

## MINUTES

The Campbell County Board of Education met in regular session on Tuesday, February 8, 2011, 6:00 p.m., at the courthouse in Jacksboro, Tennessee. The following school board members were present: Rector Miller, David Lynch, Homer Rutherford, Josh Parker, Johnny Byrge, Scott Hill, Eugene Lawson, Johnny Creekmore, J.L. "Sarge" Collins and Chairman Mike Orick. Sharon M. Ridenour, Interim Director of Schools was present and Gail Parks kept the minutes.

Prayer by Mr. Adkins.

Pledge of Allegiance led by Rector Miller.

- I. Roll Call and Call to Order.
- II. Approve Consent Agenda.
  - A. Minutes of the previous meeting.
    1. January 6, 2011, search committee meeting.
    2. January 11, 2011, regular session meeting.
    3. January 13, 2011, search committee meeting.
    4. January 20, 2011, special called meeting.
    5. January 20, 2011, search committee meeting.
    6. January 27, 2011, special called meeting.
    7. January 27, 2011, search committee meeting.
  - B. Approve Executive Action.
    1. Award lowest and best bid to Asbestos Management & Equipment for removal of asbestos at East LaFollette Elementary School in the amount of \$5900.00.
  - C. Dilapidated items.  
Jellico High School  
Computer monitor, keyboard, desktop  
0065880 0065879 0065878 0065876 0065877
  - D. Approve transfer of 5 bus contracts from David Adkins to Patrick Adkins effective January 3, 2011.
  - E. Approve re-alignment of Campbell County Board of Education Committee Appointments.

Motion by Rutherford, second by Collins to approve the Consent Agenda.  
Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

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III. Approve Regular Agenda and Addendum.

Motion by Rutherford, second by Miller to approve the Regular Agenda and Addendum. Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

IV. Recognize Jeff Marlow, Director of Finance.

A. Monthly Financial Reports.

141 General Purpose School Fund. Balance sheet as of December 31, 2010.

Cash with Trustee - \$6,652,736.60  
Total Revenues - \$19,358,419.00  
Percent of Budget – 50.6%  
Total Expenditures - \$18,162,194.69  
Percent of Budget – 46.6%

142 Federal Projects School Fund. Balance sheet as of December 31, 2010.

Cash with Trustee - \$202,927.00  
Total Revenues –\$2,921,976.59  
Percent of Budget – 35.2%  
Total Expenditures - \$3,116,261.80  
Percent of Budget – 36.1%

143 Central Cafeteria Fund. Balance sheet as of December 31, 2010.

Cash with Trustee - \$1,185,331.71  
Total Revenues – 1,629,281.96  
Percent of Budget – 49.8%  
Total Expenditures - \$1,534,340.32  
Percent of Budget – 46.9%

Mrs. Karen Henegar gave a detailed summary of the December Monthly Financial Reports and requested they be approved at this time.

Motion by Byrge, second by Lynch to approve the December Monthly Financial Reports. Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

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B. Approve Budget Amendments and Resolutions.

Mrs. Henegar gave a detailed summary of the 3 Budget Amendments and Resolutions and request if there were no questions they be approved at this time.

Motion by Parker, second by Hill to approve all 3 of the Budget Amendments and Resolutions.

Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

C. Reviewing of Bids. (Nothing at this time).

1. Cellular Telephone Service.  
Verizon Wireless - \$29.99  
Sprint - \$29.99

Recommendation to award bid to Verizon Wireless. Verizon Wireless has a wider coverage area for shared minutes. This is also the recommendation of Jack Cannon, Technology Supervisor.

Motion by Miller, second by Collins to award bid to Verizon Wireless.

Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

2. Local and Long Distance Service.  
Birch Communications - \$38.95 per line

Birch Communications was the only bidder. This is the recommendation of Jack Cannon, Technology Supervisor.

Motion by Hill, second by Rutherford to award Local and Long distance service to Birch Communications.

Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

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- D. Request permission to advertise bids for the following items for School Nutrition Program.
1. Commodity items for the 2011-2012 school term.

Motion by Lawson, second by Lynch to advertise bids for Commodity items for the 2011-2012 school term.

Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

- E. Request permission to advertise bids for modular classroom unit for Jellico High Alternative School.

Motion by Hill, second by Collins to advertise bids for modular classroom unit for Jellico High Alternative School.

Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

V. Items for Action:

- A. Adopt Building Committee action that all schools heating and air conditioning thermostats set at mandatory temperatures of 72 degrees in the summer and 70 degrees in the winter.

Board member Miller stated the new units have been installed at Campbell County High School. Covers have been installed over the thermostats. Energy grants require mandatory temperatures as recommended by the contractors. If adjustments are needed there will be no problem.

Motion by Byrge, second by Lynch to mandate temperatures of heating and cooling of schools.

Miller –yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

- B. Approve Marketing Committee recommendations.

The Marketing Committee met on January 27<sup>th</sup>. It was discussed and approved to select David Longmire as realtor and to increase the funding to advertise in the amount of \$10,000 to insure maximum exposure to sell the old Caryville Elementary School property.

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Motion by Lawson, second by Parker to approve Marketing Committee recommendation. Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

C. Approval of allowing Interim Director of Schools to apply for Director of Schools position.

Motion by Creekmore, second by Collins to allow Interim Director of Schools, Sharon Ridenour to apply for Director of Schools position. Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

D. Consider approving Campbell County Board of Education policy 2.811 Credit Card Usage. 1<sup>st</sup> reading.

## Campbell County Board of Education

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Monitoring:	1 <sup>st</sup> Reading/February 8, 2011	Approved	Descriptor Code 2.811
Review:	<u>Credit Card Usage</u>	IHC/Bd. Minutes	

The Campbell County Board of Education has established a travel credit card. This card is to be used to facilitate prepayments and NON-FOOD travel expenses for Board of Education employees (including School Board Members).

Reporting procedures for this card will be the following:

Documentation in the form of the credit card statement shall be submitted to the Board of Education every month, including months when there are no transactions.

Receipts shall be kept and maintained in the Campbell County Department of Finance.

Food related expensed, including any alcoholic beverages, are NOT to be put on the travel credit card. Charging meals will result in the employee having to reimburse the

county for those expenses and can result in the suspension of travel credit card privileges.

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Employees who charge non-allowable expenses to a credit card are completely liable for the full reimbursement of those expenses.

The Director of Schools' shall appoint a designee to keep a log of who is making charges to the travel credit card.

The credit limit shall not exceed \$10,000 without approval of the Board of Education.

It is the Director of Schools' and or Chairman of the Board of Education's choice as to how travel is done. When to drive or fly depends on number of people traveling, miles traveled, and of course the budget.

Motion by Hill, second by Creekmore to approve Credit Card Usage Policy on 1<sup>st</sup> reading.

Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

VI. Items for Discussion: Nothing at this time.

VII. Discuss Legal Matters. Nothing at this time.

VIII. Discuss Committee Reports. Nothing at this time.

A. Update from Education Committee. Nothing at this time.

B. Update from Negotiation Committee. Nothing at this time.

C. Update from Building Committee.

Board member Miller thanked Jennifer Caldwell with the LaFollette Press on the article regarding the new Central Office Building. A walk through the new building will be on Thursday, February 10<sup>th</sup> at 2:00 p.m. Board member Miller and Chairman Orick commented to the public that the project was coming in under budget.

D. Update from Athletic Committee. Nothing at this time.

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IX. Recognize School Board Members.

Board member Collins addressed 3 leaks at Jellico High School. Mr. Collins stated the maintenance department has been over to the school but the problem has not been corrected. Another problem addressed was the gate being left open at the new football field at Jellico Elementary. It was discussed that people were riding trucks and four wheelers on the property and doing damaged. Mr. Wright will contact the principal and instruct the gate be locked.

Board member Creekmore congratulated Jellico Elementary School for going to the state tournament.

Board member Hill addressed the issue of the child being left on the school bus. Mr. Clayton Ray addressed the board by saying the driver walked through the bus and did not see the student on the bus. The student walked to the neighbor's home and the sheriff's department was called. The student was given breakfast and checked by the school nurse. It was asked to Mr. Ray if it was policy to look and make sure no one is left on the bus after the route was complete. Mr. Ray responded yes.

Board member Parker congratulated LaFollette Middle School on winning the county tournament. Board member Parker also congratulated Mrs. Amy Hammac on her play at Campbell County High School.

Board member Rutherford request someone look into eBooks and give a report back to the board.

Mr. Jack Cannon addressed the board and informed the instant messenger was in the final phase. 40 school personnel will be trained. More information will be available at a later date.

Board member Orick reminded the board of the Day on the Hill on February 22, 2011.

X. Recognize AFT President.

Mrs. Marlow informed the board the Calendar Committee would be meeting on February 9<sup>th</sup> at the Central Office location.  
Meeting Adjourned.

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Sharon M. Ridenour  
Interim Director of Schools

Mike Orick  
Chairman of the Board