

BARTLETT CITY BOARD OF EDUCATION BUSINESS MEETING

**Virtual Meeting
5705 STAGE ROAD
BARTLETT, TN 38134**

**May 28, 2020
5:00 PM**

- I. INVOCATION
- II. PLEDGE OF ALLEGIANCE
- III. CALL TO ORDER & ROLL CALL
 - A. Official Business of the Day
- IV. SPECIAL PRESENTATIONS
- V. PUBLIC COMMENT
- VI. APPROVAL OF AGENDA
- VII. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
 - A. April 23, 2020 Business Meeting Minutes
- VIII. REPORTS
 - A. Chairman's Report
 - B. Superintendent's Report
 - C. General Counsel's Report
 - D. Tennessee Legislative Network (TLN) Representative Report
 - E. Financial Report
- IX. UNFINISHED BOARD BUSINESS
- X. BOARD ACTION ITEMS
 - A. New Board Business
 - 1. Carrier of Student Insurance
 - 2. Student Affiliation Agreement Between University of Tennessee at Martin and the Bartlett City Board of Education
 - 3. Memorandum of Agreement Between Shelby County Government and Bartlett City Schools for Public Health School - Based Dental Prevention Program for Children
 - 4. Interlocal Agreement (ILA) for Planning Services
 - 5. HVAC Installation at Bon Lin Elementary Bid #FY20017
 - 6. Secure Walkway from Gym to Main at Ninth Grade Academy Bid #FY20018
 - 7. Re-Roof at Bartlett High School Bid #FY20019
 - 8. Freezer/Cooler at Altruria Elementary Bid #FY20020
 - 9. Security Enhancements at Bartlett Elementary, Appling Middle and Rivercrest Elementary Bid #FY20030
 - 10. Resolution 7-8 General Fund Balance and Education Capital Projects Budget Amendment
 - 11. 5 Year Capital Improvement Plan
 - 12. 2020 Tenure Recommendations
 - 13. 2019-2020 Superintendent Evaluation Instrument

XI. ADJOURNMENT

**BARTLETT CITY BOARD OF EDUCATION
BUSINESS MEETING MINUTES**

**Virtual Meeting
5705 STAGE ROAD
BARTLETT, TN 38134**

**April 23, 2020
5:00 PM**

INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. Bryan Woodruff said a prayer. Chairman Cook recited the Pledge of Allegiance.

CALL TO ORDER & ROLL CALL

Official Business of the Day

Chairman Cook called the meeting to order at 5:00 p.m. via Zoom. The following Board Members were present:

Ms. Erin Berry
Mr. David Cook
Mrs. Shirley Jackson
Mrs. Portia Tate
Mr. Bryan Woodruff

APPROVAL OF AGENDA

Mr. Bryan Woodruff made the motion to approve the agenda. Ms. Erin Berry seconded the motion. With all ayes, the agenda was approved.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

February 27, 2020 Business Meeting Minutes

The approval of the February 27, 2020 Business Meeting Minutes passed with a motion by Ms. Erin Berry and a second by Mr. Bryan Woodruff. With all ayes, the Minutes were approved.

March 10, 2020 Special Called Meeting Minutes

The approval of the March 10, 2020 Special Called Meeting Minutes passed with a motion by Ms. Shirley Jackson and a second by Ms. Erin Berry. With all ayes, the Minutes were approved.

REPORTS

Chairman's Report

Chairman Cook stated that his report would be brief:

- I have had lots of phone calls with the Superintendent Stephens during the COVID-19 crisis.. Probably more in the past five weeks than in the first eight months of my tenure as Chairman. It has been a good thing to compare notes between the Education and Corporate community.
- I feel that I have become very popular with our constituents. I'm receiving positive emails and phone calls.

- On April 13th I had a detailed review of the proposed budget with our CFO and Superintendent.

Superintendent's Report

Dr. David Stephens shared this report:

- Thank you to the Board for your patience and hard work. I am extremely proud of our employees and administrative staff. We will make sure that we end this year the best way we can.
- Frequently Asked Questions (FAQ's) document went out to parents and students yesterday. Still discussing options for BHS graduation. With over 700 students graduating the social distancing will be difficult. TDOE released additional guidelines and suggestions yesterday.
- Learning opportunities and grade recovery are taking place.
- School nutrition team doing a great job with over 30,000 meals provided to date.
- Construction update:
 - Things are going very well. BHS track to be installed next week.
- Currently coordinating with the City of Bartlett to utilize the baseball facilities for workers at Freeman Park as a COVID-19 testing facility.

General Counsel's Report

No report.

Tennessee Legislative Network (TLN) Representative Report

No report.

Financial Report

The February 2019-20 and March 2019-2020 Financial Reports were accepted by the Board. It is a non-voting item.

UNFINISHED BOARD BUSINESS

Policy 5013.3 Sick Leave REVISED SECOND READING

The Second Reading of Revised Policy 5013.3 Sick Leave passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Policy 5014.1 Family and Medical Leave REVISED SECOND READING

The Second Reading of Revised Policy 5014.1 Family and Medical Leave passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

BOARD ACTION ITEMS

New Board Business

Resolution 7 -7 Resolution to Suspend Board Policies

Resolution 7-7 Resolution to Suspend Board Policies passed with a motion by Mr. Bryan Woodruff and a second by Mrs. Portia Tate.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Chairman Cook recommended to the Board that Agenda Items 2 and 3 be passed on one reading. The motion to Suspend the Rules to allow one reading on Agenda Items 2 and 3 passed with a motion by Mr. Bryan Woodruff and a second by Ms. Shirley Jackson. With all ayes, the motion passed.

Policy 3002 - Emergency Closings REVISED Recommend One Reading

Revised Policy 3002 - Emergency Closings on First Reading passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Policy 5036: Telework NEW Recommend One Reading

New Policy 3036 - Telework on First Reading passed with a motion by Ms. Erin Berry and a second by Mr. Bryan Woodruff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Proposed 2020-2021 BCS Elementary, Middle and High School Fees

The proposed 2020-2021 Bartlett City Schools Fees passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

BCS Local Adoption of Textbooks

Bartlett City Schools adoption of textbooks passed with a motion by Mrs. Shirley Jackson and a second by Mr. Bryan Woodruff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Extension of the Sodexo Contract

The Extension of the Sodexo contract passed with a motion by Mr. Bryan Woodruff and a second by Mrs. Portia Tate.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Recommendation for Cafeteria Point of Sale Software RFP #FY20010

The Recommendation for Cafeteria Point of Sale Software RFP #FY20010 to Titan with a one time set up fee of \$47,153 and annual cost of \$19,390 passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Clock replacement at Altruria Elementary, Appling Middle and Ellendale Elementary

The Clock replacement at Altruria Elementary, Appling Middle and Ellendale Elementary in the amount of \$23,732.41 to Audio Communication passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

Resolution 7-6 Budget Amendment - Planned Use of Fund Balance and Education Capital Projects Fund

Resolution 7-6 Budget Amendment - Planned Use of Fund Balance and Education Capital Projects Fund passed with a motion by Mr. Bryan Woodruff and a second by Mrs. Shirley Jackson.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

FY21 Bartlett City Schools Operating Budget

The FY21 Bartlett City Schools Operating Budget passed with a motion by Mr. Bryan Woodruff and a second by Mrs. Portia Tate.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mrs. Portia Tate: Aye, Mr. Bryan Woodruff: Aye

ADJOURNMENT

Meeting adjourned at 5:35 p.m.

David M. Cook II, Chairman

Dr. David A. Stephens, Superintendent



1712 Magnavox Way P.O. Box 2338
 Fort Wayne, Indiana 46801
 ph (855) 742-3135
 www.studentinsurance-kk.com
 CA License #0334819

STUDENT ACCIDENT INSURANCE ENROLLMENT FORM

A. General Information

Name of School/District: _____
 School Mailing Address: _____
 City: _____ State: _____ Zip: _____
 Contact Name: _____ Title: _____
 Phone: _____ Fax: _____
 Email: _____

B. Voluntary Plans

Estimated annual school enrollment (*total number of students*): _____
 Grades (*mark one*): PK-12 Elementary School Middle School High School
 Effective Date: _____

C. Mandatory Plans (*Coverage selected by school/district*)

<i>Product Option</i>	<i>Grades</i>	<i>Total # of Insured</i>	<i>Rate</i>	<i>Premium</i>
At-School Including Athletics & Activities				
At-School Excluding Athletics & Activities				
Athletics & Activities				
Field Trip				
School Band				
ROTC				
Other (<i>Please Specify</i>)				
Other (<i>Please Specify</i>)				
Other (<i>Please Specify</i>)				

D. Notes

I understand that the insurance company, in determining whether to provide insurance coverage, will rely on the information contained in this form and all other information being submitted. I hereby warrant, represent and confirm that, to the best of my knowledge, all information provided is complete, true and correct.

I further acknowledge that I have reviewed all information provided with this enrollment form and understand the exclusions that apply, as well as the activities and operations for which coverage is not provided.

Signature of Official Authorized to Contract for School/District _____ Date Signed _____

Printed Name _____ Title _____

Agent Signature _____ Date Signed _____

Agent Printed Name _____ Agent Number _____