

July 12, 2018

McMinn County Board of Education  
Regular Session Meeting  
Thursday, July 12, 2018

The McMinn County Board of Education met in regular session on Thursday, July 12, 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	Quinten Howard
Mike Lowry	Mike Cochran
Rob Shamblin	
Donna Cagle	
Denise Cunningham	
Melinda King	
Chairman Brown	

**WELCOME**

Chairman Brown welcomed everyone to tonight's meeting.

**PLEDGE OF ALLEGIANCE**

Board Member Rob Shamblin led the Pledge of Allegiance.

**AGENDA**

1. GUESTS
2. REGULAR CONSENT AGENDA
  - a. Minutes-Regular Session Meeting- June 14, 2018
  - b. Minutes-Executive Committee Meeting- July 5, 2018
  - c. Salary Supplements
  - d. Bids and Purchases
  - e. Surplus Equipment
  - f. MOU- NiswongerCare Online Program
  - g. MOU- Coordinated School Health Program-2018
  - h. Special Education Contract of Services- Stellar Therapy
  - i. Special Education Contract of Services-Tri-County Center
  - j. Special Education Contract of Services- Little TN Valley Educational Coop.
  - k. Special Education Contract of Services- Grace Rehabilitation Center
  - l. 2018/19 High School Budgets
  - m. 2018/19 High School Fundraisers

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- n. Approval of Course Syllabi for Honors/AP/Dual Credit/Dual Enrollment Courses-2018/19 SY
  - o. 2018/19 Salary Schedules
  - p. Budget Amendments
3. PERSONNEL
- a. Personnel Actions
  - b. 2018/19 Coaching Recommendations
4. COMMUNICATIONS
- a. TSBA Fall District Meeting- September 13, 2018  
District Host Location-McMinn County High School
5. REPORTS
- a. Committee Reports
  - b. Second Reading on Policies/Procedure
    - Policy 4.210-Credit Recovery
    - Policy 5.600- Staff Rights & Responsibilities
    - Policy 4.605- Graduation Requirements
    - Policy 5.802- Qualifications and Duties of the Director of Schools
    - Policy 6.405-Medicines
    - Policy 6.4051-Glucagon and Diazepam Gel (Diastat)
    - Policy 4.407- Web Pages
    - Acceptable Use Procedures (Student & Employee)
6. DIRECTOR'S REPORT
7. PRAISES AND COMPLIMENTS
8. CHAIRMAN'S COMMENTS
- a. Next regular session meeting- Thursday, August 9, 2018

## **ADJOURN**

Chairman Brown asked for a motion to approve tonight's agenda. A motion to approve was made by Tony Allman, seconded by Melinda King. Chairman Brown asked for any discussion. A voice vote was recorded. Motion carried by unanimous vote.

## **1. GUESTS**

There were no guests.

## **2. REGULAR CONSENT AGENDA**

- a. Minutes- Regular Monthly Session Meeting- June 14, 2018
- b. Minutes- Executive Committee Meeting- July 5, 2018
- c. Salary Supplements

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<b>NAME</b>	<b>Date</b>	<b>ACCOUNT</b>	<b>TITLE</b>	<b>AMOUNT</b>
Jennings, Kathy	6/4/2018	4-H	Bus Driver	75.00
Jennings, Kathy	6/8/2018	4-H	Bus Driver	75.00
Mason, Sam	6/4/2018	4-H	Mechanic	75.00
Mason, Sam	6/8/2018	4-H	Mechanic	75.00
Mills, Pam	5/18/2018	Sped	Bus Driver	40.00

d. BIDS AND PURCHASES

BID

School Nutrition Bid Awards from Southeast Buying Group for School Year 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, 2018 – June 30, 2019 pending SEBG Member's School Board approval.

**All recommendations are low bid. Low bid and award in bold.**

**SEBG New Bids-**

**Hood Cleaning- Master Blaster**, Cleveland, TN Bradley County, Cleveland City, McMinn County, Polk County and Marion County issued a bid covering 47 school sites. Master Blaster \$16,074. McMinn County SN to pay \$3,420.

**Printing of Free/Reduced Applications.** Choate Printing \$7546.00, **Dockins Graphics \$3274.00**, DPA No Bid. McMinn to pay \$500.00.

Food - **IWC**, Cookeville, TN

Commodity Processing - **BONGARD** –MOZZARELLA CHEESE

**GOLD KIST** – BREADED CHICKEN PATTY, BREAKFAST CHICKEN PATTY,

**JTM** –

QUESO SAUCE

**TYSON** – BEEF PATTY, PEANUT BUTTER SANDWICH 1 M/MA

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

**These renewals are without price increases.**

Beverages	<b>Coca Cola</b> , high schools only
Bread	<b>BBU/ Earthgrains</b> , Cleveland, TN
Chemicals	<b>Rayco, Inc.</b> , Chattanooga, TN
Ice Cream	<b>Mayfield Dairy Farms</b>
Milk	<b>Mayfield Dairy Farms</b>
Produce	<b>T&amp;T Produce</b> , Fort Oglethorpe, Ga
Small wares	<b>Strategic</b> , Knoxville, TN Strategic
Temperature Monitoring	<b>Temp Alert</b>
Pest Control	<b>Kirklands</b>

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

-Grease trap removal of waste- Valley Protein – No Bid, Harbin Services - \$3,800.00, **South East Total Service \$2,900**

-Humidity Control Systems for freezer/coolers **Humitech**, Knoxville, TN, no price increase \$3760 annually

-Office supplies – **Award to Purkey's** \$3029.59, Staples \$3114.27, Office Depot \$3,389.76.

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-Printing of Café Deposit forms- **Choate Printing** \$104.00, Dockins Graphics \$167.55, DPA No Bid.

#### REQUISITIONS

ENA- Annual renewal of Internet Services- \$118,251.20

Renaissance Learning-renewal of Accelerated Reader and Renaissance Star 360.  
(all school sites)- \$79,738.28

#### e. Surplus Equipment

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

Equipment includes brake lathe, wheel balancer, and outboard test tank

#### f. MOU- NlswongerCare Online Program

This MOU is between McMinn County Schools and the Nlswonger Foundation to expand online-course offerings of the consortium to students. Membership affiliate Fee is \$4600 per year with year 1, the LEA being responsible for \$2300 and Grant funding being provided for the remaining costs. The MOU shall be effective from the date of signing until August 31, 2021.

#### g. MOU Coordinated School Health Program-2018

This MOU is between McMinn County Schools and Tennessee Department of Education for the Coordinated School Health initiative for the FY 2018/19. Amount of the award is \$131,000.

#### h. Special Education Contract of Services-Stellar Therapy

This contract is between Stellar Therapy Services, LLC and McMinn County Schools for the provision of appropriate special education and related services to children with disabilities. The contract period will be July 1, 2018 to August 31, 2019.

#### i. Special Education Contract of Services- Tri County Center

This contract is between McMinn County Schools and Tri-County Center for the provision of daily vocational educational services for a maximum of eight (8) students. The cost is \$30 per day per student and will be for the contractual period of August 1, 2018 through July 31, 2019.

#### j. Special Education Contract of Services- Little TN Valley Educational Cooperative

This contract is between McMinn County Schools and Little TN Valley Educational Cooperative for the provision of special education services for the 2018/19 school year. The services will be for the participation in the Assistive Technology Center at the rate of \$13,250.

#### k. Special Education Contract of Services- Grace Rehabilitation Center

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This contract is between McMinn County Schools and Grace Rehabilitation Center for the provision of occupational and physical therapy services for the 2018/19 school year. The contract period will be August 1, 2018- July 31, 2019.

I. 2018/19 High School Budgets

Internal School budgets for the 2018/19 school year were submitted for approval by Central High School, McMinn County High School, and the McMinn Career Technical Center.

m. 2018/19 High School Fundraisers

A list of proposed fundraisers to be conducted during the 2018/19 school year was submitted for approval by Central High School, McMinn County High School, and the McMinn Career Technical Center.

n. Approval of Course Syllabi for Honors/AP/Dual Enrollment Courses for the 2018/19 SY

Syllabi for the following courses to be offered during the 2018/19 school year were submitted for approval:

<b>Honors Courses</b>	CHS	MCHS
English I, II, III, IV	X	X
Algebra I, II	X	X
Geometry	X	X
Physical Science	X	
Biology I	X	X
Chemistry I	X	X
Physics	X	
Spanish I, II, III & IV	X	X
Pre-Calculus	X	X
Nursing Education	X	
U.S. History	X	X
World History & Geography	X	X
<b>Dual Credit Courses</b>	CHS	MCHS
Ag Plant Science		X
Ag Business	X	X
CAD	X	X
Marketing	X	X
Business	X	X
Health Science	X	X
Auto Tech	X	X
Personal Finance	X	X

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Collision Repair	X	X
Machining & Milling		X
Information Technology		X
Construction		X
Statewide U.S. History	X	X
Statewide Pre Calculus	X	X
<b>Dual Enrollment Courses</b>	CHS	MCHS
(English IV) Comp I & II	X	X
College Algebra	X	X
Statistics	X	X
PreCalculus I & II	X	X
Chemistry	X	
Anatomy & Physiology	X	X
Automotive Tech	X	X
Collision Repair		X
Mechatronics I & II	X	X
U.S. History		X
Sociology/Psychology		X
Principles of Manufacturing	X	X
Machining Technology		X
Welding		X
Trigonometry	X	X
Basic Calculus	X	X
Intro to Meteorology		X
Introduction to Physical Geography		X
Audio/Visual Production		X
Business Management	X	X
Entrepreneurship	X	X
Marketing Management	X	X
Electromechanical Technology	X	X
Computer Applications	X	X
Office Management		X
Personal Finance	X	X
Networking Cyber Security		X
Cosmetology	X	X

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<b>Advanced Placement Courses</b>	<b>CHS</b>	<b>MCHS</b>
Language & Composition	X	X
Literature & Composition		X
Calculus AB	X	X
Biology		X
Chemistry	X	X
Physics I, II		X
U.S. History		X
European History		X
Human Geography	X	X
Government & Politics	X	X
Studio Art	X	
Spanish Language & Culture		X

o. 2018/19 Salary Schedules

Salary Schedules were submitted for approval including the proposed 1% pay increase for all employees.

p. Budget Amendments

FEDERAL PROJECTS #142, TITLE 1, #108

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

FEDERAL PROJECTS #142, TITLE II, #208

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

FEDERAL PROJECTS #142, IDEA Part B #908

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

Chairman Brown asked for a motion to approve the regular consent agenda.

Motion to approve was made by Mike Lowry, seconded by Denise Cunningham. Chairman Brown asked for any discussion. A voice vote was recorded. Motion carried by unanimous vote.

Chairman Brown said we have another budget amendment submitted by the finance office that was received after the board packet was sent and a hard copy of this amendment was distributed for the board's review and approval. The following budget amendment was distributed:

*Budget Amendment: General Purpose Schools Fund #141, To avoid functional category deficits at fiscal year end.*

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Upon review by board members, Chairman Brown asked for a motion to approve the added budget amendment. A motion to approve was made by Denise Cunningham, seconded by Joe Coleman. Chairman Brown asked for any discussion. A voice vote was recorded. Motion carried by unanimous vote.

### 3. PERSONNEL

#### a. Personnel Actions

Last Name	First Name	Assignment	Action	Location	Effective
Shamblin	Erica	Roving Asst. Principal	Resign	EKB/CAL/ROG.Crk	6/14/2018
Thomas	Barbara	P.E. Teacher	Transfer	ENG to MVS	8/1/2018
Roderick	Sheila	Teacher	Retire	RCVLE	5/24/2018
Shaver	Angela	Ag. Teacher	Resign	MCTC	6/29/2018
Masingale	Austin	Teacher	Resign	Niota	7/2/2018
<b>ESP</b>					
Lawson	Dylan	Asst. FB Coach/Pd Non-Faculty	Hire	CHS	18/19 SY
Monroe	Shelby	Speech Pathologist/Aide	Hire	RCVL/Rog Crk.	
Slack	Ruby	Bus Driver	Retire		9/30/2018

Mr. Blevins recognized Sheila Roderick with 33 years of teaching service and said she was not retiring, but “changing directions”. Mr. Blevins said Ms. Roderick would be returning this fall to work a 100 day contract at the school.

Mr. Blevins also recognized bus driver, Ruby Slack, and said she is retiring with over 20 years of service with the school system. Mr. Blevins wished both of them well with their upcoming retirements and thanked them for their service.

#### b. 2018/19 High School Coaching Recommendations

	<u>CENTRAL</u>	<u>MCMINN</u>
<b>Academic Coach</b>	Katrina Kilby	
<b>Administrative Asst</b>	Doug Armstrong	Jimmy Haynie
<b>Athletic Director</b>	Doug Armstrong	Jimmy Haynie
<b>Band Director</b>	Ashley McDonald	Abbie Headrick
<b>Band Director (Asst)</b>	Kaylee Vaught ( <i>non-faculty</i> )	Catherine Betts
<b>Baseball (Asst)</b>	Donnie Cowart ( <i>non-faculty</i> )	Adam Ray
<b>Baseball (Head)</b>	Matthew Traylor	Matt Ray
<b>Basketball (Asst)-Boys</b>	Mark Mobley	Nathan Simbeck
<b>Basketball (Head)-Boys</b>	Doug Armstrong	Ed Clendenen
<b>Basketball (Asst)-Girls</b>	Christy Buckner	Lynn Monroe



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<b>Basketball (Head)-Girls</b>	Johnny Morgan	Tim McPhail
<b>Bowling</b>	N/A	Preston Moser
<b>Cheerleader Sponsor</b>	Tanya Davis	Emily Langston
<b>Cross Country</b>	Brent Masingale	Jeff Galloway
<b>Drama/Chorus</b>	n/a	Sarah Dalbey
<b>Football (Asst)</b>	Brent Masingale	Brad Bennett ( <i>non-faculty</i> )
<b>Football (Asst)</b>	Derrick Vestal ( <i>non-faculty</i> )	Jake Roberts
<b>Football (Asst)</b>	Steven Stone	Nathan Simbeck
<b>Football (Asst)</b>	Kim Gossett ( <i>non-faculty</i> )	Tim McPhail
<b>Football (Asst)</b>	Ben Stiles ( <i>non-faculty</i> )	Tony Murdic
<b>Football (Asst)</b>	Dylan Lawson ( <i>non-faculty</i> )	<i>OPEN</i>
<b>Football (Head)</b>	Josh Goodin	Bo Cagle
<b>Golf</b>	Doug Armstrong	Jerry Quirk
<b>Guidance Director</b>	Jacquelyn Scruggs	Leidy Newton
<b>Soccer (Asst)-Boys</b>	Travis Tuggle	Jordan Jacob
<b>Soccer (Asst)-Girls</b>	Cody Bull	Madison Young
<b>Soccer (Head)-Boys</b>	Cody Bull	Duane Rikard ( <i>non-faculty</i> )
<b>Soccer (Head)-Girls</b>	Travis Tuggle	Jordan Jacob
<b>Softball (Asst)</b>	Steven Stone	<b><i>Open</i></b>
<b>Softball (Head)</b>	Britt Shaw	Bo Cagle
<b>Tennis</b>	Katelyn Whitener	Lynn Monroe
<b>Track (Asst)</b>	Josh Boggess	Tony Murdic
<b>Track (Head)</b>	Brent Masingale	Jeff Galloway
<b>Volleyball</b>	Andrew Whitehead	Lynn Monroe
<b>Wrestling (Asst)</b>	N/A	<b><i>Open</i></b>
<b>Wrestling (Head)</b>	N/A	Matthew Rabine
<b>Volunteer Coaches:</b>	<b>CHS</b>	<b>MCHS</b>
	Mike Hodge (Basketball)	Tyrome Santos (Football)
	Todd Loveday (Basketball)	Chris Cornett (Football)
	Bob Lambert (Golf)	
	Cindy Cockrell/Emma Davis	

#### 4. COMMUNICATIONS

a. TSBA Fall District Meeting- September 13, 2018 District Host Location-McMinn County High School

Mr. Blevins reminded the board of McMinn County hosting the event this year. He said we are busy working with the caterer, Nancy Crisp, and with the high school lining up details and student volunteers. Mr. Blevins stated we will provide more information as we get closer to the event.

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## **5. REPORTS**

### **a. Committee Reports**

Chairman Brown asked for any committee reports. There were none. Chairman Brown recognized Rob Shamblin, Policy Committee Chairman.

### **b. Second Reading on Policies/Procedures**

- Policy 4.210-Credit Recovery
- Policy 5.600- Staff Rights & Responsibilities
- Policy 4.605- Graduation Requirements
- Policy 5.802- Qualifications and Duties of the Director of Schools
- Policy 6.405-Medicines
- Policy 6.4051-Glucagon and Diazepam Gel (Diastat)
- Policy 4.407- Web Pages
- Acceptable Use Procedures (Student & Employee

Mr. Shamblin said the policies and procedures listed were approved last month on first reading and the committee is recommending them tonight for second and final reading. Chairman Brown asked for any discussion. Chairman Brown said the recommendation came from the policy committee and asked for a second to the motion. Joe Coleman seconded he motion. A voice vote was recorded. Motion carried by unanimous vote.

## **6. DIRECTOR OF SCHOOL'S REPORT**

Mr. Blevins said the major summer project was the replacement of the AC units at McMinn County High School. Mr. Blevins said Mike Lowry had been a tremendous help along with Roger Freeman and Eric Holcombe. He said all AC units have been delivered and the school will be closed next week, July 16 to remove the old units and set the new ones. Mr. Blevins said he anticipates the removal and installation to be over the course of five (5) days but this could be dictated by the weather. Mr. Blevins said the goal was to re-open the school July 23.

Mr. Blevins said we have also been doing remodeling this summer at Central High School and Mt, View. Mr. Blevins said they have removed the old carpet in the library at Central and also in the office at Mt. View and replaced both with new floor tiles.

Mr. Blevins reminded the board the first day of school for students would be August 7<sup>th</sup> with this being an early dismissal day. He said the second day of school and the first full day would be on Thursday, August 9<sup>th</sup>.

Mr. Blevins introduced to the board Ms. Teresa Blevins as the new principal of Calhoun Elementary school. Mr. Blevins said Ms. Blevins is replacing retiring principal, Larson Frerichs. He informed the board that Ms. Blevins has been the assistant principal at Englewood Elementary School for several years and they were very excited to have her in this new role.

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Mr. Blevins said his final item was regarding an email he sent out earlier today to the board regarding a possible workshop to discuss consolidation of some of our schools and a middle school concept. Mr. Blevins asked the board to review the email and let me know their direction. Mr. Blevins said he would to have a capital projects outline to give to the incoming Director of Schools this fall.

Mr. Blevins said Jason Luallen and his department were able to enter all of our 2018-19 budget proposal requests in line item format and asked the board for approval. Tony Allman made a motion to approve the 2018/19 School System Budget as presented. The motion was seconded by Melinda King. Chairman brown asked for any discussion. A voice vote was recorded. Motion carried by unanimous vote.

## **7. PRAISES AND COMPLIMENTS**

There were no shared comments.

## **8. CHAIRMAN'S COMMENTS**

a. Next regular session meeting- Thursday, August 9, 2018 at 5:30 p.m.

Chairman Brown reminded the board of the next regular session meeting. With no other items on the agenda, Chairman Brown asked for a motion to adjourn tonight's meeting. A motion to adjourn was made by Mike Lowry, seconded by Denise Cunningham. A voice vote was recorded. Motion carried by unanimous vote.

Meeting adjourned.

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Chairman's Signature

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Director of School's Signature