

**MINUTES OF THE REGULAR MEETING OF THE
JEFFERSON COUNTY BOARD OF SCHOOL COMMISSIONERS
DECEMBER 8, 2011 – 6:30 P.M.
JCHS WELLNESS ROOM**

CALL TO ORDER

The meeting was called to order by Chair Potts who then asked everyone to stand for a moment of silence. Board members present were Chair Potts, Vice Chairman Bill Jarnigan, Annette Loy, Jim Vines, Judy Cavanah, and Randall Bradley. Board member Maurice Solomon was absent from the meeting. Dr. Charles Edmonds, Director of Schools and Secretary to the Board, was also present.

PLEDGE OF ALLEGIANCE

Board member Cavanah led the audience in the Pledge of Allegiance.

APPROVAL OF AGENDA

Upon motion by Vice Chairman Jarnigan and second by Jim Vines, the board unanimously approved the agenda as submitted. (see attached)

CONSENT AGENDA ITEMS

Upon motion by Judy Cavanah and second by Jim Vines, the board unanimously approved the consent agenda as submitted. (see attached)

ITEMS FOR DISCUSSION

Steve Jensen, School Bus Driver, addressed the board regarding the bonus received by the school bus drivers compared to other non-certified personnel and questioned why they did not receive as much as the other non-certified employees. Board members commented that they had requested that part-time classified employees be considered for the same bonus. Darrell Helton, County Finance Director, commented that the budget committee and county commission had made the decision.

Connie Jensen, concerned parent and citizen, addressed the board regarding, in her opinion, the poor conditions at JCHS and Dandridge Elementary. Chair Potts commented that the school board is working with the County Commission on funding. She pointed out that the school board could not do anything until the level of funding was received from the County Commission to fix the problems. Board member Bradley pointed out that the money they had received was designated for new construction and not renovations. Chair Potts invited

Items for Discussion - continued

everyone to attend the County Commission work session on January 9, 2012 at 6:30 p.m. in the courthouse in order to express their concerns. She also pointed out that the County Commission meeting would be January 17, 2012 where they would be voting on funding for renovations at JCHS.

ITEMS FOR INFORMATION – DIRECTOR OF SCHOOLS

1. Each board member received a copy of the current financial reports.
2. Dr. Edmonds commented that County Commission Chair Marty Mills, had called a special session of the County Commission on Thursday, December 15, 2011 at 6:30 p.m. in the courthouse for the purpose of discussion and action related to the full payment of the Trane contract.
3. Michael Phagan, Director of Facilities, passed out a monthly progress report from Rentenbach on Mt. Horeb Elementary School and the Freshman Academy.
4. Michael Phagan, Director of Facilities, updated the board on the land that was available adjacent to Rush Strong and White Pine Schools. He commented that negotiations had been initiated on the parcel at Rush Strong and he had preliminary discussions with a civil engineer on the property at White Pine. He commented that he would be bringing more information at the next meeting. Chair Potts requested that Mr. Phagan bring back costs for the demolition of the building currently on the Rush Strong property and the amount of cost to make it usable for the school system. Mr. Phagan commented that he would bring back that information as well.

Vice Chairman Jarnigan made the motion to table all plans regarding the land at the present time. Board member Cavanah seconded the motion.

Mr. Jarnigan pointed out that in his opinion it was not a good time to purchase the land.

After some discussion regarding the meaning to table an issue, Vice Chairman Jarnigan withdrew his motion to table all plans regarding the land purchase. Board member Cavanah withdrew her second.

Vice Chairman Jarnigan made the motion to postpone any action on the land for at least six (6) months. Board member Cavanah seconded the motion and the motion failed 3-3. Board members Potts, Cavanah, and Jarnigan voted for the motion while board members Loy, Bradley and Vines voted against.

Items for Information – continued

5. Dr. Edmonds passed out and went over revision #2 on the projected operating costs for the freshman academy and Mt. Horeb Elementary School totaling \$447,922 and updated the board on renovations at JCHS which he presented to the county commission budget committee on December 5, 2011.

6. Dr. Edmonds commented that he was very pleased with the work Trane had done on improving the schools. He pointed out that they would have a report on energy savings from the project at a later time. At this time, Dr. Edmonds turned the floor over to Michael Phagan, Director of Facilities.

Michael Phagan, Director of Facilities, passed out information and gave a status report on the Trane project. He commented that the first stage of the project was complete and as soon as the final completion was done and signed off on they would begin the process to secure the remaining funds from the state in the form of the EESI grant and the 10% retainish on the loan. He commented on billing issues stemming from a bill that had not been paid in the appropriate time as stated in the contract. Mr. Phagan commented that based on his reading of the contract they were in default and potentially liable for interest charges. He pointed out that Trane had not pursued that at this time. He further pointed out that since the bill had not been paid they had missed out on getting a 1% discount which would have totaled \$27,000 on the project. He commented that he had been asked by the county commission budget committee chairman to negotiate with Trane and allow the board to get the entire 1% discount or at least a portion of it. Mr. Phagan further commented that Trane's initial response indicated that they would give \$11,397.69. He pointed out that Trane had agreed to extend the deadline to receive the \$11,397.69 in savings which was 1% of the outstanding amount owed plus pay off of the contract in full to December 16, 2011 which is after the county commission special session scheduled for December 15th. He asked that the school board consider a motion to allow the County Commission to direct the county finance director to utilize the fund balance to pay the amount with the condition that they reimburse the fund balance as funds come back from the state in approximately 60 days. Darrell Helton, County Finance Director, requested that the board approve the amount up to \$1,128,371.41 to be taken out of the school system's fund balance to be replenished as the money comes back in. Mr. Helton pointed out that there was \$5.2M in the fund balance.

Jim Vines made the motion to recommend that County Commission take up to \$1,128,371.41 from the fund balance to be reimbursed in full from the state and TVA funds. Board member Loy seconded the motion and the motion passed unanimously.

Dr. Edmonds reiterated that it had been a great project.

Items for Information – continued

Mr. Phagan commented on concerns that had been raised from some County Commissioners regarding too much money being spent on the administration renovation at JCHS. He pointed out that the cost to move it was only \$80,000-\$85,000 and the whole purpose of the change centered on safety issues. Mr. Phagan updated the board on the replacement of the roof at JCHS. He commented that the renovation plan was to replace the entire roof but pointed out that a portion of the roof had been replaced six (6) years ago and still had 14 years of the 20 year warranty remaining. He commented that the replaced portion of the roof could be preserved if the same type of roof was used on the rest of the building. He pointed out that a “flood coating” could be placed over the entire roof and a 30 year warranty could be obtained. He told the board he was checking on the cost and would bring back information at a later time.

Mr. Phagan pointed out that the existing track at JCHS had safety issues that would prevent any track meets to be held there this year. He commented that he had been working with the track coaches and athletic director on an alternative approach that could expedite the process for some form of renovation as opposed to the one in the renovation plan. He pointed out that a short term fix would cost around \$40,000 for a two (2) ply surface that would allow them to hold track meets this year. After the track season, they could go back and apply three (3) layers of the latex, re-stripe the track, deal with the pole vault location, the long jump-triple jump area and high jump pit areas which also needed to be addressed. The cost would be around \$150,000 for an intermediate fix. Mr. Phagan will bring back a request for a short term fix at the January board meeting.

7. Each board member received a copy of current central office staffing.

NEW BUSINESS

1. Board Policy Changes for Review and Adoption (First and Final Reading) – **5.202 Separation Practices for Non-Certified Employees**

Upon motion by Bill Jarnigan and second by Jim Vines, the board unanimously adopted on first and final reading Board Policy 5.202 Separation Practices for Non-Certified Employees as submitted and recommended by the Director of Schools. (see attached)

2. Lease Agreement – Douglas Cherokee Economic Authority for Headstart Program

Upon motion by Bill Jarnigan and second by Annette Loy, the board voted unanimously to approve the lease agreement with Douglas Cherokee Economic Authority for the Headstart

New Business - continued

Program on the property of Dandridge Elementary and White Pine School as submitted. The lease is effective January 1, 2012 and terminates on December 31, 2022 but can be cancelled at any time. (see attached)

3. Employee Retirement Issues with TCRS – Darrell Helton

Dr. Edmonds commented on some issues raised last year regarding errors in retirement credits with the TCRS for some school system employees. He pointed out that the county finance office had contacted the State Department about the issues and they had informed the finance office that they had corrected the error but the issues have arisen again. Dr. Edmonds commented that Mr. Helton had contacted the state again where they assured him they are working to correct the issues. Dr. Edmonds commented that he and Mr. Helton had written letters to the principals requesting that they share the information with their school employees who are members of TCRS.

RECESS

At this time, Chair Potts called a 10 minute recess.

RECONVENE

4. Lease of Mower for JCHS Athletic Programs (to be paid from school funds)

Upon motion by Jim Vines and second by Bill Jarnigan, the board voted unanimously to approve the year-to-year mower lease for the JCHS athletic program to be paid from school funds as recommended by the board attorney and Director of Schools. (see attached)

5. Approved Agreement to belong to NETCO (consortium for the purpose of purchasing food items for the Student Nutrition Program)

Upon motion by Jim Vines and second by Judy Cavanah, the board unanimously approved the continuous agreement to belong to NETCO as recommended by the board attorney and the Director of Schools. (see attached)

6. Declare Surplus Property – Technology Department

Upon motion by Jim Vines and second by Bill Jarnigan, the board unanimously approved the attached list as surplus property submitted by the technology department. (see attached)

New Business - continued

7. Approval – School Activity Funds Contract with McFarland and Gann (\$12,000) – July 1, 2011 to June 30, 2012

Dr. Edmonds passed out a copy of last year's contract totaling \$11,500 which will be an increase of \$500 for this year. There was some discussion why the contract went up and how much it was prior to last year's contract. Chair Potts recommended that the board delay action until January so that Dr. Edmonds could receive more information.

8. Authorize the Director of Schools and his staff to develop and present to the Board for approval a plan for attendance zoning affecting Mt. Horeb Elementary School, Dandridge and Jefferson Elementary

Dr. Edmonds passed information on zoning which included the Attorney General's opinions showing that boards' of education have the legal right to zone. Dr. Edmonds recommended that the board authorize him and his staff to develop a plan to zone for the new elementary school, Dandridge and Jefferson Elementary so they could achieve the population in those schools that fits the permanent facilities as best they could in order to eliminate modular classrooms. He will bring back numbers and maps at a later time for the board's approval.

Board member Cavanah made the motion to authorize the Director of Schools and his staff to develop a plan for attendance zoning affecting Mt. Horeb, Dandridge and Jefferson Elementary Schools. Vice Chairman Jarnigan seconded the motion and the motion passed unanimously.

9. Dr. Edmonds handed out and went over information identifying the re-assignment of staff for affected elementary schools.

UNFINISHED BUSINESS

1. Board Policy Changes for Review and Adoption (Second Reading) – **1.101 Duties and Powers of Board of Education, 1.400 School Board Meetings, 2.804 Expenses and Reimbursements, 5.106 Application and Employment, 1.808 Registered Sex Offenders, 4.600 Grading System and Lottery Scholarship Information, Energy Conservation Policy**

Board member Bradley requested that Policy 1.808 Registered Sex Offenders be pulled and sent back to the policy committee for further review.

Unfinished Business – Board Policies – continued

Vice Chairman Jarnigan made the motion to adopt the remaining policies on second reading. Board member Bradley seconded the motion and the motion passed unanimously. (see attached)

2. Technology Updates – Don Devine

Don Devine, Technology Supervisor, presented information to the board on the amount of money it would take to update technology in the schools. He commented that the last major computer replacement took place in 2005. He further commented that there were 214 classrooms that did not have promethean boards. He pointed out that he wanted to concentrate on lab areas first. Mr. Devine commented that it would take a total of \$923,919 to complete the effort and recommended that it be done over a three (3) year period.

Mr. Devine thanked the board for their consideration.

3. Chair Potts thanked the central office staff for their work and Bill Jarnigan for providing refreshments for the board. She presented a Christmas gift to Dr. Edmonds on behalf of the board and recognized him for all his hard work.

ADJOURN

With no further business, the meeting was adjourned.

Anne Marie Potts, Chair

Dr. Charles Edmonds, Director of Schools &
Secretary to the Board

Date

Date