

MINUTES

The Campbell County Board of Education met in regular session on Tuesday, July 9, 2013, 6:00 p.m., at the courthouse in Jacksboro, Tennessee. The following school board members were present: Chairman Josh Parker, Johnny Byrge, Scott Hill, Eugene Lawson, Mike Orick, Homer Rutherford, and Danny Wilson. Board members J.L. "Sarge" Collins, Johnny Creekmore, and Rector Miller were absent. Director of Schools Donnie Poston was present and Gail Parks kept the minutes.

Prayer by Danny Wilson.

Pledge of Allegiance led by Johnny Byrge.

Meeting recessed as board went into Executive Action with board attorney.

Meeting reconvened.

I. Roll Call and Call to Order

II. Recognition of Guests

III. Approval of Consent Agenda

- A. Minutes of the previous meetings
 - 1. June 11, 2013, regular session meeting.
 - 2. June 27, 2013, recess session meeting.
- B. Dilapidated equipment.

Jacksboro Elementary School

Monitors – MX-OX3782-47605-483-B8ZY M9C758647084 1410650212
N99413B45190127 M9C75B642794 DMW56C600195 M3C75B643704
CN-00P0151-64180-3A8-035R M9C5B642468 M9C75B642462
M9C7B642466 M9C75B642769 M9C75B642460

- C. Campbell County High School JROTC competitions and activities. (Attachment)

Motion by Orick, second by Hill to approve the Consent Agenda.

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

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IV. Approval of Regular Agenda

Motion by Orick, second by Hill to approve Regular Agenda & Addendum with deletions of items 7-D1 & 7-F and to postpone items 8-C & 8-F.

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

V. Comments from the Chair

Chairman Parker welcomed Ms. Vickie Heatherly as the new Federal Projects Supervisor.

VI. Director's Monthly Report

Director Poston informed the board test scores were embargoed and was discussed at the superintendents meeting today. Director Poston also stated Differentiated Pay was discussed. Board member Lawson asked if all teachers were getting the 1.5% raise for this upcoming year.

VII. Recognize Jeff Marlow, Director of Finance

A. Monthly Financials.

141 General Purpose School Fund. Balance sheet as of May 31, 2013.

Cash With Trustee - \$5,874,524.92

Total Revenues - \$35,633,393.76

Percent of Budget – 90.2%

Total Expenditures - \$36,075,781.98

Percent of Budget – 89.3%

142 School Federal Projects Fund. Balance sheet as of May 31, 2013.

Cash with Trustee - \$476,391.78

Total Revenues - \$5,331,962.45

Percent of Budget – 86.9%

Total Expenditures - \$5,330,883.26

Percent of Budget – 86.9%

143 Central Cafeteria Fund. Balance sheet as of May 31, 2013.

Cash With Trustee - \$569,348.10

Total Revenues - \$3,202,766.75

Percent of Budget – 93.6%

Total Expenditures - \$3,182,722.79

Percent of Budget – 93.0%

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Mr. Marlow gave a detailed summary of the May 31, 2013 Monthly Financial Report and request if there were no questions they be approved at this time.

Board member Orick asked for an update on school lunch charges. Mr. Marlow stated personnel charges were deducted out of their check.

Motion by Wilson, second by Rutherford to approve the may Monthly Financial Reports.

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

B. Approve Budget Amendments and Resolutions. Nothing at this time.

C. Reviewing of Bids.

1. Technology Equipment, Software & Support Services.

	i3	i5
Howard Technology	\$824.54	\$879.54
Personal Computer Systems	\$765.00	\$900.00

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

Motion by Byrge, second by Wilson to award bid to Personal Computer Systems.

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

2. Custodial Supplies

Ellison Sanitary Supply - \$21,661.70

Quill – No bid

A&W Supply – No bid

Recommendation to award only bid to Ellison Sanitary Supply. This is also the recommendation of Donnie Poston, Director of Schools.

Motion by Lawson, second by Orick to award custodial supply bid to Ellison Sanitary Supply.

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

D. Request permission to advertise Bids.

1. Custodial supplies for the 2013-2014 school year. This item was deleted.

E. Request permission to accept renewal of contracts. Nothing at this time.

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- F. Update from Faye Comer regarding individual school activity funds. Nothing at this time.

VIII. Items for Action:

- A. Consider approval of initiating an on line payment system for meals in the School Nutrition Program.

Mrs. Woodard stated this would be an online payment with no charge to the system. All parents will be notified at the beginning of school. Parents will be able to view what their students owe and what they are receiving for breakfast and lunch. There will be a 3.95% charge to parents if they choose to put money in their child's account. This will be more convenient and feels parents will take advantage of the service. Board members thanked Mrs. Woodard for getting this service available for the system. Attorney Cantrell stated there was recently a new state law which had been passed regarding nepotism where everyone had to acknowledge any relatives in the system. A verbal acknowledge is permissible.

Motion by Hill, second by Wilson to approve on line payment for meals in School Nutrition Program.

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

- B. Discuss and take any necessary action concerning issue with fence at East LaFollette Learning Academy. This item was deleted from agenda.
- C. Discuss and take corrective action to approve awning at LaFollette Elementary School. This item was postponed/tabled until the August board meeting.
- D. Consider approving the 2013-2014 school year budget.

Mr. Marlow stated the board had the budget instrument for a couple of weeks. Mr. Marlow stated everyone with the exception of board member Wilson has knowledge of how it works. Mr. Marlow gave an overview of how the documents work and if anyone has specific questions he will give an answer. Mr. Marlow stated the budget notes will give detailed listing and did a summary of the 3 school funds. Total budget of all 3 funds totaled 46.6 million dollars. Of the 46.6 million dollars approximately 38 million dollars is in the General Purpose School Fund, 5.2 million dollars in the Federal Projects fund and 6.3 million in the Central Cafeteria Fund. Equity funds such as Undesignated as well as restricted and designated equity funds in aggregate in all 3 funds total 5.8 million dollars in reserve. 4.6 million is in General Purpose School Fund, 523,000 are in Federal Projects and 500,000 which is parked cash flow money, 714,000 are in Central Cafeteria Fund.

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Mr. Marlow stated \$468,000 in budget just ending had been rolled over in Capital Projects and its designated as Capital Projects in this year's budget so that it doesn't appear to be undesignated monies even though it's in the cash balance. Board member Lawson asked what the number of teachers was as compared to last year. Are we in compliance, if we had 400 last year, will we have 400 this year. Mr. Marlow stated the budget as presented doesn't produce any positions for retirees. Mr. Marlow stated if you had 400 last year you will have 400 this year. Board member Orick asked about the growth of students. Mr. Marlow stated there were 97 less students. Board member Lawson asked what the projection difference was for ADM. Mr. Marlow stated an increase was projected for ADM based upon enrollment of grades forwarding. This number is increased about 127 compared to the November EIS report but in funding from the state the number is down 97 students last year. Board member Lawson stated he had several people expressing they were trying to get a job and wanted to know if we were going to be close in the numbers. Board member Wilson asked if the Adult Education program was okay. Mr. Marlow stated they were going to join with Claiborne County and this was no longer the case. Board member Wilson also asked how much funding had been cut from the Central Office. Director Poston stated approximately \$150,000. Board member Lawson asked if there were any new positions made and if there were the board had to vote on it. Director Poston stated it was in the budget for a finance person. Mr. Marlow stated he agreed the board would need to approve the position and stated the money had been in the budget for about 3 or 4. Board member Lawson stated we don't have a Vocational Director position anymore, we have an elementary supervisor, secondary supervisor, a Chapter I director, Cafeteria Manager and other personnel that we have created that position. Board member Lawson stated we had a Materials Supervisor and Adult Education Supervisor. Board member Lawson made a request to have a list of supervisors and their salaries and if any new positions are created the board has to vote on them. Mr. Marlow stated Rita Goins performed the duties of Adult Education/Materials/ Career Ladder/Extended Contracts/21st Century, Larry Nidiffer duties include secondary/attendance/transportation/Asst. Director of School/assist in overseeing the CTE program, Tammie Lay performs the duties of Elementary Education, Vicki Woodard/Central Cafeteria Supervisor, Linda Campbell/Special Education Supervisor, Vickie Heatherly/Federal Projects Supervisor. Board member Lawson asked what Johnny Bruce does. Mr. Marlow stated Safety & Athletic Director. Board member Lawson asked why there was a need for an athletic director at Campbell County High School if we have a county wide athletic director. Board member Orick stated 1/3 of Mr. Bruce time was for athletic and 2/3 was for safety. This position was approved in June 2011. Mr. Bruce is designated at the Athletic Director of Campbell County. Board member Orick asked Mr. Bruce what he did. Mr. Bruce responded by saying he did a lot more than Mr. Marlow had mentioned. Board member Rutherford stated it was more important to have a safety director. Mr. Bruce stated he attended a safety workshop last week and the state is recommending that all systems redo their safety plan and submit to the FBI. Chairman Parker stated Mr. Bruce is the point of contact. Board member Orick asked if the COP's grant had been applied for. Mr. Bruce stated yes.

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Chairman Parker stated the school resource officers do not directly report to us they report to the sheriff's department. The sheriff's department provides the board of education a quarterly report. Board member Lawson discussed retired officers for resource officers. Mr. Marlow stated they have to be post certified and this is defined as actively employed by state trooper, sheriff or city, and cannot be retired. Board member Byrge stated he has a problem with Director Poston not being in charge of the resource officers. Mr. Marlow has confirmed this with CTAS. Mr. Bruce stated they must have a 40 hour training session. Board member Orick asked how many resource officers the COP's grant will provide. Mr. Marlow stated 4. Grant works in a 3 year cycle and the 4th year the grant in entirety will have to be paid 100%. Board member Wilson stated the discussion had changed from the positions from central office. Mr. Marlow stated there were 6 supervisors and in addition there was another position eliminated. Board member Wilson asked if the employees assuming extra duties were getting extra pay. Mr. Marlow stated no. Board member Wilson asked if the school resource officers are hired will there be a reoccurring revenue source. Mr. Marlow stated if the county commission provides funding to the board of education at their request the answer will be yes if you don't have that the answer will be no and you wouldn't be hiring them. Mr. Marlow recommended to the board to never hire anyone on a non-re-occurring level and would be a plan of destruction.

Motion by Orick, second by Wilson to approve the 2013-2014 school year budget.
Parker-yes, Byrge-yes, Collins-absent, Creekmore-absent, Hill-yes, Lawson-yes, Miller-absent, Orick-yes, Rutherford-yes, Wilson-yes. Motion Passed.

- E. Consider granting tenure as recommended by the Director of Schools.
 - Amy Davis – Jellico Elementary School
 - Jamie Walden – Jellico Elementary School
 - Andrew Young – LaFollette Elementary/Wynn Elementary

Board member Rutherford asked if all requirements had been met for tenure to the individuals.
Director Poston stated yes.

Mrs. Tammie Lay stated each teacher has to have 5 evaluations according to the new tenure law.

Motion by Rutherford, second by Hill to approve tenure list as recommended by Director of Schools.

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

- F. Consider approving Sections 4 & 5 of Campbell County Board of Education Policy Manual. 1st reading. This item was postponed until scheduled workshop in August.

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- G. Consider amending 2013-2014 school year calendar in order to meet state requirements on best practices for implementing employee training on bullying and Harassment.

Chairman Parker asked Director Poston if this would address the pay issue. Director Poston stated yes. Mr. Marlow stated next year a reminder would be sent to inform you must get in 7 days in including the Friday of payday. This must be remembered when making the calendar that you can't pay in advance. Board member Lawson asked if this would solve the problem. Director Poston stated yes.

Motion by Byrge, second by Wilson to approve amendment of the 2013-2014 school year calendar.

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

IX. Items for Discussion: Nothing at this time.

X. Discuss Legal Matters. Nothing at this time.

XI. Recognize School Board Members

Board member Orick welcomed Ms. Vickie Heatherly to the Central Office.

Chairman Parker stated the meeting would recess until July 15, 2013, 5:00 p.m.

Board member Wilson made a challenge for this to be the best school year.

Meeting recessed.

Donnie Poston
Director of Schools

Josh Parker
Chairman of the Board