

BARTLETT CITY BOARD OF EDUCATION

Board of Education Regular Meeting

Bartlett City Hall - 6400 Stage Rd. - Bartlett

PO Box 341148

Bartlett, TN 38134

August 28, 2014

7:00 PM

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER & ROLL CALL

Official Business of the Day

SPECIAL PRESENTATIONS

PUBLIC COMMENT

APPROVAL OF AGENDA

Addition of New Board Business agenda item, Superintendent Fiscal Year 2015 Operational Performance Standards Review passed with a motion by Mr. Jeff Norris and a second by Bryan Woodruff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Aye, Bryan Woodruff: Aye

Approval of Agenda passed with a motion by Mr. Jeff Norris and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Aye, Bryan Woodruff: Aye

APPROVAL OF MINUTES OF PREVIOUS MEETINGS - July 24, 2014 Business Meeting Minutes

Approval of July 24, 2014 Business Meeting Minutes passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Aye, Bryan Woodruff: Aye

REPORTS

Chairman's Report

Superintendent's Report

General Counsel's Report

STAFF ACTION ITEMS

BOARD ACTION ITEMS

Consent Agenda

Approval of Consent Agenda passed with a motion by Mr. Jeff Norris and a second by Bryan Woodruff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Aye, Bryan Woodruff: Aye

POLICY 1030: Committees

POLICY 6048: Graduation Activities

POLICY 6050: Safe Relocation of Students

New Board Business

Superintendent FY 15 Operational Performance Standards Review

Following the discussion of the Superintendent FY 15 Operational Performance Standards Review, the associated incentive pay of \$10,000.00 passed with a motion by Bryan Woodruff and a second by Mr. David Cook.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Jeff Norris: Aye, Bryan Woodruff: Aye

ADJOURNMENT

BARTLETT CITY BOARD OF EDUCATION
BUSINESS MEETING MINUTES
Thursday, July 24, 2014
Bartlett City Hall - Council Chambers
6400 Stage Road, Bartlett
7:00 PM

INVOCATION AND PLEDGE OF ALLEGIANCE

Ethan Randall, Elmore Park Middle School Principal, said a prayer and led the Pledge of Allegiance to the Flag.

CALL TO ORDER & ROLL CALL

*****Official Business of the Day*****

Chairman Norris 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. Jeff Norris
Mr. Bryan Woodruff

SPECIAL PRESENTATIONS

No presentations.

PUBLIC COMMENT

- *Blount Smith - 457 Waring Rd., Memphis*
RE: Workman's Compensation and National Board Certified Pay

- *Jason Sykes/Bartlett Education Foundation- 4118 Fairway View*
RE: School Rally on August 2nd from 10 - 12:00 p.m.

APPROVAL OF AGENDA

Chairman Norris pulled Policy 6048 from the agenda.

Motion Passed: Addition of Apple Lease MOU to the agenda passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

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

Motion Passed: Addition of Policy 2011 to the agenda passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

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

Motion Passed: Addition of Policy 2012 to the agenda passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

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

Motion Passed: Approval of the revised agenda passed with a motion by Mr. Jeff Norris and a second by Ms. Erin Berry.

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

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Erin Berry made the motion to approve the minutes of the June 23, 2014 Business Meeting and David Cook seconded the motion. All Board Members responded aye. Motion passed.

REPORTS

Chairman's Report

I attended the Durham Transportation Meeting last week. After reading the Commercial Appeal article I want to clarify a few things. The meeting was attended by Board Representatives, Attorneys and Superintendents from the municipalities. We all sat in the room and we all agreed to the terms in the contract. Germantown was never singled out in the contract. It was always written that any district that made a change that created an indirect cost increase to another district would be held responsible for a threshold. Majority of the meeting was spent discussed the threshold so that everyone was in agreement while they were together.

At the end of the meeting everyone was in lock step agreement when we left that room. To say otherwise is either negotiating in bad faith or proving to be a bad partner in this business.

Superintendent's Report

The 9th Grade Academy Kick-off was very well attended. Thank you to Dr. Lee-Ann Kight, Ken Demetriou, Jeff Waller, many other staff members and the City of Bartlett.

Quick updates:

- Administrative In-Service scheduled
- Substitute training - 65 substitute teachers are hired.
- Governor's Roundtable met last week
- 122 Bus Routes - Teams of two CO staff are driving routes prior to the start of school.
- Change in start time for Altruria to 8:00 a.m. saved \$14-16,000.

Legal Report

No Legal Report.

STAFF ACTION ITEMS

No Staff Items.

BOARD ACTION ITEMS

Durham Contract

Motion Passed: Authorizing Superintendent Stephens to enter into an agreement with Durham passed with a motion by Mr. Jeff Norris and a second by Mr. David Cook.

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

Career and Technical Education Interlocal Agreement (ILA)

Motion Passed: The Career and Technical Education Interlocal Agreement (ILA) passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

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

Systems Technician Interlocal Agreement (ILA)

Motion Passed: The Systems Technician Interlocal Agreement (ILA) as amended by removing Lakeland District, passed with a motion by Mr. Jeff Norris and a second by Ms. Erin Berry.

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

Motion Passed: The Systems Technician Interlocal Agreement (ILA) passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

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

Purchasing Interlocal Agreement (ILA)

Motion Passed: The Purchasing Interlocal Agreement (ILA) passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

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

Payroll Interlocal Agreement (ILA)

Motion Passed: The Payroll Interlocal Agreement (ILA) passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

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

Network and Telecommunications Interlocal Agreement (ILA)

Motion Passed: The Network and Telecommunications Interlocal Agreement (ILA) passed with a motion by Mr. David Cook and a second by Mr. Bryan Woodruff.

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

Consent Agenda

Policy 1028 Use of School Name was removed from the Consent Agenda and placed under New Board Business for consideration without objection.

Policies

1. Policy 3004 - Facilities Planning
2. Policy 3005 - New Project Planning
3. Policy 3006 - Board Inspection and Acceptance of New Facilities
4. Policy 3007 - Facility Expansion - Goals
5. Policy 3008 - Retirement of Facilities
6. Policy 3011 - Community Use of School Facilities
7. Policy 4014 - Grading System

8. Policy 4015 - Textbooks
9. Policy 6036 - Appeals Related to Student Discipline
10. Policy 6037 - Procedural Due Process
11. Policy 6038 - Discipline Procedures
12. Policy 6039 - Bus Safety and Conduct
13. Policy 6040 - Dress Code
14. Policy 6041 - Pediculosis (Lice)
15. Policy 6042 - Pledge of Allegiance/National Anthem
16. Policy 6047 - Attendance
17. Policy 6048 - Graduation Activities
18. Policy 6049 - Student Solicitations and Fundraising
19. Policy 3017 - Insurance
20. Policy 5013.3 - Sick Leave
21. Policy 5029 – Political Activities
22. Policy 3016 – Food Service Management
23. Policy 2008 – Revenues
24. Policy 3019 – Scheduling and Routing
25. Policy 5033 – Staff Time Schedules
26. Policy 3018 – Student Transportation Management
27. Policy 1028 – Use of School Name
28. Policy 3020 – Emergency Preparedness Plan
29. Policy 2007 – Comparability of Services
30. Policy 3015 – Estimating Facility Costs
31. Policy 3021 – Safety
32. Policy 3022 – Security
33. Policy 5034 – Substitute Teachers
34. Policy 6043 – Child Abuse and Neglect
35. Policy 3014 – Buildings and Grounds Management
36. Policy 2006 – Audits
37. Policy 1028 – Section 504 and ADA Grievance Procedure

Motion Passed: Suspend rules to approve policies on First Reading passed with a motion by Mr. Jeff Norris and a second by Ms. Erin Berry.

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

Motion Passed: The amended Consent Agenda passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

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

New Board Business

Apple Lease MOU

Motion Passed: The Apple Lease MOU passed with a motion by Mr. Jeff Norris and a second by Ms. Erin Berry.

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

Policy 2011 Student Activity Funds Management

Motion Passed: Policy 2011 Student Activity Funds Management passed with a motion by Mr. Jeff Norris and a second by Mr. David Cook.

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

Policy 2012 - School Support Organizations

Motion Passed: Policy 2012 - School Support Organizations passed with a motion by Mr. Jeff Norris and a second by Mr. Bryan Woodruff.

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

Policy 1028- Use of School Name

Motion Passed: Policy 1028- Use of School Name passed with a motion by Mr. Bryan Woodruff and a second by Mr. Jeff Norris.

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

ADJOURNMENT

Meeting adjourned at 7:45 p.m.

Jeff Norris
Chairman

David A. Stephens
Superintendent

July 24, 2014
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Policy 1030 Committees

The Board shall operate without standing committees, except for the Executive Committee; however, special committees composed of board members and non-board members may be appointed by the chairman at the direction of the Board and as the needs of the Board shall require.¹

Such committees shall be discharged when the work is finished or earlier by a majority vote of the entire Board. All reports by special committees shall be made to the Executive Committee for consideration for the next Board work session agenda.

1. A special committee serving in an advisory capacity shall ordinarily consist of less than a quorum of board members in addition to other non-board members;
2. The Superintendent and Chairman of the Board serve as ex-officio non-voting members of all committees;
3. The committee will be advisory only;
4. Issues to be discussed by the committee must be approved in advance by the entire Board;
5. A committee shall serve no longer than the annual organization meeting of the Board unless reappointed to finish a designated task; and
6. Committee meetings shall be held in accordance with the Open Meetings law.²

¹ TCA 49-2-205(2)

² TCA 8-44-102(a)(b)(1)(A)(B)(C)

POLICY 6048: Graduation Activities

Students who have met all graduation requirements may participate in graduation activities. Students who are under suspension at the time of commencement will not be eligible to participate in commencement exercises. If extenuating circumstances exist at any school, the matter shall be presented to the Superintendent prior to graduation activities.

Students are expected to participate in all graduation activities, and graduation apparel shall be determined by each school's principal or his/her designee and shall be the personal expense of each student. Any fees required for graduation ceremonies shall be waived for students who are eligible to receive free or reduced price lunches, and in such cases, the school shall assume responsibility for payment of fees.¹

Graduation ceremonies shall be physically accessible to all students, their parents and/or guardians, and other interested citizens.²

The content of any students' speeches shall not reflect the endorsement, sponsorship, position, or expression of the school, employees, or Board.

Principals shall ensure that students graduating with distinction and state honors are recognized at graduation.³

¹ T.C.A. §49-2-114

² 28 C.F.R. §36.201-2

³ TRR/MS 0520-1-3-.06(2)(c)(2); State Board of Education Policy 2.103

Policy 6050: Safe Relocation of Students

Employees who are directly responsible for a student's education or who otherwise interact with students within the scope of their assigned duties may relocate a student from the student's present location to another location when such relocation is necessary for the student's safety or the safety of others.¹ Such employees may also intervene in a physical altercation between two or more students or between a student and an LEA employee. Reasonable force may be used to physically relocate or intervene in a conflict if a student is unwilling to cooperate.²

If an employee is unable to resolve the matter with the use of reasonable or justifiable force as required, the student shall be allowed to remain in place until such a time as local law enforcement officers or school resource officers can be summoned to relocate the student or take the student into custody until such a time as a parent or guardian can retrieve the student.

In the event that physical relocation becomes necessary, the teacher shall immediately file a brief report of the incident with the building principal. If the student's behavior constitutes a violation of the Bartlett City School's zero tolerance policy, then the report shall be placed in the student's permanent record. Otherwise, the report shall be kept in the student's discipline record, and shall not become a part of that student's permanent record. The principal or his/her designee shall notify the teacher involved of the actions taken to address the behavior of the relocated student.

The Superintendent shall create procedures to implement this policy consistent with state law. Each building principal shall fully support the employees' authority under this policy and fully implement the policy and procedures of the District.

¹ T.C.A. §49-6-4108

² T.C.A. §39-11-603; T.C.A. §39-11-609 through 614, T.C.A. §39-11-621, 622