

## **Bartlett City Board of Education Business Meeting**

**AUDITORIUM  
5705 STAGE ROAD  
BARTLETT, TN 38134**

**January 27, 2022  
7:00 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. November 18, 2021 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. [2022-23 Bartlett City Schools Budget Development Calendar](#)
    - 2. BID #FY22004 Bartlett City Schools Drainage Project at Elmore Park Middle School
    - 3. Resolution 9-4 Budget Amendment
    - 4. [Appeal to the Board](#)
- XI. ADJOURNMENT

**BARTLETT CITY BOARD OF EDUCATION**

**BUSINESS MEETING MINUTES**

**AUDITORIUM  
5705 STAGE ROAD  
BARTLETT, TN 38134**

**November 18, 2021  
7:00 PM**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Chairman Bryan Woodruff said a prayer. The Board and audience recited the Pledge of Allegiance.

**CALL TO ORDER & ROLL CALL**

**Official Business of the Day**

Chairman Woodruff called the meeting to order at 7:00 p.m. The following Board Members were present:

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

Absent: Mr. Brad Ratliff

**SPECIAL PRESENTATIONS**

No Special Presentations.

**PUBLIC COMMENT**

*Nichole Morhardt - Bartlett Education Association  
6203 Ivanhoe - Bartlett  
RE: American Education Week*

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**October 28, 2021 Business Meeting Minutes**

Approval of the October 28, 2021 Business Meeting Minutes passed with a motion by Mr. David Cook and a second by Mrs. Shirley Jackson.

Mr. Brad Ratliff: Absent, Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Bryan Woodruff: Aye

## **REPORTS**

### **Chairman's Report**

Chairman Woodruff updated the Board that he recently met with the Chairs of Arlington, Lakeland, and Germantown Boards. Collierville Chair was unable to attend. They get together on a regular basis to collaborate on all things education in West Tennessee and throughout the State. Good productive conversation on a number of topics.

Board Member Brad Ratliff is absent tonight because he is attending the TSBA Leadership Conference in Nashville. We appreciate his support and representation there last month and this month.

### **Superintendent's Report**

Superintendent Stephens provided the Board with the following updates:

- Today Eve Carney, Chief of Districts and Schools for the TDOE, toured Bartlett High School. She looked at our CTE programs, Machining, STEAM Labs, and Science Labs. She was very impressed. Had a chance to discuss the new funding formula for BEP.
- Last week I met with the Shelby Chamber Alliance around work force development.
- I met with Ford at the new Bartlett TCAT facility to start conversations around the needs for Blue Oval City.
- Monday I will speak to the Bartlett Chamber Board to give them an update on our CTE programs at Bartlett High School.
- I will leave tomorrow afternoon for the TSBA Convention in Nashville. Fleming Architects is up for a design award for the Bartlett High School renovation.
- I hope everyone has a Happy Thanksgiving.

### **General Counsel's Report**

No report.

### **Tennessee Legislative Network (TLN) Representative Report**

No report.

### **Financial Report**

The October 2021-22 Financial Report was accepted by the Board. It is a non-voting item.

## **UNFINISHED BOARD BUSINESS**

### **Policy 4030 Enrollment in Advanced Courses Honors/Advanced Placement Course Selection REVISED SECOND READING**

The Second Reading of Revised Policy 4030: Enrollment in Advanced Courses passed with a motion by Mr. David Cook and a second by Mrs. Shirley Jackson.

Mr. Brad Ratliff: Absent, Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Bryan Woodruff: Aye

**Policy 4033: English Learners ~~Limited English Proficiency Students~~ REVISED  
SECOND READING**

The Second Reading of Revised Policy 4033: English Learners passed with a motion by Mrs. Shirley Jackson and a second by Mr. David Cook.

Mr. Brad Ratliff: Absent, Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Bryan Woodruff: Aye

**BOARD ACTION ITEMS**  
**New Board Business**

**2022-2023 BCS Instructional Calendar**

The 2022-2023 BCS Instructional Calendar passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Mr. Brad Ratliff: Absent, Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Bryan Woodruff: Aye

**ADJOURNMENT**

The meeting adjourned at 7:12 p.m.

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Bryan Woodruff, Chairman

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Dr. David A. Stephens, Superintendent

## 2022-23 BUDGET DEVELOPMENT CALENDAR

Friday, January 14, 2022	<b>BUDGET DEVELOPMENT</b> The budget spreadsheets will be emailed to the Directors with the 2021-22 Actual Expenditures and the 2021-22 Budget.
Friday, February 18, 2022	<b>BUDGET REQUESTS COMPLETED</b> Directors and Principals will have 1/18/22 - 2/18/22 to complete the budget spreadsheets detailing the personnel in their departments and the budget amounts necessary for the 2022-23 fiscal year.
Mon., Feb. 21 - Fri., Mar. 18, 2022	<b>PROPOSED BUDGETS PROCESSING</b> Once the budget requests are submitted, CFO will process these and put in a format to facilitate the review process that will take place during the 4th & 5th weeks of March.
Week of March 21, 2022	<b>2022-23 BUDGET REQUESTS STAFF REVIEW</b> Superintendent will meet with Directors and Principals to discuss budget requests.
Week of March 28, 2022	<b>2022-23 BUDGET REQUESTS STAFF REVIEW</b> Superintendent will meet with Directors and Principals to discuss budget requests.
Wednesday, April 6, 2022	<b>STAFF REVIEW OF DRAFT BUDGET</b> During Superintendent Staff Meeting.
TBD	<b>PRESENTATION TO PRINCIPALS</b>
Monday, April 11 - Thurs., April 21, 2022	<b>INDIVIDUAL MEETINGS WITH BOARD MEMBERS</b>
Thursday, April 21, 2022	<b>BOARD REVIEW OF FY 2022-23 BUDGET</b> Board Work Session
Thursday, April 28, 2022	<b>BOARD APPROVAL OF FY 2022-23 BUDGET</b> Board Meeting
Monday, May 2, 2022	<b>Submittal Date to City</b>
Tuesday, May 10, 2022 Tuesday, May 24, 2022 Tuesday, June 10, 2022	<b>FIRST READING BY MAYOR &amp; BOARD OF ALDERMEN</b> <b>SECOND READING BY MAYOR &amp; BOARD OF ALDERMEN</b> <b>THIRD &amp; FINAL READING BY MAYOR &amp; BOARD OF ALDERMEN</b>

ALL MAYOR AND BOA MEETINGS WILL BEGIN AT 6:00 PM  
AT THE BARTLETT CITY HALL.