

MINUTES

The Campbell County Board of Education met in regular session on Tuesday, August 13, 2013, 6:00 p.m., at the courthouse in Jacksboro, Tennessee. The following school board members were present: Chairman Josh Parker, Johnny Byrge, J.L. "Sarge" Collins, Johnny Creekmore, Scott Hill, Eugene Lawson, Rector Miller, Mike Orick, Homer Rutherford, and Danny Wilson. Director of Schools, Donnie Poston was present and Gail Parks kept the minutes.

Prayer by Larry Nidiffer.

Pledge of Allegiance led by Danny Wilson.

- I. Roll Call and Call to Order
- II. Recognition of Guests Nothing at this time.
- III. Approval of Consent Agenda
 - A. Minutes of the previous meetings
 1. July 9, 2013, regular session meeting.
 2. July 15, 2013, recess session meeting.
 3. July 19, 2013, special called meeting.
 - B. Dilapidated equipment.

School Nutrition Program
Kodak Scanner – 4296-7928

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

- IV. Approval of Regular Agenda and Addendum

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

- V. Comments from the Chair

Chairman Parker stated this had been a year and that he would not have his name in contingency for the chairman or vice chairman position in September and it has been a privilege to serve. He thanked attorney Dail Cantrell and Gail Parks for their assistance during his time of Chairman. Chairman Parker discussed the 9 solar panel sites stating the LaFollette Utility side had generated \$15,000. Board member Miller asked when the schools would receive their money. Mr. Marlow stated it would be at the end of the year.

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VI. Director's Monthly Report

Director Poston thanked teachers and staff for an excellent in-service to start the year out. There are many exciting things planned for this year. Director Poston stated we have received good reports from the state. Our system is not on any negative list and missed being an exemplary system by 1 gap closure. Several systems are calling wanting to know what we are doing to close the gap in some of the special education programs. Mrs. Tammie Lay informed the board that our system had met grade achieved in all grade levels except 3 through 8 in reading. We were ahead of the state in that area. Mrs. Lay stated everyone was proud of this accomplishment and we were heading in the right direction. Director Poston stated progress was being made and he was proud of the teachers. Board member Miller asked if one school stood out. Director Poston stated Jacksboro Elementary was listed as a reward school. System wide results are embargoed until August 12th. Board member Miller stated he felt the ones doing well should be commended.

VII. Recognize Jeff Marlow, Director of Finance

- A. Monthly Financials. Nothing at this time.
- B. Approve Budget Amendments and Resolutions.

Mr. Marlow stated Budget Amendment 8-2 has been removed as per request from Director Poston. Budget Amendment 8-13-1 was added for consideration of approval.

Budget Amendment 8-1 deals with the appropriations of the carry over Capital Outlay money for the LaFollette Elementary canopy. The board was able to save \$15,000 on the project which will be used for generic capital outlay projects. The LaFollette Elementary School canopy project was not implemented during 2012-2013 and the appropriations went to an equity account for this project and are being re-appropriated accordingly and the last bids received for the project, inclusive of contingency, were \$15,000 less than anticipated resulting in these funds being available for other unspecified capital projects with the total project equity appropriated for use.

Motion by Orick, second by Creekmore to approve Budget Amendment 8-1.

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

Mr. Marlow gave a detailed summary of the 8-3 through 8-13-1 Budget amendments and request if there were no questions they be approved at this time.

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Motion by Miller, second by Wilson to approve Budget Amendments 8-3 through 8-13-1. Parker-yes, Byrge-yes, Collins-yes, Creekmore-yes, Hill-yes, Lawson-yes, Miller-yes, Orick-yes, Rutherford-yes, Wilson-yes. Motion Passed.

- C. Reviewing of Bids.
 - 1. Produce.
 - Gordon Food Service – No Bid
 - Institutional Wholesale - \$67,777.10

Recommendation to award only bid to Institutional Wholesale in the amount of \$67,777.10. This is also the recommendation of Vicki Woodard, School Nutrition Supervisor.

Chairman Parker asked Mrs. Woodard that since the federal government has been redoing the lunches and incorporating more produce and vegetables is this increasing the price of lunches. Mrs. Woodard stated they would be using twice the amount.

Motion by Miller, second by Wilson to award produce bid to Institutional Wholesale. Parker-yes, Byrge-yes, Collins-yes, Creekmore-yes, Hill-yes, Lawson-yes, Miller-yes, Orick-yes, Rutherford-yes, Wilson-yes. Motion Passed.

Board member Miller stated he had received and corresponded through email of the status of the undesignated fund balance. Board member Miler stated he had met with Mr. Marlow and thanked him for being candid and stated he was concerned about where the system would be next year and asked Mr. Marlow to clarify the \$1,034,000 that was taken out of the undesignated fund balance this year and next year would it not be the case \$900,000 that is reoccurring will not be there. Mr. Marlow responded by saying that was correct. Board member Miller stated he understood there may be an increase in ADM and asked if the board could see a growth if the ADM increased to 127 would this make an impact on the reoccurring. Mr. Marlow stated it was possible but if growth didn't happen we would sustain a loss. Board member Miller asked how many positions had been added in the last 3 years and taken out of the undesignated fund balance. Mr. Marlow stated 8. Mr. Marlow stated the system has lost 220 students over the last 3 years. Board member Miller stated Director Poston's contract ends in June and the budget process starts earlier than this and asked if they had any intentions to tackle this before had or wait. Board member Miller asked Director Poston what he planned to do. Director Poston stated the process needs to begin now regardless of who is in the driver's seat. Board member Miller asked Mr. Marlow how many positions had been eliminated that Director Poston stated \$200,000 had been cut from the central office. Mr. Marlow stated that Director Poston had eliminated at least 2 positions and this would be around \$150,000. The problem is when you are already upside down and the earnings continue to fall due to less number of students you get further away as opposed to being closer.

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Mr. Marlow offered solutions as to increase of student enrollment, increase in funding in county legislative body or reduction in non-mandated expenditures. Mr. Marlow recommended designing a system to do minimum requirements then prioritize and in the last 4 years the school system has been the only department which has received an increase. Chairman Parker stated you cannot expect our test scores to go out the roof on just minimum requirements. Mr. Marlow stated you could get the public involved for educators. Board member Lawson stated years ago they worked for a tax increase but the education department didn't get the tax off the increase. Board member Lawson asked if the system has met compliance. Director Poston stated we are now in compliance. Board member Lawson stated they were told there would be extra teachers and doesn't think we are getting them this year and feels the advice is different from what Nashville is telling and our finance department. Board member Lawson discussed that we were almost the lowest on per pupil expenditure. People think we have a lot of funds to work with and that is the perception. Board member Lawson stated he was concerned with the education of our children and feels like Campbell County drags their feet as compared to other counties. We have a desire to have school resource officers and were told Virtual Schools was going to come in and give a land slide of money and this would offset the cost of the school resource officers, but he has not seem any money from the Virtual Schools. Board member Miller stated he appreciated the discussion he held with Mr. Marlow and we are at the cusp with our finances. The board should clearly know now the direction it is going into next year with the budget and we could stay where we are now or demand our school system be funded. We owe this to the children and not the taxpayers. Board member Orick asked about the 8 positions which were added last year if this was due to teacher/pupil ratio. Director Poston stated yes. Board member Lawson stated they had received an email from Mr. Marlow regarding the cost of the school resource officers and asked if they were going to buy new cars for the officers. Board member Orick stated this concerned him as well. Board member Miller stated the original amount to fund 8 officers was approximately \$345,000. The sheriff's department came back and said for the program to be run the way it should be additional funds were needed for training, uniforms and a 1 time expense of used cars. Chairman Parker said he felt it was good for school resource officers to travel with the high school sport teams. Board member Orick asked is this the need for the vehicles? Board member Miller stated no the sheriff's department said it was a need for each of them to get to work. Board member Miller stated he has been working on this since January. No additional funds are coming from the state and no word as of yet with the Cops Grant. Director Poston is in full support of this and made a decision to fund out of the undesignated fund balance but this is not possible due to other position funded from fund balance. Board member Collins stated he did not understand the issue with police cars and stated every job he ever had he had to furnish his own car.

Board member Creekmore asked what happened to the plan to place deputies in the school and supply them with an office space. This may not be the best solution but at least it is a step in the right direction. Board member Orick agreed with the suggestion of board member Creekmore. Mr. Bruce stated this would help in our outlying areas.

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Board member Orick asked what the plan was if we do not receive the Cops grant. Board member Miller stated there was no plan due to funding. Chairman Parker stated he felt the idea of commissioner Walden was a good idea. Mr. Marlow stated he recommended the board do nothing until they heard from the grant and the system did not want to supplant.

- D. Request permission to advertise Bids. Nothing at this time.
- E. Request permission to accept renewal of contracts. Nothing at this time.
- F. Update from Faye Comer regarding individual school activity funds.

Mrs. Comer asked the board if there were any questions. Board member Miller asked Mrs. Comer if anything looked alarming that needed to be addressed. Mrs. Comer stated Jellico High received reports today and there was a deficit in the restricted account and that line items needed to be shown.

VIII. Items for Action:

- A. Consider approval of 2013 Influenza Vaccine Grant Program.

Board member Hill asked if the grant had been approved by the LaFollette Medical Foundation. Mr. Marlow stated yes, the application just needed to be filed.

Motion by Byrge, second by Creekmore to approve 2013 Influenza Vaccine Grant Program. Parker-yes, Byrge-yes, Collins-yes, Creekmore-yes, Hill-yes, Lawson-yes, Miller-yes, Orick-yes, Rutherford-yes, Wilson-yes. Motion Passed.

- B. Consider proclaiming September as Attendance Awareness Month.

Mrs. Nancy Leach distributed information regarding Attendance Awareness Month.

Motion by Wilson, second by Hill to proclaim September as Attendance Awareness Month. Parker-yes, Byrge-yes, Collins-yes, Creekmore-yes, Hill-yes, Lawson-yes, Miller-yes, Orick-yes, Rutherford-yes, Wilson-yes. Motion Passed.

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- C. Discuss and take any necessary action regarding canopy at LaFollette Elementary School.

A decrease of bid price was given to \$45,317.00. A budget amendment was approved with previous action of meeting.

Motion by Byrge, second by Rutherford to accept revised bid for canopy at LaFollette Elementary School.

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

Board member Miller asked if the heating and air issue is being addressed at Jacksboro Elementary School. Board member Orick asked if they had lost a unit. Director Poston stated the issue has been addressed and an emergency purchase is being issued. The cafeteria and kitchen units are out.

- D. Consider approving 504 & ADA Grievance Procedures. 1st Reading.

Mrs. Lay stated this would have the system in compliance.

Motion by Hill, second by Miller to approve 504 & ADA Grievance Procedure.

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

- E. Consider approving Countywide Accountant/Bookkeeper position.

Chairman Parker stated this is the position that has been talked about for a couple of months and request Director Poston to comment. Director Poston stated this position was discussed before he became the director and stated this was a position to build on and transition into between the central office and finance department. Board member Orick stated he asked for a job duty list for the position but never received one and asked Director Poston to give a description for this position. Director Poston stated again that he wanted to grow the position and each department has certain things they have been doing for years that perhaps may not be part of their job description. Director Poston stated when he was a supervisor he took care of 17 different programs and this person could take care of some of these things in addition to the bookkeeping going on in the schools. This has been a benefit for our schools. This person would help us with the budget oversight and know what is going on in the finance department that we need to know. Director Poston stated he would like to grow this position this year and build on it and it is something that has been needed for some time. Board member Creekmore asked if they were voting on creating this position and asked Director Poston if the position was going to be posted and taking applications.

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Board member Creekmore stated if you are creating a position I would think you would post it and let people apply for it. Director Poston stated if that was what the board wanted he would but stated he has made no bones about it that Mrs. Comer is doing some of this for us now and thinks she could handle it for us if she is willing to do it. Board member Orick asked Mr. Marlow if the funds for the position were in our budget. Mr. Marlow stated yes. Board member Miller asked what the salary would be of the person who is going to be hired for this position. Director Poston stated there was \$50,000 in the budget. Board member Miller asked he was going to bring Mrs. Comer down. Director Poston stated that is who he is recommending with her experience. Board member Miller asked if she was going to be making \$50,000. Director Poston stated he was recommending Mrs. Comer bring her current salary with her and grow the program and next year if we see this is something that will be of benefit then we can move her into a new title and monies. Director Poston stated as of now with our budget as is this is his recommendation. Chairman Parker and board member Byrge stated all the board could do is establish the position. Attorney Cantrell stated the board could create the position but the director of schools would pick who would serve in the position. Board member Collins asked if they were bringing Mrs. Comer down at her current salary and Director Poston stated this was his recommendation for this year. Board member Miller asked how much the replacement of Mrs. Comer would cost. Board member Orick stated \$4,000. Board member Lawson asked if the board still had a secretary scale and whoever is hired for her replacement would be on the secretary scale. Board member Orick stated Richard Terry could clarify the \$50,000 budgeted the increase would be 7 or 8 thousand more than what she makes now. Board member Creekmore again stated he was in no way against Mrs. Comer but asked if she comes would she be making her current salary or \$50,000. Chairman Parker stated Director Poston has said her same pay. Board member Wilson stated just because it is in the budget doesn't mean they have to make it.

Motion by Collins, second by Hill to approve Countywide Accountant/Bookkeeper position. Parker-yes, Byrge-yes, Collins-yes, Creekmore-yes, Hill-yes, Lawson-yes, Miller-no, Orick-yes, Rutherford-yes, Wilson-yes. Motion Passed.

IX. Items for Discussion:

A. Discuss pending contract with K-12 Virtual Schools.

Attorney Cantrell stated he had submitted 5 drafts of the contract. Attorney Cantrell expressed his concerns with the Special Education agreement. IEP obligations will be for 1 year. Attorney Cantrell has held several discussions with Virtual Schools and has reviewed the final draft of the contract and is now ready for the Director of Schools and Finance signatures. Director Poston stated the state department was in need of more information and this will be submitted to them. Board member Parker asked what if the system wished to opt out. Attorney Cantrell stated a 120 day notice would be required.

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B. Discuss In-School Suspension Program.

Board member Miller stated this was a large cost item and asked if they were paying on a bachelor's degree for those positions. Director Poston stated yes. Board member Lawson stated when the program started the positions were paid as teaching assistants then they were moved to teachers pay. Attorney Cantrell stated Anderson County utilizes 2 individuals and are substitutes. Discussion continued that certified people can't get positions

Motion by Lawson, second by Orick to not pay In-School Suspension full salary unless they have a degree.

Board member Parker stated for the record he has a conflict as his brother is an In-School Suspension teacher. Board member Byrge discussed the issue that currently some of the teachers are also coaches and recommended Director Poston check with the employees and see where they are on their degrees and give a report back to the board. Board member Orick withdrew his motion and board member Lawson withdrew the second.

X. Discuss Legal Matters.

Attorney Cantrell stated the new chancellor went through the docket and an old case was discovered from 2000. Attorney Cantrell said there was reason to believe the participant was deceased. He will investigate and report back to the board. Attorney Cantrell informed the board that he was waiting on an exoneration letter from Director Poston regarding the EEOC case. Attorney Cantrell thanked the board for the kind words with the death of his father.

XI. Recognize School Board Members

Board member Collins stated money is tight and a nurse is needed on the Jellico side. They have a nurse 3 hours per day. Board member Collins made a request for a listing of Central Office personnel with salaries.

Board member Orick welcomed Vickie Heatherly to the Central Office. Board member Orick stated Director Poston would be out of town for our September regular session meeting and asked if anyone had any objection to change the date. It was determined the September meeting would be held on September 3rd. Board member Creekmore stated again it was nothing personal about the new position but there was a need for money and a PE teacher at Jellico High School. Board member Wilson thanked Director Poston for standing up. Board member Miller read an article concerning the school shooting in Newtown and stated our community would have a revision of our school shooting within the next few months and we need to keep the kids, teachers and staff and safe as possible and to be highly aware.

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Meeting Adjourned.

Donnie Poston
Director of Schools

Josh Parker
Chairman of the Board