

BARTLETT CITY BOARD OF EDUCATION

BARTLETT CITY BOARD OF EDUCATION WORK SESSION

WORK SESSION AGENDA BARTLETT CITY HALL 6400 STAGE ROAD, BARTLETT

7:00 PM

**PO Box 341148
Bartlett, TN 38134**

June 18, 2015

7:00 PM

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER & ROLL CALL

Official Business of the Day

APPROVAL OF AGENDA

REPORTS

Chairman's Report

Superintendent's Report

General Counsel's Report

Tennessee Legislative Network (TLN) Representative Report

Financial Report

STAFF ACTION ITEMS

2015-2016 IDEA Application for funding

2015-2016 ESEA Application for Funding

BCS Differentiated Pay Plan for 2015-2016

Contract for Special Education Services - Brunswick Day School

Contract for Special Education Services – Memphis Oral School for the Deaf

Contract for Special Education Services – King’s Daughters and Sons

Renaissance Group, Inc. Facilities Assessment- Altruria Elementary

Renaissance Group, Inc. Facilities Assessment- Ellendale Elementary

BOARD ACTION ITEMS

Superintendent Contract Extension

BCS Resolution 2-6 Amend the 2014-2015 General Fund Budget

**BCS Resolution 2-7 Amend the 2014-2015 Special Revenue Fund Budget
Policy 5028: Vacations and Holidays - REVISED**

ADJOURNMENT

FY16 Consolidated Application Approval for IDEA/ESEA
School Year 2015-16

<i>LEA #</i>	<i>LEA Name (Legal Name of Agency):</i>
<i>Street Address</i>	
<i>City</i>	<i>State</i> _____ <i>Zip</i> _____

Consolidated Project begins _____ and ends _____

The facts, figures, and representations made in this application, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge. The Board of Education has reviewed and approved this project year application for filing.

This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

_____ Board Meeting Date

Director of Schools (Signature)

Board of Education Official (Signature)

Director of Schools (Print Name)

Board of Education Official (Print Name)

Date Signed

Date Signed

Bartlett City Schools

FY 2016 IDEA Programs Summary

Preliminary Allocations:

IDEA, Part B

\$1,758,321

IDEA, Preschool

\$23,954

IDEA, Part B

In order to provide services to students with exceptional needs in Bartlett City Schools, the Department of Exceptional Children has drafted the following plan. Bartlett City Schools will maintain compliance on each Individualized Education Plans for the 1,600 children in our eleven public schools and service plans for private schools during 2015-16 school year. Services vary from consult, co-teaching, resource, functional skills, adaptive functional skills, related services to include speech-language, nursing, occupational, and physical therapy, and behavioral support. In addition to maintaining compliance and providing services to our students, additional money will be utilized for Reading and Math instructional materials, continued contract with Public Consulting Group for purchase of EASY IEP (computer system utilized to develop each student's IEP), evaluation materials and protocols for our psychologists and other school service providers, stipends for five LEAD positions, and assistive technology. To increase communication for students with limited language, the department will provide 2 IPADS for each Functional Skills classroom loaded with ProloQuo (a language acquisition program). The Lead BCS speech pathologist will train each teacher on the use of this program, while all SLPs will ensure successful implementation. We are supporting the schools with a Special Education Specialist, four Speech Language Pathologists, two SPED nurses, and an additional school psychologist with IDEA funds. IDEA funds will cover .5 towards a grants accountant.

IDEA, Preschool

Bartlett City School will provide preschool services to students with exceptional needs at five elementary schools (Altruria, Bartlett, Bon Lin, Oak, and Rivercrest). Behind providing services and maintaining compliance for students 3-5 years old, IDEA funds have been set aside for instructional materials, special education equipment, professional development, and substitutes to cover this endeavor.

Bartlett City Schools
FY 2016 Elementary and Secondary Education Act (ESEA) Programs Summary

<u>Title I</u>	<u>Title I N</u>	<u>Title ID</u>	<u>Title IIA</u>	<u>Title III</u>
\$1,526,870	\$524,297	\$33,864	\$356,520	\$23,523

Title IA, Title IN, & Title ID-In order to increase student academic achievement, the Bartlett City Schools Title I program for school year 2015-2016 will provide instructional services to approximately 3,622 students attending 4 BCS Title IA schoolwide schools (Altruria Elementary, Bartlett Elementary, Elmore Park Middle, & Rivercrest Elementary), 3 facilities for neglected children (Baptist Children's Home, Lakeside Behavioral, Youth Villages), and 1 facility for delinquent children (Varangon Academy). These services will supplement instructional services provided by state and local funds.

Title I funds will be utilized for Instructional Facilitators, teachers (Response to Intervention), education assistants, technology coaches, tutors, technology support, N & D Supervisor, and ESEA Supervisor; extended learning including before/after school and Saturday tutoring; parent training; instructional supplies/materials; equipment (technology); and professional development.

Title IIA-Professional development activities for core academic subjects that are high quality, sustained, intensive, and classroom focused. This will be provided for instructional staff in all BCS schools and the participating non-public schools (St. Ann Bartlett and Youth Villages).

Title IIA funds will be utilized for the position of Professional Development/Evaluation Supervisor, Response to Intervention Coach, professional development materials/supplies, and teacher and principal mentoring. These items support school administrative initiatives and goals by providing professional development to teachers through Master Teachers and Learning Coaches.

Title IIIA- Supplemental scientifically based language instruction to increase English proficiency and student academic achievement in support of English as a Second Language (ESL) services to English Learners will be provided to eligible BCS students, as well as eligible students attending participating non-public schools. Funds will be utilized for instructional materials/supplies, equipment, parent outreach, and professional development.

Summary presented by:

James Aldinger, Director of Human Resources, Federal Projects, and Accountability
Bartlett City Schools
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Bartlett, TN 38134
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james.aldinger@bartlettschools.org

FY16 Consolidated Application Approval for IDEA/ESEA
School Year 2015-16

LEA #	LEA Name (Legal Name of Agency):		
<u>794</u>	Bartlett City Schools		
Street Address	LEA Legal Mailing Address		
City	5650 Woodlawn St.	State	TN Zip 38134

Consolidated Project begins July 1, 2015 and ends June 30, 2016

The facts, figures, and representations made in this application, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge.
The Board of Education has reviewed and approved this project year application for filing.

This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

_____ Board Meeting Date

Director of Schools (Signature)

Board of Education Official (Signature)

Director of Schools (Print Name)

Board of Education Official (Print Name)

_____ Date Signed

_____ Date Signed

POLICY 5028: Vacations and Holidays

Vacations and Holidays will be granted to regular, full time employees subject to the following provisions:

A. General Provisions

1. Temporary and part-time employees are not eligible for vacation.
2. Vacation leave will ~~be credited to~~begin to accrue once new employees ~~once the employee has completed~~ six (6) months of continuous service. ~~Eligible employees will begin accruing vacation upon the seventh (7) month of employment.~~
- ~~3. An employee that worked full-time in a Shelby County School/Central Office during the 2013-2014 school year and now works full-time for Bartlett City Schools is not considered a new employee.~~
- ~~4.3.~~4.3. An employee who resigns or terminates from Bartlett City Schools shall be paid for any unused earned vacation leave, provided the employee has completed six (6) months of service. ~~Any days advanced are not considered earned and shall not be paid out.~~
- ~~5.4.~~5.4. Full-time classified employees will receive one (1) day per year to be used for personal business in addition to earned sick leave. There are no provisions for this day to carry over the next fiscal year.
5. Full-time certified employees will receive two (2) days per year in addition to earned sick leave to be used for personal business. Two (2) unused days may be converted to sick.
6. All full-time employees who have reached the last step on the BCS salary schedule will receive one (1) additional day per year to be used for personal business in addition to the personal day(s) earned under Paragraphs 4 and 5. There are no provisions for this day to convert to sick or carry over the next fiscal year.

B. Twelve (12) Month Employees

1. Any full-time twelve (12) month employee who is employed by Bartlett City Schools will be granted vacation based on the following schedule:

Length of Service Vacation Accrued	Semi-Monthly Basis
Six (6) months and one day, but less than one (1) year42
One (1) year, but less than five (5) years42
<i>(Maximum of 10 days per year)</i>	
Five (5) years, but less than ten (10) years50
<i>(Maximum of 12 days per year)</i>	
Ten (10) years, but less than fifteen (15) years63
<i>(Maximum of 15 days per year)</i>	
Fifteen years or more84
<i>(Maximum of 20 days per year)</i>	

~~2. For the 2014-2015 school year, employees who were hired from SCS and were paid out their earned vacation shall have vacation days advanced as of July 1 based on the schedule below:~~

~~Less than 1 year — 6 days
1 year, but less than 5 years — 10 days
5 years, but less than 10 years — 12 days
10 years, but less than 15 years — 15 days
15 years or more — 20 days~~

3. Vacation is accrued semi-monthly, and the accumulated amount of vacation appears on the employee's paychecks. All eligible employees may accrue up to a maximum of twenty-five (25) vacation days.
4. Vacation leave is accrued while an employee is in paid status, but does not accrue while an employee is in an unpaid status.
5. Holidays are not paid to employees who are in an unpaid status.
6. Designated Bartlett City Schools holidays that fall within the vacation schedule are not to be counted as vacation days. Full time, twelve-month employees will be paid for thirteen (13) paid holidays that will be determined annually and reflected on the payroll calendar and paid during the corresponding payroll period.
7. Vacation schedules that shall be approved by the employee's immediate supervisor should be planned in such a way that the operational procedures are not interrupted.

C. Full time classified employees working less than twelve (12) months

1. Schedule – Ten (10) paid holidays will be determined annually and reflected on the payroll calendar and paid during the corresponding payroll period. Ten (10) vacation days are built into the employee's work calendar, so as to reduce number of unpaid days throughout the school year. These days are not paid out if the employee resigns and are not for the employee's use.
2. The employee must work the day before and after a paid holiday in order to be paid for the holiday ~~or~~
3. The employee uses such paid leave time as he/she is entitled to based upon employment status to cover the day before and after a paid holiday.

D. Full time certified employees working less than twelve (12) months

1. Employees shall earn 1 vacation day for every 20 days worked and those days are distributed throughout the employee's work calendar. These days are not paid out if the employee resigns and are not for the employee's use.