

June 22, 2010

The Marshall County Board of Education met in special called session on Tuesday, June 22, 2010, at 6:30 p.m. in the Board Conference Room at Jones School to discuss the job descriptions of the two Deputy Directors and the 2010-2011 budget.

Members present were Curt Denton, Kristen Gold, Harvey Jones, Barbara Kennedy, Mike Keny, Craig Michael, Delinda Owens, Randy Perryman, and Ann Tears. No members were absent. Sam Jackson, board attorney, was also present.

Prayer/Pledge

In discussing the Deputy Director job descriptions (see attached), the following changes were suggested: on #2 of the Qualifications, the sentence should read "Significant supervisory experience in the area of Education"; take out "Must be an existing position in the Central Office" under Duties; #4 under duties should read "May be a member of Negotiating Team"; and add the evaluation procedure.

Concerns expressed included the description of duties is vague and not as detailed as other job descriptions, and should the word "significant" describing supervisory experience be more quantitative? Mr. Jackson told the board the reading of the job description is up to the board; it can be as specific or less specific as they'd like. He added that Mr. Dukes determines how "significant" the experience is to be.

Questions were asked, in addition to Central Office supervisors, if others, such as principals, would qualify for the position. Mr. Dukes stated any administrator would qualify to apply for the position.

Mr. Michael made a motion to approve the job descriptions of Deputy Directors #1 and #2 with the suggested changes; Ms. Owens seconded the motion.

In further discussions, it was clarified that the Deputy Director positions will consolidate a supervisor's current duties and the duties of the deputy director. Concern was expressed that once the deputy director positions are filled and the supervisor is moved on the organizational chart previously approved by the board, that organizational chart has changed; Mr. Jackson agreed that is correct. He added that once the deputy directors are selected, that person will receive an

upward promotion on the chart; therefore, the chart has changed and the board will have to vote to approve the organizational chart.

The roll call vote on the motion to approve the job descriptions (with suggested changes) was as follows:

Mr. Denton	Yes	Mr. Michael	Yes
Ms. Gold	No	Ms. Owens	Yes
Mr. Jones	No	Mr. Perryman	No
Ms. Kennedy	No	Ms. Tears	Yes
Mr. Keny	Yes		

The motion passed 5-4.

The Deputy Director positions will be posted.

In addressing the budget, Ms. Gold discussed the list of questions she had submitted to Mr. Dukes earlier in the week and the list of suggested budget cuts. Ms. Gold reminded board members that Ms. Delk (supervisor of food services) was asked at a previous meeting if food services could pay indirect costs, such as Special Education; she pointed out the response of why food services cannot pay indirect costs at this time. She added that she had contacted Deborah Owens at the state level, who said indirect costs can be taken from federal programs; the federal programs budget application can be amended through October when it's finalized. Also, funds can be taken from ARRA.

Ms. Gold told the board the budget will have to be taken to the County Commission's Education Committee first; once approved, it will be sent to the Budget Committee before finally going to the full Commission. She will let the board know when the Education Committee needs the final draft of the budget.

Following a discussion concerning Title I teachers providing instruction in a regular classroom, Mr. Michael suggested that in order to eliminate any confusion of where the funds are distributed in Title I, a list (by elementary schools) be provided on the money available at each school and how the funds are being used (personnel and their function, what's being purchased [instructional supplies], and professional development).

Mr. Dukes gave a rough estimate comparing last year's professional development expenditures for GP and Federal Projects: GP - \$39,292; Federal Projects - \$34,445. Ms. Kennedy asked if she could get a list of the professional development conferences/workshops and who attended; director of Federal

Programs Linda Williams-Lee stated Ms. Kennedy could get that list from her office. Ms. Gold asked the board to look at the professional development funds to see if any could be cut from the budget. Mr. Dukes reminded the board that with Race to the Top, the state will offer more professional development (yet to be announced) that may be offered free of charge or at a discounted fee (the only cost to the system will be substitute teachers), which may help with the PD funds.

Mr. Dukes distributed the "Estimated" 2010-2011 budget (see attached) prepared by Malinda Stanford, Fiscal Consultant with the state, which shows actual 2008-2009/2009-2010 budget numbers. Ms. Gold stated that the Unrealized Local Revenue Reserve (\$203,000) may have to come out of Undesignated Fund Balance (which will result in the Undesignated Fund Balance totaling \$1,666,581).

Ms. Gold urged the board that if members are considering reducing the number of Alternative School staffing (from three teachers to two as was indicated in the list of suggested cuts), this is the time to act on the suggestion and work it into the budget. Mr. Dukes stated two regular education teachers would be used in Alternative School and one Special Education teacher would be brought in as needed. Ms. Kennedy made a motion to amend the Alternative School staffing in this year's budget to include two teachers only; Mr. Michael seconded the motion. Mr. Dukes clarified that the reduction of one teacher is the result of not rehiring a teacher at the end of the year; therefore, eliminating that position. The motion passed 8-1, with Mr. Keny voting no.

Ms. Kennedy would like more information on why some principals/supervisors are 12 months and others are 11 months. She strongly encouraged the board to find a way to put all principals and supervisors on 11-month contracts. Ms. Tears added that she would like principals to show proof students are making one-year gains, especially if they are on 12-month contracts.

Mr. Michael reminded the board that a purchase order in the amount of approximately \$93,000 is to be written at the beginning of July for special education CTE computers. Ms. Gold stated she thought the money was already budgeted in the 2009-10 budget but she would follow-up to make sure. Ms. Gold also requested that Mr. Dukes check on that amount in the event the total has changed.

Mr. Michael expressed concern that there is no money in the budget for an increase in premiums for health care.

A work session to discuss the budget was scheduled for Thursday, July 8, 2010, at 6:30 p.m.

Ms. Kennedy again expressed her request to receive information/materials that need action taken on prior to meetings instead of on the evening of the meetings.

Mr. Michael asked that, during the work session, the board revisit the list of new positions the Tennessee Diploma Project is mandating.

The meeting adjourned at approximately 9:15 p.m.

Respectfully Submitted,

Mike Keny, Chairman

Roy Dukes, Director