

MINUTES OF THE JOHNSON COUNTY BOARD OF EDUCATION, REGULAR SESSION, JANUARY 9, 2003

**Agenda**

1. Call to Order
2. Roll Call
3. Recognition of Visitors or Delegations
4. Audience Participation
5. **Consent Agenda**  
Approval of Agenda

Approval of minutes of the regular meeting of November 14, 2002, with any additions/corrections necessary (Attachments 5a)

Approve the following amendments (Attachment 5b)

- Head Start Board Amendment #2 (Executive Agreement 12/27/02)
- General Purpose Board
- General Purpose Court

Approve support of Director's participation in CEO training (Attachment 5c)

Award bids to ACI Security System for closed circuit television systems for Roan Creek Elementary at \$6,026 and Mountain City Elementary at \$4,786 for total amount of \$10,812 (Attachment 5d)

Award bid for 2 66-passenger buses and 1 48-passenger special needs bus to Emerald Specialty Vehicles for the following amounts: (Attachment 5e)

- 66-passenger per unit - \$51,690
- 48-passenger per unit - \$55,918

Approval for Director of Schools (or her designee) to sign necessary e-rate forms to obtain refunds for telephone service and Internet connectivity

Approve School to Work agreement for Health Science Education Program to place a student with school system nurses (Attachment 5f)

Approve 2<sup>nd</sup> reading of the proposed changes to the Johnson County Board of Education Policy 6.200 "Attendance" (Attachment 5g)

Approve Special Education Class size policy for 2002-2003 (Attachment 5h)

6. Update on construction projects – Shaw & Shanks Architects
7. Approval of the Student Activity Funds and USDA Procedures Audit Report for the year ending June 30, 2002 (Attachment 7)
8. Discussion of Board of Distinction requirements and TSBA Day-on-the-Hill (Attachment 8)
9. Discussion and/or suggestions for Eastridge property
10. Report on traffic/safety problems in school zones
11. Report from Student Board Member – Sally Mast
12. Any other matters which may duly come before the Board for official action

**Information Items:**

1. Personnel decisions made by the Director of Schools

Leaves of Absence

- JoAnn Main – leave from January through March
- Joan Peters – medical leave from Dec. 12<sup>th</sup> 2002 to January 13<sup>th</sup> 2003
- Jessie Laing – maternity leave (six weeks) beginning on February 26<sup>th</sup>

Hires

- Robin Hale as homebound teacher for remainder of 02-03 school year

- Ryan Arnold as substitute bus driver
- Tracy Dugger as agriculture teacher at JCHS

Transfers

- Gina Hodge from assistant at RCE to teacher at MCE (replacing Annette Greer while she is on maternity leave)
- Phillip Nave from assistant at RCE to certified sub at RCE to replace JoAnn Main while she is on leave

2. ESC Report
3. Director’s Report

The Johnson County School System does not discriminate on the basis of disability in the programs and activities which it operates pursuant to the requirements of the Americans with Disabilities Act of 1990, Public Law 101-336. If you need provisions to attend this Board of Education meeting, please notify Minnie Miller, Director of Schools, at (423) 727-2640.

**Addendum**

1. Approve amendments as follows: (Attachment #1)  
Head Start Board #3

**ACTION TAKEN ON AGENDA ITEMS**

- 1-2. The meeting was called to order by the chairman, Mr. Gambill. The roll was called with all members present: Mr. Buckles, Mr. Carlton, Mr. Gregg, Ms. Stout, Mr. Gambill, and Ms. Mast, student member. Audrey Reece, Recorder.

Mr. Gregg led in prayer and Mr. Carlton led in the Pledge to the American Flag.

- 3-4. There were no visitors or delegations to be recognized and no one in the audience who wished to address the Board.

5. Mr. Gambill asked if any member of the Board had any item on the consent agenda he/she wished to pull off for individual discussion/action. Mr. Carlton asked that item 5g – Approval of 2<sup>nd</sup> reading of the proposed changes to Board Policy 6.200 “Attendance” be pulled off for individual discussion and/or action. Mr. Gambill then asked for a motion to approve the consent agenda as recommended except for the item about the Attendance Policy. A motion was made by Mr. Buckles, seconded by Mr. Gregg, and passed by unanimous roll call vote to approve the consent agenda as recommended, with the exception of item 5g on Attendance Policy changes. This included the following amendments.

**Head Start Board Amendment #2**

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
72120210	Unemployment Compensation	\$15.00		\$4.00	\$11.00
72120413	Drugs and Medical Supplies	\$1,750.00	\$4.00		\$1,754.00
72210210	Unemployment Compensation	\$29.00		\$5.00	\$24.00
72210499	Other Supplies and Materials	\$100.00	\$5.00		\$105.00
72710204	State Retirement	\$32.00	\$15.00		\$47.00
72710210	Unemployment Compensation	\$25.00	\$4.00		\$29.00
72710729	Transportation Equipment	\$44,080.00		\$19.00	\$44,061.00
			\$28.00	\$28.00	
Board Amendment to close out end of budget year 2002.					

**General Purpose Board Amendment**

ACCOUNT		ORIGINAL			AMENDED
NUMBER	ACCOUNT DESCRIPTION	BUDGET	INCREASE	DECREASE	BUDGET
72120-499	OTHER SUPPLIES AND MATERIALS	\$3,000.00	\$1,000.00		\$4,000.00
72120-599	OTHER CHARGES	\$1,250.00		\$1,000.00	\$250.00
72410-524	INSERVICE/STAFF DEVELOPMENT	\$2,500.00	\$2,500.00		\$5,000.00
72410-701	ADMINISTRATIVE EQUIPMENT	\$12,000.00		\$2,500.00	\$9,500.00

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	<b>TOTALS</b>	\$18,750.00	\$3,500.00	\$3,500.00	\$18,750.00
MONTHLY CLEAN-UP ADJUSTMENTS					
PREPARED BY: RUSSELL ROBINSON - SCHOOL FINANCE COORDINATOR					

General Purpose Court Amendment

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
43570	Rec. from Ind. Schools		\$1,038.18		
44170	Misc. Refunds		\$9,622.29		
49800	Operating Transfers		\$1,121.88		
			<b>\$11,782.35</b>		
NOTE: The above revenue was collected and amended into revenue as indicated and into the following expenditure lines: 43570 Receipts from Individual Schools \$1,038.18 included \$145.78 for excess copy charge, \$339.09 reimbursement for substitute teacher expenses, \$55.00 repair of office doors at JCHS, \$136.46 field trip expense reimbursement, and \$398.31 reimbursement for Sam's Club purchases; 44170 <b>Misc. Refunds \$12,527.05 included \$15.00 field trip expense reimbursement, \$25.80 reimbursement on uniform rental, \$9,398.49 e-rate refund from Sprint, \$183.00 reimbursement from TSBA for Kenneth Gregg's registration to TSBA Convention; 49800 Operating Transfers \$1,121.88 reimbursement from REA Grant and Title II for stipends paid to teachers through G/P funds.</b>					
71100-116	Teachers	\$3,608,906.21	\$1,010.25		\$3,609,916.46
71100-195	Substitute Teachers	\$64,827.50	\$270.00		\$65,097.50
71100-201	Social Security	\$248,720.88	\$79.37		\$248,800.25
71100-204	State Retirement	\$136,901.25	\$23.57		\$136,924.82
71100-212	Medicare	\$58,178.06	\$29.33		\$58,207.39
71100-399	Other Cont. Services	\$21,000.00	\$92.49		\$21,092.49
71150-399	Other Cont. Services	\$1,527.15	\$33.67		\$1,560.82
71300-195	Substitute Teachers	\$7,045.00	\$45.00		\$7,090.00
71300-201	Social Security	\$40,537.79	\$2.79		\$40,540.58
71300-212	Medicare	\$9,480.66	\$0.66		\$9,481.32
72210-790	Other Equipment	\$25,125.36	\$9,398.49		\$34,523.85
72310-524	Inservice/Staff Dev.	\$6,000.00	\$183.00		\$6,183.00
72320-599	Other Charges	\$4,008.00	\$398.31		\$4,406.31
72410-399	Other Cont. Services	\$9,610.58	\$19.62		\$9,630.20
72620-335	Maint/Repair-Bldgs.	\$18,426.41	\$55.00		\$18,481.41
72710-146	Bus Drivers	\$189,929.00	\$100.00		\$190,029.00
72710-351	Rentals	\$6,116.10	\$25.80		\$6,141.90
72710-412	Diesel Fuel	\$40,250.00	\$15.00		\$40,265.00
			<b>\$11,782.35</b>		
47590	Other Fed. Thru State		21,279.00		
72130-599	Other Charges	54,233.00	21,279.00		\$75,512.00
(This brings a Safe Schools grant for the 02-03 school year into revenue and expenditure lines.)					
Prepared by: Audrey Reece, Lead Bookkeeper					

At this time, Mr. Gambill went to Item 5g – Approve 2<sup>nd</sup> reading of the proposed changes to the Johnson County Board of Education Policy 6.200 “Attendance”. Mr. Carlton said he had concerns with the 7-12 section of the policy. He said he had talked with several parents and they all felt the same – that parent notes saying a child was sick should be counted as excused. He said there are times when a child is sick but not sick enough to go to a doctor, e.g. flu, fever, etc.

After lengthy discussion, Mr. Carlton made a motion to approve the policy if it were re-written to move wording from later in the policy to the front page to further clarify the procedure concerning parent notes at grades 7-12. The motion was seconded by Ms. Stout and passed by roll call vote as follows:

- Mr. Buckles, yes
- Mr. Carlton, yes
- Mr. Gregg, no
- Ms. Stout, yes
- Mr. Gambill, yes

6. Update on construction projects

Roan Creek Elementary – Tim Shaw

- 4 issues hanging for 3-4 months

- pavement – extend warranty, provide sealer and re-strip
- lawn work is still under warranty period
- roof leaks in December – contractor has been instructed what needs to be done – slow in responding – is meeting with manufacturer – owner has the right to instruct contractor what to do and give a 7-day time frame – at the end of that 7 days can extend another 7 days – then owner can fix themselves
- HVAC controls still ongoing – getting comfortable now
- Mr. Shaw asked if the Board wanted to go ahead and write the letter to the contractor giving him 7 days – Mr. Gambill asked for a show of hands in support of this – unanimous show of hands.

#### JCMS Roof – Tom Shanks

- Water on gym floor in one corner of building caused floor to bow up – contractor has been notified and has been touch with school administration and is in the process of remedying this situation.

#### Vocational Masonry Shop – Tom Shanks

- Weather not great for laying masonry
- Proceeding at winter pace
- Walls getting a little taller

#### Shady Valley – Tom Shanks

- Bat remediation completed over Christmas break – successful
- Received fire marshal review comments – had some issues – minor in nature – will write letter and clear up a couple of issues
- Be ready to release for bids next week
- Bid opening date set for February 19<sup>th</sup> at 4:30 p.m.
- Work session on Shady Valley set for 4 p.m. on Wednesday, February 15<sup>th</sup>

7. After explanation by Russell Robinson, and brief discussion, a motion was made by Mr. Carlton, seconded by Ms. Stout, and passed by unanimous roll call vote to approve the Student Activity Funds and USDA Procedures Audit Report for the year ending June 30, 2002
8. Discussion of Board of Distinction Award and TSBA Day-on-the Hill –Ms. Miller said she had talked with Cindy Smith at TSBA and the current Board of Distinction status expires in May of 2004. The Board must qualify before that time in order to retain Board of Distinction status. She went over some of the things that are required for this status. A Board retreat was set for March 1, 2003 at Roan Creek Elementary School beginning at 8:00 a.m. with the supervisors to come at 10:00 a.m.

Day-on-the-Hill – Ms. Miller, Mr. Buckles, and Mr. Carlton indicated that they would be going – Mr. Gregg, Mr. Gambill and Ms. Stout to let Ms. Reece know if they would go so registration could be sent in and motel reservations made. Ms. Miller was asked to contact our legislators and invite them to the breakfast and to coordinate with Sullivan County on this.

9. There was a lengthy discussion of what to do with the Eastridge property. Ms. Miller said they had several options:
  - Hedge had been cut and this eliminates safety problem at MCE
  - Could sell at later date
  - Could be used for expansion of MCE or parking for MCE
  - Voices of Appalachia not interested in renewing lease
  - Has request from Dr. Clayton to lease as a place for Kellogg students working in Johnson County to live while here – a grant will be available for renovation – he wants a multi-year lease. Ms. Miller asked to pursue this and come back to the Board with particulars as to exactly what Dr. Clayton is wanting.
10. Report on traffic/safety problems in school zones – Mr. Carlton said the committee had met and had some suggestions:
  - Bond security staff at JCHS
  - Restricting street in front of MCE – long arms that close street during times students are crossing street
  - Red light with walks
  - Flashing lights re-installed

After the discussion, the consensus of the Board was that Ms. Miller and Ms. Gay Triplett work with Kevin Parsons and let city do flashing lights and bonding of the security guards.

Mr. Gambill then went to the Addendum.

1. A motion was made by Mr. Buckles, seconded by Mr. Gregg, and approved by unanimous right hand vote to approve the Head Start Board Amendment #3 as follows:

Account #	Description	Original Budget	Increase	Decrease	Amended Budget
71100116	Teachers	\$157,897.00	\$76.52		\$157,973.52
71100163	Educational Assistants	\$57,779.00		\$1,410.78	\$56,368.22
71100195	Substitute Teachers	\$5,941.00		\$46.00	\$5,895.00
71100201	Social Security	\$13,218.00		\$239.48	\$12,978.52
71100204	State Retirement	\$8,341.00		\$193.53	\$8,147.47
71100207	Medical Insurance	\$26,670.00	\$589.41		\$27,259.41
71100210	Unemployment Compensation	\$547.00		\$54.21	\$492.79
71100212	Employer Medicare	\$3,257.00		\$221.68	\$3,035.32
71100429	Instructional Supplies	\$27,652.95	\$2,378.24		\$30,031.19
71100499	Other Supplies	\$7,638.00	\$42.61		\$7,680.61
71100599	Other Charges	\$6,290.00		\$921.10	\$5,368.90
	<b>Total</b>		\$3,086.78	\$3,086.78	
72110130	Social Workers	\$20,154.00		\$804.57	\$19,349.43
72110189	Other Salaries	\$33,545.00		\$76.11	\$33,468.89
72110201	Social Security	\$2,514.00		\$11.40	\$2,502.60
72110204	State Retirement	\$2,721.00		\$26.77	\$2,694.23
72110210	Unemployment Compensation	\$159.00		\$2.55	\$156.45
72110212	Employer Medicare	\$622.00		\$36.68	\$585.32
72110355	Travel	\$3,700.00		\$113.99	\$3,586.01
72110499	Other Supplies	\$1,000.00	\$1,565.30		\$1,000.00
72110599	Other Charges	\$1,510.00		\$493.23	\$1,016.77
	<b>Total</b>		\$1,565.30	\$1,565.30	
72120131	Medical Personnel	\$5,487.00		\$88.34	\$5,398.66
72120201	Social Security	\$355.00		\$20.31	\$334.69
72120204	State Retirement	\$280.00		\$5.52	\$274.48
72120212	Employer Medicare	\$84.00		\$5.74	\$78.26
72120399	Other Contracted Services	\$1,732.00		\$5.03	\$1,726.97
72120413	Drugs and Medical Supplies	\$1,754.00		\$50.34	\$1,703.66
72120599	Other Charges	\$1,180.00	\$175.28		\$1,180.00
	<b>Total</b>		\$175.28	\$175.28	
72210105	Supervisor/Director	\$40,746.00		\$47.78	\$40,698.22
72210201	Social Security	\$2,502.00		\$17.81	\$2,484.19
72210204	State Retirement	\$1,473.00	\$1.07		\$1,474.07
72210210	Unemployment compensation	\$24.00		\$0.41	\$23.59
72210212	Employer Medicare	\$581.00		\$0.02	\$580.98
72210355	Travel	\$4,950.00	\$155.93		\$5,105.93
72210499	Other Supplies	\$105.00		\$94.86	\$10.14
72210599	Other Charges	\$4,374.00	\$3.88		\$4,377.88
	<b>Total</b>		\$160.88	\$160.88	
72620336	Maintenance & Repair Equ.	\$2,200.00	\$10.17		\$2,210.17
72620399	Other Contracted Services	\$122.00		\$2.00	\$120.00
72620499	Other Supplies and Materials	\$65,000.00		\$8.17	\$64,991.83
	<b>Total</b>		\$10.17	\$10.17	
72710146	Bus Drivers	\$5,054.00		\$106.32	\$4,947.68
72710201	Social Security	\$316.00		\$19.86	\$296.14
72710204	State Retirement	\$47.00	\$0.22		\$47.22
72710207	Medical Insurance	\$728.00		\$1.04	\$726.96
72710210	Unemployment Compensation	\$29.00	\$0.66		\$29.66
72710212	Employer Medicare	\$72.00		\$2.74	\$69.26
72710729	Transportation Equipment	\$44,061.00	\$129.08		\$44,190.08
	<b>Total</b>		\$129.96	\$129.96	

Back to agenda:

11. Report from Student Board Member – Sally Mast

- Schedule for home games as follows:  
1-10, 1-13, 1-16, 1-17, 1-31 Homecoming, and 2-7 last game

In her Director's Report, Ms. Miller mentioned the following:

- Salary Equalization meeting at Roan Creek Elementary with Jason Mumpower and Ron Ramsey – approximately 100 teachers attended – Representative Mumpower said he felt the Legislation would deal with the matter this year
- Horticulture – dual enrollment – meeting at Virginia Highlands
- REA grant – RCE – proud of early grade teachers, staff and students
- E-TOTE – COWS (Computers on Wheels) – computerizes science labs at JCHS
- Seldom a day goes by that she doesn't get a call, card, letter complimenting the school system
- Accreditation for Shady Valley and Laurel – Ms. Miller has met with staff of those 2 schools – nothing official to report tonight – have ideas – trying to work things out – is working on it – Roan Creek will begin accreditation process next month – hopefully Laurel and Shady Valley within the next month or two

Mr. Buckles – nothing to bring up

Ms. Stout – nothing to bring up

Mr. Gregg

- Thank principals and everyone else for coming to Board meetings

Mr. Carlton – nothing to bring up

Mr. Gambill

- Board needs to have meeting without Ms. Miller to discuss some things – perhaps during retreat
- Athletic Committee – needs another Board member – Mr. Gambill appointed Mr. Gregg to serve on this committee
- Thanks to everyone for being in attendance
- Complimented Mr. Carlton on the Student of the Week certificate he had made up and brought to the meeting

There being no further business, Mr. Buckles made a motion that the meeting adjourn. The meeting adjourned at 8:35 p.m.

Director of Schools	Chairman	Vice-Chairman
Member	Member	Member