

**MINUTES OF THE REGULAR MEETING OF THE
JEFFERSON COUNTY BOARD OF SCHOOL COMMISSIONERS
SEPTEMBER 8, 2011 – 6:30 P.M.
JCHS MEDIA CENTER**

CALL TO ORDER

Bill Jarnigan called the meeting to order and then asked everyone to stand for a moment of silence. Board members present were Bill Jarnigan, Randall Bradley, Annette Loy, Anne Marie Potts, Judy Cavanah, Maurice Solomon and Jim Vines. Dr. Charles Edmonds, Director of Schools and Secretary to the Board, was also present.

PLEDGE OF ALLEGIANCE

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

At this time, Mr. Jarnigan turned the floor over to Dr. Edmonds. Dr. Edmonds introduced Judge Ben Strand who conducted the swearing in ceremony for the new student representatives to the school board for the 2011-2012 school year.

SWEARING IN OF NEW STUDENT REPRESENTATIVES TO THE BOARD – JUDGE STRAND

Dylan Brown, Ashley Codispoti, Zac Dalton and Abby Duck were sworn in as new student representatives to the school board by Judge Ben Strand.

SPECIAL RECOGNITION – LAUREN COLLINS

Lauren Collins, representing White Pine School and national winner for her documentary “Eminent Domain: Private Tragedies for the Public Good” at the national history day competition at the University of Maryland presented her award winner documentary to the audience.

ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON – 2011-2012 SCHOOL YEAR

Bill Jarnigan opened the floor for nominations for school board chairperson. Board member Vines nominated Anne Marie Potts. With no more nominations, the board voted 5-1 to retain Anne Marie Potts as chairperson for the 2011-2012 school year. Board member Loy abstained.

Chair Potts opened the floor for nominations for school board vice chairperson. Board member Solomon nominated Bill Jarnigan. With no more nominations, the board voted 5-1 to retain Bill Jarnigan as vice chairman for the 2011-2012 school year. Board member Loy abstained.

Continued

Chair Potts introduced and welcomed Judy Cavanah representing the White Pine District as the newly appointed board member to fill the seat left vacant by Michael Phagan.

INTRODUCTION OF NEW EMPLOYEES

Carol Baker, Human Resources Manager, introduced new employees for the 2011-2012 school year.

APPROVAL OF AGENDA

Board member Loy requested that the Building Program be added to the agenda.

The vote to approve the agenda including the building program failed 3-4 with board members Bradley, Loy and Cavanah voting for and board members Potts, Jarnigan, Solomon, and Vines voting against.

Vice Chairman Jarnigan made the motion to approve the agenda as submitted. Board member Vines seconded the motion and the motion passed 4-2-1. Board members Jarnigan, Potts, Vines and Solomon voted for the motion, board members Loy and Bradley voted against and board member Cavanah abstained.

CONSENT AGENDA ITEMS

Upon motion by Vice Chairman Jarnigan and second by Jim Vines, the board voted unanimously to approve the consent agenda items as submitted. (see attached)

ITEMS FOR DISCUSSION

Chair Potts welcomed the new student representatives.

Kathy Jensen, concerned citizen and parent, addressed the board regarding issues she had with the 9th grade portables at Jefferson County High School. Her concerns centered on leaking roofs, mold, lunch safety problems, no place for students to leave their book bags and no security in the portables for students and teachers. She asked that the board make a recommendation on how to fix the problems.

ITEMS FOR INFORMATION – DIRECTOR OF SCHOOLS

1. Each board member was given a list of student nutrition bid awards and renewals for the 2011-2012 school year. Dr. Edmonds asked for the board's approval.

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

2. Board members were reminded of the upcoming TSBA Fall District Meeting to be held on September 20, 2011 at Hardin Valley Academy.

NEW BUSINESS

1. Board Policy Changes for Review and Adoption (First Reading) – **4.301 Interscholastic Athletics, 3.404 Private Vehicles, 5.310 Vacations and Holidays**

Board member Vines requested that Board Policy **4.301 Interscholastic Athletics** be pulled and sent back to the Policy Committee for further review. Board member Loy also commented that she needed feedback from the Policy Committee on some issues she had presented to the Policy Committee at the last meeting regarding the Interscholastic Athletics policy.

Upon motion by Jim Vines and second by Maurice Solomon, the board unanimously adopted on first reading board policies **3.404 Private Vehicles** and **5.310 Vacations and Holidays**.

2. Appointment of Delegates to TSBA Convention (4)

Chair Potts and Vice Chairman Jarnigan were appointed delegates to the TSBA Convention.

3. Appointment of TLN (Tennessee Legislative Network) Representative

Annette Loy was appointed TLN representative for the 2011-2012 school year.

4. Appointment of School Commissioners to Committees for the 2011-2012 School Year

Board member Bradley was appointed to the management team, Bill Jarnigan and Judy Cavanah were appointed to the Board Policy Committee, and Maurice Solomon, Jim Vines and Judy Cavanah were appointed to the Insurance Advisory Committee.

New Business - continued

5. 2011-2012 Federal Budget Amendment #1

Upon motion by Maurice Solomon and second by Vice Chairman Jarnigan, the board unanimously approved Federal Budget Amendment #1 for the 2011-2012 school year as submitted. (see attached)

6. Approval of Use of Fairgrounds

Upon motion by Jim Vines and second by Maurice Solomon, the board unanimously approved the use of the fairgrounds by the Farm Bureau on October 4, Carson-Newman College October 17-22 to house homecoming floats and an ATV safety course on October 18-20.

UNFINISHED BUSINESS

1. Reimbursement for Travel

Dr. Edmonds pointed out that the school board voted on August 11, 2011 not to increase the mileage rate from .46 cents to .47 cents per mile as set by the state effective August 1, 2011. He further pointed out that according to board policy 2.804 the state rate would be used to calculate the reimbursement rate. He commented that the board would either have to raise the rate one cent or change the board policy.

Vice Chairman Jarnigan made the motion to accept the state rate of .47 cents per mile for travel reimbursement. Board member Vines seconded the motion and the motion failed 3-4 with board members Potts, Jarnigan and Vines voting for the motion and board members Bradley, Loy, Cavanah, and Solomon voting against.

The rate will remain the same at .46 cents per mile.

The policy will be sent to the Policy Committee for review.

2. 2011-2012 General Purpose Budget

Darrell Helton, County Finance Director, went over general purpose fund budget reductions which had been recommended by the finance department and answered any questions. He pointed out that accounts affected by the reductions were 71100 Regular Instruction in the amount of \$200,000, 72710 Transportation in the amount of \$51,154 and 72610 Operation of Plant in the amount of \$175,000 totaling \$456,154.

Unfinished Business – Budget - continued

There was much discussion regarding the time of year that school buses were purchased. Mr. Helton commented that he hoped the board would allow him, Dr. Edmonds, Mr. Phagan and Sherry Dotson to study the issue and bring back a report on how to correct the problem of purchasing buses in December. He pointed out that buses were purchased in December or January based on what the next year's budget would be. Chair Potts pointed out that in the past buses were always purchased from the fund balance. She further pointed out that it was determined that it was not a good procedure and they needed to place the purchase of buses as a line item every year. She commented that it was also discovered that six (6) months was lost when buses were ordered in July so it was backed up to December which turned out to be a savings because buses were not normally ordered at that time. Board member Loy commented that in her opinion the problem started when they had to purchase four (4) buses to replace contracted buses and they were not paid for in the budget year they should have been. Chair Potts commented that she felt Mr. Helton had a good plan to evaluate the procedure and bring back a recommendation to the board on the best way to move forward.

Board member Loy was concerned over last year's regular instructional budget coming in excess of \$656,000. She commented that she couldn't understand how that could happen when there were so many needs.

Board member Bradley and Loy asked Michael Phagan, Director of Facilities and Transportation, if he was comfortable with the reductions in the transportation and operation of plant budgets. Mr. Phagan pointed out that he felt they could accommodate those cuts with the exception of 729 transportation equipment. He felt they would have to come back within the next two months to ask for money to purchase school buses.

Board member Solomon commented, for the record, that in his opinion employees excluding the administration should be rewarded if a department was able to save the system money.

Mr. Helton pointed out that maintenance line items needed to be looked at very carefully. He commented that a very concise maintenance program needed to be developed that addressed issues as well as making sure that money was spent for those issues. Board member Loy commented that department heads and supervisors did not have adequate access to their budgets. Mr. Helton commented that the finance department would not refuse anyone budget information when requested. He pointed out that they would give each department head a financial statement each month. Mr. Helton commented that it was the department head's responsibility to monitor their budgets with the assistance of the finance department.

Unfinished Business – Budget - continued

Board member Loy commented that it would be helpful to have a general meeting with all those responsible for various parts of the budget so they could understand how to interpret the reports. Mr. Helton commented that they had discussed that in the finance office and they would be glad to do that.

After much discussion, Vice Chairman Jarnigan made the motion to accept the general purpose fund budget reductions from the finance department in the amount of \$426,154. Board member Vines seconded the motion.

Board member Loy requested budget balances of the regular instruction budget, transportation, operation of plant, maintenance, office of principal and other student support and the percentage of the property tax rate for the schools that was not spent this year. Mr. Helton commented that all the property tax allocated to the schools was spent. She commented that she thought a certain percentage of the pennies were not spent. She asked that Mr. Helton research the information. Mr. Helton gave the board the following balances as requested by Mrs. Loy. Regular Instruction - \$656,507, Other Student Support – \$98,241, Office of Principal - \$81,464, Operation of Plant - \$109,892, Maintenance of Plant - \$175,374, and Transportation - \$228,860.

The motion to accept the general purpose fund budget reductions from the finance department in the amount of \$426,154 passed unanimously.

Upon motion by Maurice Solomon and second by Vice Chairman Jarnigan the board voted unanimously to approve the 10% budget line item reduction of \$136,938.

Board member Loy commented that she voted for the budget because her primary duty was to the teachers, students and all employees of the school system. She further commented that she would not have voted “yes” except for the fact that they were running out time and she didn’t want to put those listed in peril.

Dr. Edmonds pointed out that the draft letter to the county commission regarding renovations to Jefferson County High School was in their packet for review. Chair Potts asked that everyone sign the letter. The signed letter will be forwarded to the county commission along with the JCHS renovations and the reconciliation of the cost estimate from the Public Building Authority and Rentenbach. The information will be forwarded to the county commission work session on Monday, September 12, 2011.

Continued

Chair Potts commented that a request had been made to change the called meeting/work session to September 29, 2011 instead of September 22, 2011. She pointed out that the item on the agenda would be a possible bonus for employees. Board member Solomon commented that he would like to include part-time employees if a bonus was given.

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