

## MINUTES

The Campbell County Board of Education met in regular session on Tuesday, February 14, 2012, 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. Director of Schools, Donnie Poston was present and Gail Parks kept the minutes.

Recognize Jack Cannon

Mr. Cannon read into record the Student Internet Use Policy in accordance to state law.

Prayer by Larry Nidiffer.

Pledge of Allegiance led by Johnny Creekmore.

I. Roll Call and Call to Order

II. Recognition of Guests

Chairman Orick stated representatives from Trane and Michael Brady were in attendance for the meeting.

III. Approval of Consent Agenda

- A. Minutes of the previous meetings.
  - 1. January 10, 2012, regular session meeting.
  - 2. January 26, 2012, athletic committee meeting.
  - 3. January 26, 2012, finance committee meeting.
  - 4. February 2, 2012, special called meeting.

The minutes from the January 26, 2012, finance Committee were corrected to reflect amount of Change Order for JROTC project in the amount of \$13,000.00

- B. Approve Executive Actions.
  - 1. Request permission to advertise bids to sell HVAC scrap metal as surplus for Jellico High School and East LaFollette Alternative School.
- C. Approve dilapidated equipment.
  - School Nutrition Program – all schools
  - Computer Hard Drive – XPPRO (10 items)
  - Monitors – 1772E (6 items) V173B 52XMAX

Motion by Parker, second by Miller 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.

MINUTES  
PAGE 2  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

IV. Approval of Regular Agenda

Item 9-B was deleted from the Agenda. Item 9-B (2) was added to Agenda.

Item 8-J was moved under 7-B.

Motion by Hill, second by Rutherford to approve the Regular Agenda.

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

V. Comments from the Chair

Chairman Orick stated that on December 20, 2011, there was an incident at Jacksboro Middle School which involved individuals and the use of illegal drugs in the parking lot. Our School Resource Officer went beyond the call of duty and handled the incident extremely well. The Board of Education recognized Mr. Shane Wolfenbarger with a plaque for their appreciation of his dedicated service to Campbell County Schools.

Chairman Orick updated the board on the traffic light at Elkins Road in Caryville. Chairman Orick has spoken with Lee Jones with TDOT, and the project should be completed by June 2012. Update on board policy manual was given that TSBA will be divided up into sections. The first section will be available by May 1<sup>st</sup>. Chairman Orick has been in contact with Reid Troutman and title search is underway. An update will be given next month.

VI. Director's Monthly Report

Director Poston informed the board of news of waiver of certain provisions for No Child Left Behind. According to information provided by Tennessee Commissioner of Education, Kevin Huffman, approximately half of the schools across Tennessee failed AYP based on last year's results, and 80 percent would be failing based on this year's projections. Under the new system, Campbell County and other Tennessee school systems will set school level goals. Districts will be designated as "achieving" or "missing" measures based on all of measurable data. The new system of accountability will identify the bottom five percent of schools based on their performance and will be designated as Priority Schools. The next group will be ten percent of schools with the largest and most persistent achievement gaps between groups of students. This will be the Focus Schools. The top ten percent schools that exhibit absolute performance or value-added growth will be known as Reward Schools.

MINUTES  
PAGE 3  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

VII. Recognize Jeff Marlow, Director of Finance

A. Monthly Financials.

141 General Purpose School Fund. Balance sheet as of December 31, 2011.

Cash With Trustee - \$6,464,960.07

Total Revenues - \$20,015,501.08

Percent of Budget – 51.7%

Total Expenditures - \$19,957,875.43

Percent of Budget – 48.5%

142 School Federal Projects Fund. Balance sheet as of December 31, 2012.

Cash With Trustee - \$335,417.50

Total Revenues - \$3,022,864.59

Percent of Budget – 48.9%

Total Expenditures - \$3,017,742.81

Percent of Budget – 48.2%

143 Central Cafeteria Fund. Balance sheet as of December 31, 2012.

Cash With Trustee - \$603,531.77

Total Revenues - \$1,482,273.05

Percent of Budget – 44.5%

Total Expenditures - \$1,620,650.19

Percent of Budget – 43.0%

Mr. Marlow gave a detailed summary of the December 2012 Monthly Financial Reports and request if there were no questions they be approved at this time.

Motion by Parker, second by Byrge to approve December 2012 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.

B. Approve Budget Amendments and Resolutions.

Mr. Marlow stated there were 9 Budget Amendments. Mr. Marlow request Budget Amendment 2-1 be read into record and acted upon separately.

MINUTES  
PAGE 4  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

Amendment 2-1

Trane has performed the Investment Grade Energy Audit authorized at the joint meeting held between the Board of Education and County Commission last September and has determined the amount of energy efficiency improvements able to be undertaken within the Campbell County School System based on the self-funding threshold and the Bond Issue and Energy Grant revenues are being estimated and appropriations are being made to provide for various facility improvements and associated cost within the school system.

Motion by Miller, second by Hill to approve Budget Amendment 2-1.

Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-no, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

Mr. Marlow gave a detailed summary of Budget Amendments 2-2 through 2-9.

Motion by Parker, second by Byrge to approve Amendments 2-2 through 2-9.

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

VIII-8 Approve use of voting machines.

Mr. Marlow stated the County Commission was utilizing the software and a laptop would be needed. Gail Parks will serve as clerk. Mr. Marlow stated the process was a 2 button step. The board will need to do a trial run at the next committee meeting.

Motion by Hill, second by Parker to utilize voting machines during Board of Education meetings.

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.
  - 1. Cell Phone.
    - Verizon - \$28.84 monthly per line.
    - U. S. Cellular - \$30.00 monthly per line

Recommendation to award lowest and best bid to meet specifications to Verizon. This is also the recommendation of Jack Cannon, Technology Coordinator.

Motion by Lynch, second by Rutherford to award bid to Verizon.

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

MINUTES  
PAGE 5  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

2. Local and Long Distance Service.

Birch Communications - \$3,067.07 per month  
ENA – 1,873.00 per month. Set up cost \$63,367.00. Requires new equipment.

Recommendation to lowest and best bid to meet the needs of the Board of Education. This is also the recommendation of Jack Cannon, Technology Coordinator.

Motion by Parker, second by Rutherford to award bid to Birch Communication.  
Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

3. HVAC scrap metal for Jellico High School and East LaFollette Alternative.  
Ron's Maintenance - \$3,551.00  
Scrap Metal Solutions - \$1,220.00

Recommendation to award highest bid to Ron's Maintenance.

Motion by Hill, second by Byrge to award bid to Ron's Maintenance.  
Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

- D. Request permission to advertise Bids.
1. Roofing installation, HVAC, and Fire Alarm for East LaFollette Alternative.
  2. Commodity processing items for the 2012-2013 school year.

Motion by Lynch, second by Miller to approve bid request items 7-D, 1&2.  
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 accept contracts. Nothing at this time.

VIII. Items for Action:

- A. Approve Campbell County Schools Energy Conservation Program/PACT agreement with Trane.

Motion by Miller, second by Parker to approve Energy Conservation Program/PACT agreement with Trane.

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

MINUTES  
PAGE 6  
FEBRUARY 14 2012

- B. Approve changing date of March 13, 2012 regular session school board meeting to March 20, 2012.

Chairman Orick stated the week of March 12 through March 16 was Spring Break.

Motion by Byrge, second by Creekmore to change date of March board meeting to March 20, 2012.

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

- C. Approve mandatory action for all principals or their designee to attend all athletic events of their school and provide security. This item was approved through the Athletic Committee.

This item was discussed and approved through the Athletic Committee. Security will be provided for all home athletic events and mandatory attendance for all principals or their designee to attend all athletic events of their school.

Motion by Creekmore, second by Hill to approve security for all home athletic events and mandatory attendance for all principals or their designee to attend all athletic events of their school.

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

- D. Approve funds for Campbell County High School baseball and softball teams in the amount of \$1500.00 each. This item was approved through the Finance Committee.

This item was discussed and approved through the Finance Committee.

Motion by Parker, second by Creekmore to approve Campbell County High School softball and baseball to receive \$1500.00 each.

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

- E. Approve Textbook Adoption Committee for 2012-2013 with implementation of the textbook for the 2012-2013 school year.

CCHS – Lisa Copeland  
Gina Adrian

Elk Valley – Rhonda Goins

Jacksboro Middle – Nikki Bumbargner

Jellico Elementary – Thomas Collins & Darrell Byrge

Wynn – Tammy Webb

Jellico High – Brandy Sweat & Heather Justice

LaFollette Middle – Kim Leach

White Oak – Gabe Maiden

MINUTES  
PAGE 7  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

Motion by Lynch, second by Miller to approve Textbook Adoption Committee for 2012-2013. Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

F. Update Food Service Policy regarding use of kitchen.

Motion by Lynch, second by Collins to update Food Service Policy regarding Use of Kitchen. Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

G. Approve Campbell County Schools Use of School Facilities Form.

Motion by Lynch, second by Hill to approve Use of Schools Facilities Form. Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes, Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

H. Approve Internet Use Policy.

**INTERNET USE POLICY (STUDENT- to be reviewed and signed at the beginning of each school year)**

1. Acceptable Use and Monitoring

The Internet is a tool to facilitate communication in support of research and education, by providing access to unique resources via a worldwide computer network. The Campbell County Board of Education, herein referred to as the District, provides Internet capable computer access and equipment for use in support of and consistent with the educational objectives of the District. All users of the District provided computer connections and equipment must comply with existing rules and Acceptable Use Policies, which are incorporated into this, document, and are available from the District.

The use of Internet is a privilege, not a right. Inappropriate use, including any violation of these conditions and rules, may result in cancellation of the privilege. The District, under this agreement, is delegated the authority to determine appropriate use and may deny, evoke, suspend or close any user account at any time based upon it determination of inappropriate use by account holder or user.

MINUTES  
PAGE 8  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

All students are prohibited from installing any software on any computer or device owned by Campbell County Schools unless authorized by the Technology Department or its representative.

Transmission of any material in violation of any United States or state regulation is prohibited. This includes, but is not limited to copyrighting material, threatening or obscene material, or material protected by trade secret.

Use for commercial activities, product advertisement or political lobbying is prohibited. Activities prohibited under state or federal law are prohibited.

The District reserves the right to monitor resources to determine if specific uses of the network are appropriate. The District shall respect the privacy of user accounts and resource contents.

All users are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to the following:

Be polite and do not get abusive in any messages transmitted to others. We will respect everyone and extend the anti-bullying zone to include the internet. Use appropriate language. Do not swear, use vulgarities or any other inappropriate language. Social networking sites and chat rooms are prohibited. Electronic mail (e-mail) is not private. System administrators have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities and may result in the loss of user privileges.

Do not use the network in such a way that you would disrupt the use of it by others. Do not reveal personal addresses or phone numbers of students or colleagues.

## 2. No Warranties

The District makes no warranties of any kind, express or implied, for the service it is providing. The District will not be responsible for any damages such as loss of data or service interruptions caused by the District's negligence or by the user's. The District specifically denies any responsibility for the accuracy or quality of information obtained through the Internet or related equipment.



3. Security and Safety

Security on any multi-user computer system is a high priority. Users, under normal conditions, should not allow others to use their passwords. Users should protect their passwords to ensure system security. If you become aware of a computer related security problem, please notify the proper authority. Do not demonstrate the problem to other users. Improper use of passwords or attempts to improperly access another's account may result in cancellation of user privileges. Any user identified as a security risk for having a history of misuse of computer system privileges may be denied access to the district's computer network.

There are many virus hoaxes. Never delete system files from a computer in order to remove a potential virus without first checking with the Technology Department to make sure the virus is valid and not a hoax. Never forward reported virus warnings without first checking with the Technology Department to make sure the virus is valid and not a hoax.

All students will participate in Internet safety instruction integrated into the district's instructional program in grades K-12.

Schools will use existing avenues of communication to inform parents about Internet Safety.

4. Vandalism and Harassment

Vandalism is defined as any malicious attempt to harm, modify, and destroy data of another user. This includes, but is not limited to the uploading or creating of computer viruses. Harassment is defined as the persistent annoyance of another user or the interference in another's work. Harassment includes, but is not limited to the sending of unwanted e-mail. Vandalism and harassment may result in cancellation of user privileges.

5. Procedures for Use

Student users must always get permission from their instructors before using the network or accessing the Internet. Always follow written and oral classroom instructions. Where required, student users must sign-in legibly on the appropriate log or register in the classroom each time they use the network. All users have the same right to use the equipment. Student users shall not play games or use the computer resources for other non-academic activities. In addition, users shall not waste nor take supplies, such as paper, printer ink, and toner that are provided by the District. All users should talk softly and work in such a way as to not disturb other users.

6. Encounter of Controversial Material

Users may encounter controversial material that may be considered inappropriate or offensive to students, parents, teachers, or administrators. The District will take appropriate administrative actions, such as the use of content filtering solution through our internet provider. The internet filtering service will be compliant with the Children's Internet Protection Act (CIPA). However, with access to a global network, such as the Internet, it is impossible to completely control content and an industrious user may discover controversial material. It is the user's responsibility not to initiate access to such material. Any decision by the District to restrict access to the Internet shall not be deemed to impose any duty on the District to regulate the content of material on the Internet.

7. Penalties for Improper Use

Any user violating applicable state and federal laws, posted classroom rules or district policies will be subject to losing any and all computer and Internet access privileges as well as possible additional District disciplinary action. In addition, pursuant to State of Tennessee law, any unauthorized access, attempted access or use of any computer and/or Internet system in violation of Tennessee Law and/or other applicable federal laws and is subject to criminal prosecution.

MINUTES  
PAGE 11  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

I. Approve proposed 2012-2013 school year calendar.

Abbreviated Days will dismiss at 10:00 a.m. CAMPBELL COUNTY SCHOOL CALENDAR  
2012-2013

Monday, August 6.....County-Wide Inservice Day  
Tuesday, August 7.....Inservice Day  
Wednesday, August 8.....Registration Day/Dismissed 12:00  
Thursday, August 9.....Inservice Day  
Friday, August 10.....First Full Day of Class  
**Tuesday, August 28.....1<sup>st</sup> Six Weeks Mid-Term Ends**  
Monday, September 3.....Labor Day Holiday/No School  
Thursday, September 6 .....1<sup>st</sup> Month Ends  
**Thursday, September 20 .....1<sup>st</sup> 6 Weeks Ends**  
Wednesday, September 26 .....Report Cards Issued  
October 1-5 .....Parent Visitation Week  
Thursday, October 4.....2<sup>nd</sup> Month Ends  
October 8-12 .....Fall Break  
**Thursday, October 18.....2<sup>nd</sup> Mid-Term Ends**  
Tuesday, November 6 .....Election Day/No School  
**Friday, November 9 .....2<sup>nd</sup> Six Weeks Ends/3<sup>rd</sup> Month Ends**  
Wednesday, November 14 .....Report Cards Issued  
Wednesday, November 21 .....Abbreviated Day ( Dismissed at 10:00 a.m.)  
November 22-23 .....Thanksgiving Holidays/No School  
December 4-7.....AYP/EOC TESTING  
**Tuesday, December 4.....3<sup>rd</sup> Six Weeks Mid-Term Ends**  
Tuesday, December 11.....4<sup>th</sup> Month Ends  
**Wednesday, December 19 .....3<sup>rd</sup> 6 Weeks Ends/1<sup>st</sup> Semester Ends/Abbre. Day Dismiss at  
10:00**  
December 20-January 3.....Christmas & New Years Holidays/No School  
Thursday, January 3.....Inservice Day  
Friday, January 4.....First day back after Holidays  
Wednesday, January 9.....Report Cards Issued  
Monday, January 21 .....Martin Luther King Holiday/No School  
Thursday, January 24.....5<sup>th</sup> Month Ends  
**Friday, January 25.....4<sup>th</sup> Six Weeks Mid-Term Ends**  
**Friday, February 15.....4<sup>th</sup> Six Weeks Ends**  
Monday, February 18 .....President's Day/No School  
Thursday, February 21.....Report Cards Issued  
Friday, February 22.....6<sup>th</sup> Month Ends  
February 25-March 1 .....Parent Visitation  
**Monday, March 11.....5<sup>th</sup> Six Weeks Mid-Term Ends**  
Friday, March 22 .....7<sup>th</sup> Month Ends  
Friday, March 29 .....Good Friday/No School  
April 1-5 .....Spring Break  
**Tuesday, April 9 .....5<sup>th</sup> Six Weeks Ends**

**MINUTES  
PAGE 12  
FEBRUARY 14 2012  
REGULAR SESSION MEETING**

Wednesday, April 17.....Report Cards Issued  
April 22-26.....TCAP TESTING  
Monday, April 29 .....8<sup>th</sup> Month Ends  
**Thursday, May 2 .....6<sup>th</sup> Six Weeks Mid-Term Ends**  
**May 8-17 .....EOC Testing**  
Friday, May 24 .....J.H.S. Graduation  
Saturday, May 25.....C.C.H.S. Graduation  
Monday, May 27.....Memorial Day/No School  
Tuesday, May 28 .....Administrative Day  
Wednesday, May 29.....Last day of school/Report Cards Issued/Abbre.Day/**6<sup>th</sup> Six Week Ends**

**There will be one floating Inservice Day that will be determined at a later date.**

Motion by Miller, second by Lynch to approve the 2012-2013 school year calendar.  
Miller-yes, Lynch-yes, Rutherford-yes, Parker-yes, Byrge-yes, Hill-yes, Lawson-yes,  
Creekmore-yes, Collins-yes, Orick-yes. Motion Passed.

IX. Items for Discussion:

A. Discuss transportation.

Mr. Nidiffer informed the board of a fuel adjustment which occurred in 2010. Board member Miller asked if it was true that the board spent 1.3 million dollars in transportation. Mr. Nidiffer stated he had not been able to get exact figure from the finance department but knows the board of education pays for liability insurance on all buses. Board member Miller commended Mr. Nidiffer for looking closely into the transportation budget.

B. Discuss Central Office staffing and vacation days. This item was deleted.

B (2) Update on school activity account.

Mrs. Faye Comer informed the board of the 2 schools with findings in the audit process. It was asked what the findings were at Jellico Elementary School. Mrs. Comer stated they were athletic issues. Mrs. Comer stated the new policy manual would be available in July. Director Poston stated Mr. Richard Hill would be present at the next Finance Committee to give an overview of the audit. A Finance Committee meeting has been scheduled for March 8<sup>th</sup> at 6:00 p.m.

X. Discuss Legal Matters. Nothing at this time.

XI. Discuss Committee Reports.

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

MINUTES  
PAGE 13  
FEBRUARY 14 2012  
REGULAR SESSION MEETING

B. Update from Building Committee.

Board member Miller updated the board of progress being made at East LaFollette Alternative School. 80 percent of demolition that was needed has been complete. Fire marshal approval on Jellico Alternative is expected within the next week. Ground breaking for the project should be mid-March.

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

D. Update from Finance Committee.

The Finance Committee will meet on March 8, 2012, 6:00 p.m. at the central Office conference room.

E. Update from Marketing Committee. Nothing at this time.

XII. Recognize School Board Members

Board member Rutherford stated he has received calls regarding the sign at Campbell County High School that it wasn't visible from the west. It was suggested that another background color would help. Board member Parker stated some of the SRO's were in need of computers. Mr. Cannon will check into the issue tomorrow. The board will start receiving monthly reports from the SRO's.

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Mike Orick  
Chairman of the Board

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Donnie Poston  
Director of Schools