

BARTLETT CITY BOARD OF EDUCATION
BARTLETT CITY BOARD OF EDUCATION BUSINESS MEETING
BUSINESS MEETING AGENDA CITY OF BARTLETT COUNCIL CHAMBERS, 6400
STAGE ROAD, BARTLETT 7:00 PM
PO Box 341148
Bartlett, TN 38134
October 26, 2017
7:00 PM

INVOCATION

PLEDGE OF ALLEGIANCE

CALL TO ORDER & ROLL CALL

Official Business of the Day

SPECIAL PRESENTATIONS

PUBLIC COMMENT

APPROVAL OF AGENDA

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

September 29, 2017 Board Business Meeting

REPORTS

Chairman's Report

Superintendent's Report

General Counsel's Report

Tennessee Legislative Network (TLN) Representative Report

Financial Report

UNFINISHED BOARD BUSINESS

BOARD ACTION ITEMS

New Board Business

2018-2019 Bartlett City Schools REVISED Instructional Calendar

The Revised 2018-2019 Bartlett City Schools Instructional Calendar passed with a motion by Mr. David Cook and a second by Bryan Woodruff.

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

LEA Compliance Report 2017

The LEA Compliance Report 2017 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: Absent, Bryan Woodruff: Aye

2017-2018 DHA Members

The 2017-2018 DHA Members 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: Absent, Bryan Woodruff: Aye

BCS School Support Organizations for Board Approval

The following BCS School Support Organizations for Board Approval passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

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

Policy 3012 – Naming of Schools and School Facilities REVISED FIRST READING

The First Reading of Revised Policy 3012 – Naming of Schools and School Facilities passed with a motion by Ms. Erin Berry and a second by Bryan Woodruff.

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

Policy 3025 – Sponsorships and Advertising NEW FIRST READING

The First Reading of New Policy 3025 – Sponsorships and Advertising 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: Absent, Bryan Woodruff: Aye

Bartlett City Schools FY18 Title 1 Memorandum of Understanding (MOU) with Shelby County Schools

The Bartlett City Schools FY18 Title 1 Memorandum of Understanding (MOU) with Shelby County Schools 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: Absent, Bryan Woodruff: Aye

Resolution 5-4 Education Capital Budget Amendment

Resolution 5-4 Education Capital Budget Amendment passed with a motion by Bryan Woodruff and a second by Ms. Erin Berry.

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

ADJOURNMENT

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

**BARTLETT CITY HALL
6400 STAGE ROAD, BARTLETT**

**SEPTEMBER 28, 2017
7:00 P.M.**

INVOCATION AND PLEDGE OF ALLEGIANCE

Mr. 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 Jackson called the meeting to order at 7:00 p.m.

Present Board Members:

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

Absent Board Members:

Mr. Jeff Norris

SPECIAL PRESENTATIONS

No special presentations.

PUBLIC COMMENT

*Shoneisha Myers, Bartlett Education Association President
3046 Leeridge Drive, Bartlett TN 38134
RE: Formal introduction to the School Board*

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

August 24, 2017 Business Meeting Minutes

The approval of the August 24, 2017 Business Meeting Minutes passed with a motion by Mr. David Cook and a second by Mrs. Erin Berry. With all ayes, the Minutes were approved.

REPORTS

Chairman's Report

Chairman Jackson thanked the Central Office staff involving in hosting the TSBA Fall District Meeting on September 25th at the Bartlett High School. The Student Ambassadors were terrific, engaging, friendly and out-going. Thank you, Shannon Abraham, Vice-Principal for securing and preparing these BHS students.

Superintendent's Report

Superintendent Stephens provided the following updates:

- The Bartlett Square renovations will be out to bid soon. The next meeting for Bartlett Square will be to pick furniture and colors. We met with the leasing agent today and many tenants are leaving soon.
- The Durham contract ends this year and will need to be renegotiated. After the BHS construction is completed, a new bus lot will be needed. We will need to consider the location for a future bus lot.
- The band room renovation is projected to be completed by the middle of October with about 95% completed now.
- The soccer field building is projected to be completed in two weeks.
- Embargoed data to be received tomorrow. BCS is 1 Level 5 District!
- LEAD Conference in Nashville begins October 15th. District staff are presenting.
- BCS is hosting a Safety and Security parent information meeting on October 3rd in the auditorium at BHS.

General Counsel's Report

No report.

Tennessee Legislative Network (TLN) Representative Report

No report.

Financial Report

The August 2017-2018 Financial Report was accepted by the Board. It is a non-voting item.

UNFINISHED BOARD BUSINESS

No unfinished Board Business Items.

BOARD ACTION ITEMS

New Board Business

2017-2018 Textbooks Certification of Compliance

Motion Passed: The 2017-2018 Textbooks Certification of Compliance passed with a motion by Mr. Bryan Woodruff and a second by Mr. David Cook.

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

Bid Award for the Installation of the Rooftop A/C units at Altruria

Motion Passed: Bid Award #FY180007 for the Installation of the Rooftop A/C units at Altruria awarded to Blue City Fire Protection and Mechanical in the amount of \$76,900 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	Absent
Mr. Bryan Woodruff	Yes

Resolution 5-3 Education Capital Fund Budget Amendment

Motion Passed: Resolution 5-3 Education Capital Fund Budget Amendment passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

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

Safe Schools Grant

Motion Passed: The Safe Schools Grant in the amount of \$40,900 passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

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

BCS School Support Organizations for Board Approval

Motion Passed: The following 2017-2018 School Support Organizations requesting Board approval passed with a motion by Mr. Bryan Woodruff and a second by Mr. David Cook.

Bartlett Elementary PTO, Bartlett High Basketball Girls, Bartlett High Boys Soccer, Bartlett High Girls Soccer, Bartlett High Girls Softball, Bartlett High Touchdown Club, Bartlett High Wrestling, Oak Elementary PTO, Bon Lin Middle Drama, Appling Middle Chorus, and Bartlett High School Band

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

BCS 2017-2018 Safety Plan Annual Approval

Motion Passed: The BCS 2017-2018 Annual Safety Plan 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	Absent
Mr. Bryan Woodruff	Yes

ADJOURNMENT

The meeting adjourned at 7:25 p.m.

Shirley Jackson
Chairman

Dr. David A. Stephens
Superintendent



2017 LEA Compliance Report

This Compliance Report is one document used by the Tennessee Department of Education (TDOE) in the annual process of ensuring local education agencies (LEAs) are in compliance with all state laws and State Board of Education (SBE) rules. All LEAs must complete this form, including the Area of Non-Compliance page if applicable, and return it to the TDOE.

RETURN COMPLETED FORM VIA EMAIL TO:

Nikkie Kiene
Paralegal
Tennessee Department of Education
Nikkie.Kiene@tn.gov

DUE DATE:

November 30, 2017

Please be advised that LEAs are required to comply with all state education laws and SBE rules. The commissioner of education is responsible for ensuring all school laws and SBE rules are faithfully executed and is charged with taking corrective action when an LEA is not in compliance with state education laws and SBE rules and is not following a TDOE approved plan addressing compliance issues. All LEAs should carefully check the status of compliance with all state education laws and SBE rules prior to execution of this Compliance Report. The adherence by LEAs to some laws and rules are monitored through other data sources and all data sources will be considered when the TDOE makes final decisions regarding LEA compliance with laws and rules.

I certify that, except for those items listed in the attached document which includes a compliance plan for each item, the LEA is in compliance with all Tennessee statutes and SBE rules.

Area of Non-Compliance Form is attached: Yes No

LEA Name: Bartlett City Schools

Director of Schools Name: Dr. David A. Stephens

Director of Schools Signature: _____

Date of Board Approval: _____

Board Chair Name: Shirley Jackson

Board Chair Signature: _____



For your convenience, the following is a list of helpful links to various state education laws and SBE rules available online.

Public chapters regarding education passed during the 2017 legislative session:
http://tn.gov/assets/entities/education/attachments/legal_legislative_report_2017.pdf

Current and pending SBE rules:
<http://www.tn.gov/sbe/topic/rules>

SBE frequently asked questions:
<http://www.tn.gov/sbe/topic/frequently-asked-questions>

Tennessee Code Annotated:
<http://www.lexisnexis.com/hottopics/tncode/>

If you have questions regarding applicable laws or SBE rules, please contact TDOE's General Counsel, Christy Ballard at (615)741-2921.

Areas of Noncompliance Form

AREA(S) OF NONCOMPLIANCE:	PLAN FOR COMPLIANCE:

The following individuals are recommended as members of the DHA for the 2017-2018 school year.

Dr. Korrie White (Director of Student Services)
Mark Stephens (Student Services Supervisor)
Dr. Momodou Keita (Student Services Supervisor)
Gina Bennett (Human Resources Supervisor)

Policy 3012 – Naming of Schools and School Facilities REVISED FIRST READING

All BCS buildings, facilities, and parts or areas thereof shall be named in accordance with the following policy. No BCS real property or any improvements shall be named unless done so in accordance with the following guidelines.

Naming of Schools

All school buildings shall be named prior to the school's opening for use. No school shall be named for a living person, and the designated name shall properly recognize the importance of the building to the District and the Bartlett community. A school name shall reflect any of the following qualities:

1. The community or geographic marker specifying the school's location;
2. A significant landmark identifying the school's location;
3. A person or entity who has made significant contributions to the nation, the state, Shelby County, the City of Bartlett, or Bartlett schools based upon any or all of the following criteria:
 - a. Exceptional support of and service to public education or Bartlett students;
 - b. Outstanding citizenship and character;
 - c. Service to the community;
 - d. Exemplary ethical standards;
 - e. Financial donations to Bartlett public schools;
 - f. Any other relevant information.
4. Any other relevant name consistent with this policy.

The naming of school buildings requires prior approval of the Bartlett City Board of Education, and the selection of a name shall occur as follows:

1. At least sixty (60) days prior to the naming of a school, the Board shall announce its intent to name a school facility at its regularly scheduled Business Meeting and on the District website. The Board may make additional announcements as necessary. The notice shall include a public invitation to suggest a school name and the method by which the District will receive public suggestions.
2. Following the sixty (60) day suggestion period, the Superintendent shall convene and consult a representative group of stakeholders in naming the school.
3. At the first regular Business Meeting following the suggestion period, the Superintendent shall present to the Board the list of public suggestions, the stakeholder recommendation, and the Superintendent's recommendation. The Superintendent may select any name he or she deems appropriate and consistent with this policy.
4. After receiving all recommendations, the Board shall approve a school name. In taking such vote, the Board may select any name it deems appropriate and consistent with this policy.

Naming of School Facilities or Parts or Areas Thereof

A school facility or part or area thereof means any structure, facility, or component of a BCS school. Such components include, but are not limited to, athletic facilities, athletic fields, playgrounds, walls, hallways, rooms, courtyards, lawns, gardens, interior streets, or any feature of a school's real property or its improvements. All names of school facilities or parts or areas thereof shall reflect the qualities for naming a BCS school.

School facilities or parts or areas of school facilities shall be named when deemed appropriate by the principal, the Community Outreach Coordinator, and the Superintendent. The principal shall propose a name to the Community Outreach Coordinator. If the school facility, part, or

area for naming is located on grounds where a school is not located, the Director of Operations shall make such recommendation. In proposing a name, the principal or Director of Operations shall set forth the basis for his/her recommendation giving consideration to the qualities for naming a BCS school. If the suggested name is that of a place or a thing, the principal or Director of Operations shall acknowledge the significance of such name relative to the facility and any other relevant information for the Superintendent's consideration. The Community Outreach Coordinator will submit all requests to name school facilities or parts or areas thereof to the Superintendent. If the Superintendent approves the recommendation, then he or she shall present the name to the Board for decision or approval at the next regularly scheduled Business Meeting.

The Board may approve, deny, or amend any request to name a BCS school facility. As with naming a public school, the Board may select any name it deems appropriate and consistent with this policy.

Restrictions

The names of public schools, facilities, and parts and areas thereof must be consistent with the educational mission of Bartlett City Schools. Any name which is inconsistent with the District's mission or values is prohibited. The Board reserves the right in its sole discretion to change or eliminate at any time, in whole or in part, the name of any BCS school, facility, part, or area. The District retains all authority to govern the use of the school or facility being named and to make programmatic changes to such school or facility at any time.

Termination of Naming Rights

The District may change or revoke the naming of a facility at any time should it discover information about the current name that would render it ineligible under the naming requirements set forth in this policy. The Board shall remove the name of a school or facility when the name no longer accurately reflects the name of the original marker, person, or entity granted approval under this policy.

Policy 3025 – Sponsorships and Advertising NEW FIRST READING

In an effort to enhance the District's athletic, artistic, and instructional program offerings, the Board establishes a District Sponsorship Program. Through the Program, Bartlett City Schools shall offer community partners the opportunity to promote their organizations while investing in public education as a District Sponsor. The Board authorizes the Superintendent to accept all sponsorships consistent with the mission and goals of the District that conform to this policy.

District Sponsor shall mean a community partner that provides financial or in-kind contributions to support BCS programs in exchange for strategic advertising opportunities. Advertising is defined as a communication promoting or encouraging the sale or use of an item or service or a communication recognizing a person or entity for a financial or in-kind contribution. Advertising does not include communications from parent teacher organizations, governmental agencies, child care facilities, or other substantially similar organizations. Advertising also does not include the naming of a school building, facility, or any part or area thereof.

Excluding the District Sponsorship Program and exceptions named herein, all advertising is prohibited in or about District property. Permissible forms of advertising include:

1. Advertisements consistent with the District Sponsorship Program.
2. Advertisements in school or District sponsored publications.
3. Advertisements which defray the cost of BCS construction projects, functions, or activities.
4. Informational advertisements regarding post-secondary career and educational opportunities.

Advertising shall be age appropriate, consistent with the educational mission and values of the District, and shall not promote any substance or activity illegal for minors. Advertisements containing religious messages or political advertising are strictly prohibited, and advertisements shall comply with the state and District family life curriculum.

District Sponsor advertisements and related contracts must be approved by the Community Outreach Coordinator, the Superintendent, and General Counsel. All written advertising contracts shall include a termination for convenience provision and shall be reviewed and approved by General Counsel. No BCS vehicles or busses shall display advertisements unless first approved by the Board.