					
Begley	Mary	Custodian	Retire	MVS	6/30/2018
Hannah	Christy	Spec. Ed. Aide	Resign		5/23/2018
McConkey	Stan	Bus Driver	Retire		5/23/2018

May 10, 2018

Hernandez	Fortino	12 mos. Custodian	Hire	MCHS	
Henry	Karita	PT Cook	Resign	Niota	5/4/2018
Givens	Susan	PT Cook	Hire	Niota	5/7/2018
Morgan	Wanda Diane	Custodian	Retire	MCHS	4/27/2018
LEAVE OF ABSENCE					
Davis	Stephanie	Teacher	LOA	Calhoun	4/13-5/24/18
Donahoe	David	Bus Driver	LOA		4/20-5/23/18
Hennessee	Kathy	Custodian	LOA	EKB	4/11-5/31/18
Land	Melinda	Cook	LOA	MVS	4/23-5/23/18
Miller	Melinda	Teacher	LOA	EKB	4/23-5/11/18
Moses	Rachel	Teacher	LOA Revised	Niota	5/7-5/24/18
Watson	Lisa	Café Mgr.	INT/LOA	Eng	3/6-5/24/18
Whitted	Paula	Teacher	LOA	ENG	4/23-5/24/18
EXTENDED LEAVE OF ABSENCE					
Smith	Kelly Ann	Teacher	LOA	Calhoun	2018/19 SY

Mr. Blevins said a request was submitted by Calhoun Teacher, Kelly Ann Smith, for a leave of absence during the 2018/19 school year to care for her new child. Mr. Blevins said it has been his tradition to grant similar requests and recommended the approval to the board. A motion to approve was made by Tony Allman, seconded by Quinten Howard. Chairman Brown asked for any discussion. A voice vote was recorded. Motion carried by unanimous vote.

4. COMMUNICATIONS

a. Correspondence from 2018 SCOPE Delegates

Mr. Blevins said a “thank you” card was included in our board packet tonight from our SCOPE Delegates that attended this year’s conference.

b. E-Rate Information for Funding Year 2018- Jill Pierce, CTO

Jill Pierce, CTO, said she felt it important to share this information with the board of the funding the county receives. Ms. Pierce said it is important to have this funding available to assist with our expenditures. Ms. Pierce said we received our funding early this year for the category 1 portion which is our bandwidth to our schools that feed from the district office. Ms. Pierce said we are a rare district in the state in that we have two different internet streams and with the importance of online testing, we should never experience an internet outage or an issue. Ms. Pierce said the district’s bill for category 1 is about \$500,000 and the county only has to pay

May 10, 2018

approximately 20% of this with E-rate assistance. She said she was very proud that we are able to get this funding which allows us to give our students the best internet options. Ms. Pierce said without E-rate, this would be a big ticketed item for the district.

c. HOSA Field Trip and Donation Requests (CHS & MCTC)

Mr. Blevins said the students who qualified for the international competition were introduced earlier tonight under the Guest portion of the meeting and acknowledged the request submitted by their departments for assistance with expenses in traveling to the competition in Dallas, TX. Mr. Blevins said these are two separate requests and recommended the board grant each request with the customary \$500 donation. Chairman Brown asked for a motion to approve. Melinda King made a motion to approve, seconded by Tony Allman. A voice vote was recorded. Motion carried by unanimous vote.

d. CEP/Cafeteria Update- Sarah Prince, School Nutrition Supervisors

Mr. Blevins asked Sarah Prince to share with the board an update on our cafeteria program in regards to the Community Eligibility Program (CEP).

Ms. Prince said several years ago, the Community Eligibility Program was passed as part of the healthy hungry-free kids program for schools in low income areas. Ms. Prince said the district signed up for the program four years ago and our period will end at the end of this school year. She said the district must compare our direct certified students with our attendance in order to remain in qualified status. Ms. Prince said when we applied several years ago, the recommendation to be in the program was to have at least 50% of students to qualify. This year, when collecting data, like other states, our SNAP enrollment has declined. She stated as of right now, we have four schools that meet the requirements to continue the CEP: E.K. Baker, Rogers Creek, Niota, and Mountain View. Ms. Prince said one school, Englewood Elementary, is on the cusp that we could pull into the program but in order to be eligible, you must have a minimum of 40%. She said that we have two schools, Calhoun and Riceville that do not meet these qualifications. She said we can pull in these schools for one more year, but it would put the school nutrition program at a loss of about \$100,000 for the school year. Ms. Prince said if we have a loss it has to be made up of non-federal funds. She said if we pull in all of the schools we would need to figure out how to cover the potential loss.

Mr. Blevins said when we did this four years ago, Carol Young was the school nutrition supervisor and said we went out on a ledge to look at joining the CEP and reminded the board of the discussions they had at that time. Mr. Blevins said through the CEP, students not only are provided a free breakfast but also a free lunch. He said the free lunch only applied to our elementary schools as our high schools could only qualify for the free breakfast. Mr. Blevins said with the economy picking back up, our number of direct certified students has decreased. He informed the board of the four schools that continue to be eligible for the CEP; Niota, Rogers Creek, E.K. Baker, and Mountain View and that with Englewood being just a little over the 40%, he would recommend adding them to our request to continue being a part of the

May 10, 2018

program. Mr. Blevins clarified that families who go through the direct certification paperwork and qualify for free or reduced lunch can still utilize this option at the other schools that do not qualify for the free lunch program.

Mr. Blevins said we could decide to go with the five schools but understand it could take the profit away from the cafeteria funds and that just like the school system, they are required to have a cushion balance. Mr. Blevins said if we pull in the other two schools of Riceville and Calhoun, we could potentially see a loss of \$111,000 at the end of the next school year and that we would be requesting to pay this deficit out of local monies as federal monies cannot be used.

Donna Cagle said if she understood it correctly, if we did not pull in Riceville and Calhoun that we would go back to parents completing the forms for free and reduced lunches and those that qualify based on their income would receive their free meals but others would not if they were not covered.

Mike Lowry asked if our numbers were to change and more students did qualify for the CEP, can we go back and request to add these other schools during the school year. Mr. Blevins said we could but Ms. Prince said the trend has been down.

Chairman Brown said she felt like it is important for us to pull the other two schools in as there could be some children that might fall in between that cannot pay but don't qualify for free and reduced lunches. She said she doesn't want our students to go without a meal and that if we need to pull from our undesignated fund balance, she would rather do this.

Donna Cagle asked what our lunch pricing would be for next school year. Ms. Prince said we would return to the same level we were at seven years ago which was \$2.25 for elementary students and \$2.75 for high schools.

Melinda King asked if the board needed to take action tonight. Mr. Blevins said we could delay until the June meeting but he would rather send letters home to the families at the close of the school year so they can be prepared if needed for the next school year. Chairman Brown said to include in the letters to parents that the board has approved continuing the CEP for one additional year and that after that, it is out of the board's hands as far as continuance with the offering of free breakfast and lunches.

Rob Shamblin asked if this was Mr. Blevins' recommendation to go with the five schools. Mr. Blevins said definitely the five schools and asked the board's direction with pulling in the other two schools. He said there would be the possibility that we would have to hit our undesignated fund balance but that we still have a pretty good cushion.

Donna Cagle asked if the \$111,000 we may have to pay was for one year only. Mr. Blevins said if our population grows and our percentage of students eating lunches changes, then it could be more or less.

May 10, 2018

Mike Cochran said if we can get all of them off federal funds he is for that. He said it is not necessary to have to go in the “red”.

Ms. Cagle said that for some families with multiple kids eating lunch, the costs add up. She said she felt as though we needed to do this for one year. Quinten Howard said he agreed. He said he didn’t think the \$111,000 would break us.

Mr. Cochran asked where the money would come from. Mr. Blevins said we would have to pull it out of general purpose monies and that we have an adequate balance. Ms. Cagle said we weren’t actually operating in the “red”, we were just moving monies around.

Mr. Howard made a motion to pull in the other two elementary schools, Riceville and Calhoun, with our CEP program. The motion was seconded by Ms. Cagle. Mike Lowry said it needs to be noted that the board doesn’t have any control over our eligibility after this year. He said he felt as though this needed to be emphasized to our families for them to be prepared and that the board has done all we can do.

Chairman Brown asked for a roll call vote to approve the recommendation.

Mike Cochran	No
Tony Allman	Yes
Rob Shamblin	Yes
Denise Cunningham	Yes
Melinda King	Yes
Quinten Howard	Yes
Donna Cagle	Yes
Mike Lowry	Yes
Joe Coleman	Yes
Chairman Brown	Yes

Motion passed 9-1.

e. TSBA Summer Law Institute-July 20-21,2018 in Gatlinburg, TN

Mr. Blevins said the final cut off for attending the TSBA Summer Law institute was coming soon and asked board members of their attendance.

5. REPORTS

a. Committee Reports

There were no committee reports.

b. Review Policy Section 6.406-6.710

May 10, 2018

Chairman Brown reminded the board to review this section of their policy manuals.

6. DIRECTOR OF SCHOOL'S REPORT

Mr. Blevins asked Krissi Smith, Pathways and Career Coach, to give a report of the number of students that will qualify this year for the Work Ethic Diploma. Mr. Blevins reminded the board of their approval of this recognition at graduation earlier in the school year. Ms. Smith reported that at Central High School, there were 42 students who began the process of qualifying and there were 29 who met the qualifications. She said of those 29 students, 7 of them took a voluntary drug test to receive extra points towards their qualification status.

Ms. Smith said at McMinn County High School, there were 46 students who began the application process with 37 meeting the qualifications. Ms. Smith said of those 37, 14 took a voluntary drug test to receive extra points towards their qualification status. She said there were a wide range of students applying for the diploma recognition with some going straight into the work force and others continuing their education at the next level. She said students would receive a seal on their diplomas of recognition and also a pin to wear on their gowns.

Several board members asked Ms. Smith to explain to them some of the benefits of the Work Ethic Diploma recognition. Ms. Smith said partnering agencies that have completed the application process to the Pathways program agree to recognize these students by allowing them an opportunity for an interview with their company upon their graduation from high school. She said this doesn't necessarily secure them with a job but just an interview. Ms. Smith said we have now added several other employers to our list of participating agencies as several companies have gotten the word of the benefits and potential new hires. She said the following other companies have submitted applications to join the program: Waupaca Industry, Starr Regional Medical Center, E-911 Center, and Peoples Bank of Niota.

Mr. Blevins said we are moving quickly into the budget process. He said that he and Mr. Howard attended the spring fiscal workshop last month and received budgeting information. Mr. Blevins said we did receive notice of our insurance costs would be lower than expected. He said at some point in June, the budget committee would need to meet and that he would be sending out potential dates as we await the final BEP figures to come in.

Mr. Blevins said he would also push out some dates from the long range planning committee meeting the other night with the county commission for a board workshop to discuss construction projects and ideas with a middle school plan.

Mr. Blevins reminded the board of the two high school graduations with McMinn Central being on Friday, May 18th at 7:00 p.m. and McMinn County High School Graduation on Saturday, May 19th at 9:30 a.m. weather permitting, on the football field.

May 10, 2018

Mr. Blevins stated the Academic Olympics occurred today at Tennessee Wesleyan University for grades 3-8 with each school sending students to compete. He reminded the board of the awards ceremony to be held at McMinn County High School on Monday, May 14th at 6:00 p.m. He invited the board to attend this great night with students.

Mr. Blevins said May 23 would be the last day for our students for the school year with May 24 being a teacher work day.

7. PRAISES AND COMPLIMENTS

Mike Lowry praised Calhoun's All-Sing program and said we had a great time watching several of our current and past administrators perform in the program. He said a good time was had by all and he appreciated the efforts of everyone involved. Principal Larson Frerichs said donations were taken at the program for McMinn County Relay for Life and they had raised a total of \$3,000.

Chairman Brown expressed her appreciation to those who coordinated the District-wide Employee Appreciation food truck with 2 Dudes BBQ. Chairman Brown said she had attended the event at a couple of schools and it had been a huge success and the teachers and staff were very excited.

Mike Cochran said he had attend the High School Musical performance at McMinn County High School and said it was very good.

Chairman Brown said today at Central High School motivational speaker Blake McMeans gave a wonderful presentation to our students. She said you could have heard a pin drop during the assembly as she was very proud of our students and the respect they showed to him. Chairman Brown said Mr. McMeans story was a powerful message as he was an aspiring tennis player with national recognition and had a college scholarship to play at the University of Tennessee. She said his career ended one night due to a tragic car accident that left him disabled. She said she felt as though he had a huge impact on the students as it was a fabulous assembly. Mr. Blevins said he was a wonderful speaker and he enjoyed it as well.

8. CHAIRMAN'S COMMENTS

Chairman Brown informed board members that a copy of their TSBA boardmanship transcripts were provided to each of them tonight and to review and make any necessary changes and return them to Ms. Bivens by the end of the May. She said in September, we would be hosting the fall district meeting at McMinn County High School and awards would be given to those advancing to boardmanship levels.

Chairman Brown stressed the importance of board members attending the high school graduations. She said we are a board of the entire county and asked if at all possible for board members to attend to show their support.

May 10, 2018

a. Next regular session meeting- Thursday, June 14, 2018 at 5:30 p.m.

Chairman Brown reminded the board of the next regular session meeting and asked for a motion to adjourn. A motion to adjourn was made by Quinten Howard, seconded by Joe Coleman. A voice vote was recorded. Motion carried by unanimous vote.

Meeting adjourned.

Chairman's Signature

Director of School's Signature