

Board of Education Regular Meeting

May 18, 2021 5:00 PM

Tullahoma High School

I. Call to Order

II. Pledge of Allegiance to the Flag

III. Roll Call

IV. Approval of Agenda

V. Special Items

1. Contract Extension Consideration for Director of Schools
2. Individuals to Address the Board
3. Retirement Recognition
4. Staff Celebration
5. Coordinated School Health Yearly Report

VI. Consent Agenda

1. Approval of Minutes
2. 2021-2022 Kool Kids Budget
3. 2021-2022 Nutrition Budget
4. Surety Bond

VII. Unfinished Business

1. 2021-2022 Budget
2. Audit Results
3. Building and Grounds Report

VIII. New Business

1. Virtual School

IX. Superintendent's Report

1. City Board Liaison Report
2. Personnel
3. Monthly Financial Report

X. Adjournment

TULLAHOMA CITY SCHOOLS
Board of Education Regular Meeting
April 20, 2021 5:00 PM
Tullahoma High School

Attendance Taken at 5:00 PM:

Present Board Members:

Dr. Sid Hill
Mrs. Amy Johnson
Mrs. Kim Uselton
Mr. Pat Welsh

Absent Board Members:

Mrs. Amy Dodson
Mrs. Jessica Fogarty
Mrs. Teresa Lawson

Approval of Agenda

Motion Passed: To approve agenda as presented.

Passed with a motion by Dr. Sid Hill and a second by Mrs. Amy Johnson.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Special Items

Individuals to Address the Board

There were no individuals wishing to address the board.

Teacher of the Year

The TCS Board of Education and the Tullahoma Foundation for Excellence in Education honored the 2021-2022 Teachers of the Year in a special presentation.

Bel-Aire Elementary: Carrie Moore

East Lincoln Elementary: Michelle Wilcox

Jack T. Farrar Elementary: Mona Montoye

Robert E. Lee Elementary: Emily Judkins

East Middle School: Daniel Lynch

West Middle School: Tim Behrendorff

Tullahoma High School: Allison Brown, Dr. Renee Flowers, and Justin Scott

District Level winners: Michelle Wilcox, Daniel Lynch, and Justin Scott

Holland Scholarship Awards

The committee for the Holland Scholarship Awards met on Tuesday, April 13, 2021, and awarded \$24,000 to students from Tullahoma High School. The scholarship was created in 1978 by a trust fund of \$400,000 established by John I. Holland. In anticipation of this award, a total of \$ 1,159,800 has been awarded to Tullahoma High School graduates over the years. Award information is to be kept confidential until the THS Awards program on May 4, 2021.

Motion Passed: To accept the 2021-2022 Holland Scholarship awards as presented.

Passed with a motion by Dr. Sid Hill and a second by Mr. Pat Welsh.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Celebrations

The Board of Education celebrated THS senior Austin Hogan. Austin is a student in Mr. Randy Edwards Architectural & Engineering Design program (commonly called CAD). Austin was the first to earn an Autodesk Inventor Industry Certification. The certification demonstrates entry-level CAD knowledge that includes creating, modifying, formatting, and sharing 2D sketches, creating parts, viewing and animating assemblies, creating presentations and drawings.

Coach John Olive was celebrated as the TSSAA Region 4-Class AAAA Coach of the Year.

CTE Director Dr. Shari Zimmerman, welding instructor Jerry Green, and THS guidance counselor Jessie Kinsey were celebrated for earning the TN Pathways Certification in Welding. Tullahoma City Schools were one of fifty-one districts that earned TN Pathways Certification for creating post-secondary opportunities this year.

Dr. Greg English was celebrated as the TNASSP Middle Tennessee Assistant Principal of the Year and the TN Assistant Principal of the Year.

Consent Agenda

Motion Passed: To approve the consent agenda as presented.

Passed with a motion by Mrs. Amy Johnson and a second by Dr. Sid Hill.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Approval of Minutes

Minutes from the regular Board of Education meeting held on March 23, 2021, were presented for approval.

Surplus

Pursuant to Tennessee Code Annotated, 49-6-2109, school buses beginning a school year with less than 200,000 miles are allowed to be used the entire current school year. Buses exceeding 200,000 miles during the school year are not inspected and certified by the State Highway Patrol and therefore not usable the following school year.

Director of Business Jason Ray presented that TCS has one bus that has exceeded 200,000 miles during the 2020-2021 school year and is no longer able to be used for student transportation. This bus is a 2001 Blue Bird, conventional, 78 passenger bus that TCS acquired in September 2000, identified by TCS as bus # 14. He recommended the board approve this bus be declared surplus.

Request for Recess

Motion Passed: To recess for five minutes at 5:45 p.m.

Passed with a motion by Mr. Pat Welsh and a second by Mrs. Amy Johnson.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Back in session at 5:50

Unfinished Business**2020-2021 Budget Expenditure Approval**

Director of Business Jason Ray shared that included in this fiscal year's budget were the replacement of three rooftop HVAC units at Farrar Elementary. TCS budgeted \$40,000 for the units and related parts with TCS maintenance department personnel completing this replacement.

Pricing from two vendors was received for these units. United Refrigeration's pricing was \$25,842.96. The roof curbs needed to complete this installation were quoted by United Refrigeration at \$5,160.00 and freight at \$1,600.00. This is a total cost from United Refrigeration of \$32,602.96.

The second vendor's price for the HVAC units was \$26,718.57. The roofing curbs are not available from this vendor and would need to be purchased from another source.

Motion Passed: To accept the bid from United Refrigeration for three HVAC units and necessary roof curbs for Jack T. Farrar Elementary at the price of \$32,602.96.

Passed with a motion by Mr. Pat Welsh and a second by Dr. Sid Hill.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

2021-2022 Budget

Director of Business Jason Ray shared that administration anticipates receiving the first BEP estimate for FY22 this week. Additionally, administration has discussed the sales tax revenue with the City for next year to ensure TCS is in line with anticipated revenue.

Approval of Additional Positions for 2021-2022 School Year

Per Board Policy 5.116, when a new position is added, board members must be provided a job description, the qualifications necessary, and professional responsibilities (essential duties and/or responsibilities) of the role. Administration requested a new position of Communications Specialists be added for the upcoming year.

Administration also requested three other positions be added to the 21-22 school year. Administrative Assistant to the Maintenance Department; Middle School Assistant Principal and Board Certified Behavior Analyst (BCBA).

Motion Passed: To approve four additional positions for the 2021-2022 school year.

Passed with a motion by Dr. Sid Hill and a second by Mrs. Amy Johnson.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Policy Recommendations

Administration presented revisions to board policy 5.310 (Vacations and Holidays) and policy 1.407 (School District Records). These revisions provide clarity to both policies and bring in line with Tennessee Code Annotated.

Motion Passed: To accept updates to policy 5.310 and 1.407 on a first and final reading.

Passed with a motion by Mrs. Amy Johnson and a second by Mr. Pat Welsh.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Building and Grounds Report

Pat Welsh provided an updated from the building and grounds work group. He wished to commend maintenance supervisor Tim Jensen for the excellent job he has done maintaining the facilities in Tullahoma City Schools. The recent facilities assessments done by Orcutt Winslow were very complimentary in this regard.

Curriculum, Instruction and Assessment Report

Dr. Sid Hill provided an update from the curriculum, instruction, and assessment work group.

New Business

Teacher Tenure

Administration recommended seventeen educators for tenure. Dr. Stephens provided a reminder of tenure eligibility: an educator must have a degree from an approved four-year college and be licensed by the State of TN. This license is based on preparation and training covering specific subjects, grades, and/or areas of expertise; have completed a probationary period of five years (or not less than 45 months) and have received evaluations demonstrating an overall effectiveness level of above expectations (reflected as a score of a 4) or significantly above expectations (reflected as a score of 5) during the last two years of the probationary period. Once an educator is eligible for tenure, he or she shall either be recommended by the Director of Schools for tenure or non-renewed. If the board denies tenure, the educator shall be dismissed. The following educators were recommended for tenure:

District-wide: Jennifer Ray

Principal: Mary Gilbert

Bel-Aire Elementary: Londa Isosaki

East Lincoln Elementary: Megan Ferrell, Marisa Pena Kelly, and Kelli Minor

Jack T. Farrar Elementary: Tammy Forgey Bush

Robert E. Lee Elementary: Ashley Gass, Cortney Harris, and Emily Judkins

East Middle School: Gary Barfield, Katherine Hayes, and Jared Olive

Tullahoma High School: Renee Flowers, Jerry Green, Jeffrey Johnson, and Jennie Woods

Motion Passed: To accept and approve tenure candidates as presented.

Passed with a motion by Mr. Pat Welsh and a second by Dr. Sid Hill.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

2021-2022 Tuition Rates

Board policy 6.204 states that "Students residing outside the boundaries of the school district may attend schools within the school district" under several conditions including paying "a tuition fee established annually by the Board." Administration recommended continuing the following for the 2021-2022 school year:

High School tuition \$900; middle school tuition \$600; and elementary tuition \$300.

Motion Passed: To accept tuition rates for the 2021-2022 school year as follows: High School tuition \$900; middle school tuition \$600; and elementary tuition \$300.

Passed with a motion by Mrs. Amy Johnson and a second by Dr. Sid Hill.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Director Evaluation

Chairman Uselton shared that the Board of Education recently conducted an evaluation of Director of Schools Dr. Catherine Stephens. This evaluation was excellent and the Chairman made a motion to consider a contract extension at the Board of Education meeting to be held on May 18, 2021.

Motion Passed: To consider a contract extension for the Director of Schools at the Board of Education meeting to be held on Tuesday, May 18, 2021, at 5:00 p.m. at Tullahoma High School.

Passed with a motion by Chairman Kim Uselton and a second by Dr. Sid Hill.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Superintendent's Report

Dr. Stephens shared an update to the board.

City Liaison Report

Rupa Blackwell presented an update from the City of Tullahoma.

Personnel

Personnel changes from April 2021 were presented in an attachment.

Monthly Financial Report

The monthly financial report for March 2021 was presented in an attachment.

Adjournment

There being no further business, the meeting was adjourned at 6:59 p.m.

Motion Passed: To adjourn at 6:59 p.m.

Passed with a motion by Dr. Sid Hill and a second by Mr. Pat Welsh.

4 Yeas - 0 Nays.

Mrs. Amy Dodson	Absent
Mrs. Jessica Fogarty	Absent
Dr. Sid Hill	Yea
Mrs. Amy Johnson	Yea
Mrs. Teresa Lawson	Absent
Mrs. Kim Uselton	Yea
Mr. Pat Welsh	Yea

Minutes approved May 18, 2021

Kim Uselton, Board Chairman

Dr. Catherine Stephens, Director of Schools

**TULLAHOMA CITY SCHOOLS
KOOL KIDS PROGRAM
Proposed Budget 2021-2022**

PROJECTED REVENUE 2021 - 2022	
Tuition Fees	\$239,000.00
Registrations	<u>1,000.00</u>
TOTAL PROJECTED REVENUES 2021 - 2022	\$240,000.00
PROJECTED EXPENDITURES 2021 - 2022	
Personnel Costs	
Salaries	\$200,000.00
Employee Taxes	16,300.00
Employee Benefits	<u>18,500.00</u>
Total Personnel Costs	\$234,800.00
Non-personnel Costs	
Snacks	\$ 2,000.00
Consumable Supplies	500.00
Office Supplies	500.00
Training Expense	200.00
Field Trip Expense	<u>2,000.00</u>
Total Non-personnel Costs	\$ 5,200.00
TOTAL PROJECTED EXPENSES 2021 - 2022	\$240,000.00

***There will be NO proposed fee increase for the 2021-2022 school term.**

**TULLAHOMA CITY SCHOOLS
SCHOOL NUTRITION FUND
2021-2022**

**REVENUE
ACCOUNT**

BUDGET

NUMBER		21-22
43520	EARNINGS FROM TEMP. INVESTMENT	\$500.00
43521	RECEIPTS--STUDENT LUNCH	\$0.00
43522	RECEIPTS--ADULTS	\$20,000.00
43523	RECEIPTS--BREAKFAST	\$0.00
43525	A LA CARTE	\$300,000.00
44499	OTHER LOCAL REVENUES	
	TOTAL LOCAL INCOME	\$320,500.00
46520	STATE MATCHING FUNDS	\$23,000.00
	TOTAL STATE MATCHING	\$23,000.00
47111	USDA--LUNCH	\$1,350,000.00
47113	USDA--BREAKFAST	\$660,000.00
47112	USDA COMMODITY REIMBURSEMENT	\$125,000.00
47114	OTHER	\$34,000.00
	RECEIVED THROUGH STATE	\$2,169,000.00
	GRAND TOTAL	\$2,512,500.00

EXPENDITURES

ACCOUNT

NUMBER		
73105 105	SUPERVISOR	\$96,000.00
73100 165	CAFETERIA PERSONNEL	\$800,000.00
73100 201	SOCIAL SECURITY	\$50,000.00
73100 212	MEDICARE	\$11,000.00
73100-204	NEW RETIREMENT	\$20,000.00
73100 211	RETIREMENT	\$10,000.00
73100 207	HEALTH INSURANCE	\$160,500.00
73100 208	DENTAL INSURANCE	\$6,000.00
73100 206	LIFE INSURANCE	\$2,500.00
73100 209	VISION INSURANCE	\$2,500.00
73100 210	UNEMPLOYMENT	
73100 336	REPAIR OF EQUIPMENT	\$20,000.00
73100 354	TRANSPORTATION OF FOOD	\$15,000.00
73100 355	TRAVEL--PERSONNEL	\$9,000.00
73100 399	OTHER CONTRACTED SERVICES	\$50,000.00
73100 422	FOOD	\$915,000.00
73100 469	COMMODITIES	\$125,000.00
73100 499	OTHER MATERIALS AND SUPPLIES	\$120,000.00
73100 710	EQUIPMENT	\$100,000.00
	TOTAL EXPENDITURES	\$2,512,500.00

Personnel - May 2021

Hires

Hannah-Marie Bond	THS	Bookkeeper/Secretary	05/03/2021
Carla Chu	THS	Interim Educational Assistant	04/22/2021

Resignations

Donnely Lewis	EMS	Teacher/Music	05/22/2021
Ally Johnston	REL	Teacher/Music	05/22/2021
John Lennon	THS	Teacher/Theater	05/22/2021
Derrick McGee	THS	Custodian	05/19/2021
Julie Walker	THS	Teacher/English	05/22/2021
Shari Zimmerman	THS	Assistant Principal/CTE	05/22/2021
Chelsea Preiser	WMS	Teacher/Music	05/22/2021
Lyndsey Warbington	WMS	Teacher/Special Education	05/22/2021

Retirements

Sonya Hoge	ELE	Educational Assistant	05/22/2021
Tammy Smith	ELE	Teacher/RTI	05/22/2021
Michelle Wilcox	ELE	RTI Interventionist	05/22/2021
Debbie Edens	JTF	Principal	05/22/2021
Lisa Henry	REL	Guidance Counselor	05/22/2021

Transfers

Greg English	THS-CSS	Assistant Principal- Virtual Director	04/26/2021
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2020-21 GEN PURPOSE BUDGET

4/30/2021

EXPENDITURES	2020-21	ACTUAL THRU	
ACCOUNT NUMBER	AMENDED	Apr 2021	PERCENTAGE
71100 REGULAR EDUCATIONAL PROGRAM			0.75
TOTAL 71100 ACCOUNT	19,308,893	13,614,424	0.70509
71200 SPECIAL EDUCATION PROGRAM			0.75
TOTAL 71200 ACCOUNT	3,721,941	2,691,041	0.72302
71300 VOCATIONAL EDUCATION PROGRAM			0.75
TOTAL 71300 ACCOUNT	652,898	435,629	0.66722
72110 ATTENDANCE			0.75
TOTAL 72110 ACCOUNT	125,644	83,479	0.66441
72120 HEALTH SERVICES			0.75
TOTAL 72120 ACCOUNT	614,943	448,701	0.72966
72130 OTHER STUDENT SUPPORT			0.75
TOTAL 72130 ACCOUNT	812,365	635,719	0.78255
72210 INSTRUCTIONAL STAFF/ REG. INST. PROG.			0.75
TOTAL 72210 ACCOUNT	559,611	464,370	0.82981
72220 SPECIAL EDUCATION PROGRAM			0.75
TOTAL 72220 ACCOUNT	583,245	323,833	0.55523
72250 TECHNOLOGY	(ORIGINALLY INCLUDED IN 71100)		0.83
TOTAL 72220 ACCOUNT	0	443,095	
72310 GENERAL ADMIN/BD OF EDUCATION			0.83
TOTAL 72310 ACCOUNT	1,428,258	1,052,841	0.73715
72320 OFFICE OF THE SUPERINTENDENT			0.83
TOTAL 72320 ACCOUNT	448,305	351,958	0.78509
72410 OFFICE OF THE PRINCIPAL			0.75
TOTAL 72410 ACCOUNT	1,491,346	1,109,049	0.74366
72510 FISCAL SERVICES			0.83
TOTAL 72510 ACCOUNT	358,314	296,611	0.82780
72520 HR/PERSONNEL			0.83
TOTAL 72110 ACCOUNT	292,388	220,645	0.75463
72610 OPERATION OF PLANT			0.83
TOTAL 72610 ACCOUNT	2,729,249	2,254,361	0.82600
72620 MAINTENANCE OF PLANT			0.83
TOTAL 72620 ACCOUNT	1,014,001	916,750	0.90409
72710 TRANSPORTATION			0.83
TOTAL 72710 ACCOUNT	374,547	343,735	0.91773

2020-21 GEN PURPOSE BUDGET

4/30/2021

76100 REGULAR CAPITAL OUTLAY			
TOTAL 76100 ACCOUNT	1,329,444	481,928	0.36250
TOTAL EXPENDITURES GENERAL PURPOSE FD	35,845,391	26,168,169	0.73003