

AGENDA

MURFREESBORO CITY BOARD OF EDUCATION  
SPECIAL CALLED BOARD MEETING—  
POLICY WORK SESSION  
Tuesday, June 10, 2014  
6:00 p.m., Council Chambers

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

II. BOARD POLICY REVIEW

*For Discussion:*

SS 12 – Student Fees and Fines (*Review*)

STU 14 – Student Records Annual Notification of Rights (*Review*)

STU 16 – Students Records Use of Records (*Review*)

STU 17 – Name on Pupil Records (*Review*)

III. 2013-2014 SCHOOL DEBT SERVICE FUND BUDGET AMENDMENT

IV. 2014-2015 PROPOSED SCHOOL DEBT SERVICE FUND BUDGET

V. 2014-2015 BUDGET AMENDMENT

VI. GRANT APPLICATION APPROVAL

VII. HOBGOOD ROOF REPLACEMENT APPROVAL

VIII. COMMUNITY ELIGIBILITY

IX. WAIVER OF TCAP SCORES ON STUDENT REPORT CARD

X. REVIEW OF JUNE 24, 2014 DRAFT AGENDA

XI. ADJOURNMENT

**MISSION STATEMENT**

*To assure academic and personal success for each child.*

## MURFREESBORO CITY SCHOOL BOARD POLICY

<b>Descriptor Term:</b>  <b>STUDENT FEES AND FINES</b>	<b>Descriptor No:</b>  <b>SS 12</b>	<b>Date Adopted:</b>  <b>7/10</b>
<b>Reviewed/Revision Adopted:</b>		

### 1 **I. FEES**

2  
3 School fees are defined as follows:<sup>1,4</sup>

- 4
- 5 1. Fees for activities that occur during regular school hours, including field trips. Any
- 6 portion of which fall within the school day;
- 7 2. Fees for activities and supplies required to participate in all courses offered for credit or
- 8 grade, including interscholastic athletics and marching band if taken for credit in
- 9 accordance with local board policies;
- 10 3. Fees or tuition applicable to courses taken for credit or grade during the summer by a
- 11 student; except that non-resident students regularly enrolled in another school system
- 12 may be required to pay fees or tuition for such summer courses;
- 13 4. Fees required for graduation ceremonies;
- 14 5. Fees for a copy of the student's records; and
- 15 6. Refundable security deposits collected by a school for use of school property for courses
- 16 offered for credit or grade, including interscholastic athletics and marching band if taken
- 17 for credit in accordance with local board policies.

18  
19 School fees are not:<sup>1,4</sup>

- 20
- 21 1. Fines imposed on all students for late-returned library books; parking or other traffic fine
- 22 imposed for abuse of parking privileges on school property; or reasonable charges for lost
- 23 or destroyed textbooks, library books, workbooks or any other property of the school;
- 24 2. Debts incurred pursuant to Rule 0521-01-030.03(13), Withholding of Student Grades for
- 25 Debts Owed to the School;
- 26 3. Refundable security deposits collected by a school for use of school property for
- 27 participation in extracurricular activities;
- 28 4. Costs for extracurricular activities occurring outside the regular school day including
- 29 sports, optional trips, clubs or social events; (including but not limited to interscholastic
- 30 athletics, Science Olympiad, jump rope teams, Chorus, band, and Extended School
- 31 Program fees); and
- 32 5. Non-resident tuition charged of all students attending a school system other than the one
- 33 serving their place of residence.

34

35 No fee will be charged any student as a condition of attending school,<sup>2</sup> but students shall be  
36 responsible for supplying their own normal school supplies, as set forth on the school supply list  
37 which may include but not be limited to, pencil, paper, glue, and crayons.

38  
39 School fees shall be waived for students who are eligible to receive free or reduced-price school  
40 lunches.<sup>1</sup> The application of determining eligibility for free or reduced-price lunches or a form  
41 supplied by the State Department of Education shall be used to verify student eligibility for fee  
42 waivers.

43  
44 At the beginning of the school year, each principal shall be responsible for providing to all  
45 students and their parents or guardians written notice of the required student fees and the process  
46 for fee waiver for students who receive free or reduced-price meals. The parent or guardian of  
47 an eligible student must sign the appropriate application for free or reduced-price meals and the  
48 waiver of school fees, but may pay for all or a portion of the school fees. Written notice of  
49 approval or denial of request for fee waivers shall be provided to all parents or guardians. Any  
50 denial shall contain specific grounds for denial and an opportunity for the parent or guardian to  
51 meet with appropriate school personnel.

52  
53 No later than the July meeting of the Board, the Board, upon the recommendation of the  
54 principals and Director of Schools, shall approve all known student fees for the upcoming school  
55 year. Additional fees may be approved during the year as needed.

56  
57 The Director of Schools shall be responsible for maintaining copies of all correspondence  
58 relating to this program.

59  
60 No employee may charge a student for any service rendered on the school premises. Tutoring  
61 one's own student for pay is prohibited.

62  
63 **II. FINES**

64  
65 The principal shall be responsible for notifying students of any unpaid fines prior to the end of  
66 the school year.

67  
68 Students who destroy, damage, or lose school property, including but not limited to buildings,  
69 school buses, books, equipment, computers, band instruments, and records, will be responsible  
70 for the actual cost of replacing or repairing such materials, equipment, computers, and band  
71 instruments.<sup>3</sup>

72  
73 The report card of a student who is responsible for vandalism or theft who has otherwise incurred  
74 a debt to a school may be held until the student or the student's parent/guardian has paid for the  
75 damages. Any and all efforts may be taken to collect a debt owed to MCS. After such fines are  
76 paid, the report card will be released to the parent and student.

77  
78 Failure to remit the cost of replacing or repairing such materials or to make satisfactory  
79 arrangements with the administration for payment may result in the matter being referred to the  
80 Board for final disposition.<sup>5</sup>

81  
82 Textbooks are available free to students as a loan. Parents are fully responsible for the proper  
83 care, preservation, return, or replacement of textbooks issued to the student(s). The condition of  
84 each book and book number shall be recorded by the teacher issuing it.

85

86 The life of the book is considered to be six (6) years. Charges for lost or severely damaged  
87 books will be the replacement cost of the book. For normal wear, there will be no charge.  
88

89 Fines may be assessed for overdue, damaged, or lost library books. In no event will the fine  
90 exceed the current cost of replacing the book.  
91

92 According to State Department of Education interpretation, an individual with a disability should  
93 not be denied a copy of the individual's educational record, including but not limited to grade  
94 cards, diplomas, certificates of progress, transcripts, Individual Educational Plans, progress  
95 reports and other records in the student's file, notwithstanding the fact the student might owe for  
96 a lost notebook.  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122

---

123 Legal References:

- 124
- 125 1. T.C.A. §49-2-114
- 126 2. T.C.A. §49-6-3001(a); T.O. §49-2-110(c)
- 127 3. T.C.A. §37-10-101 through T.O. §37-10-102
- 128 4. TRR/MS 0520-01-03-.03(13)
- 129 5. TRR/MS 0520-01-03-.03(14)(d)
- 130 6. Attorney General Opinion 03-027

**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>  <b>STUDENT RECORDS ANNUAL NOTIFICATION OF RIGHTS</b>	<b>Descriptor No:</b>  <b>STU 14</b>	<b>Date Adopted:</b>  <b>1/01</b>
<b><i>Reviewed/Revision Adopted:</i></b>		

1 Within the first three weeks of each school year, the school system will notify parent(s) of  
2 students and eligible students\* of each student’s privacy rights. For students enrolling after the  
3 above period, this information will be given to the student’s parent(s) or the eligible student at  
4 the time of enrollment. The notice will include the right of the student’s parent(s) or the eligible  
5 student to:

- 6
- 7 1. Inspect and review the student’s education records;
- 8 2. Seek correction of items in the record which are believed to be inaccurate, misleading, or  
9 in violation of the student’s rights, including the right to a hearing upon request;
- 10 3. File a complaint with the appropriate state or federal officials when the school system  
11 violates laws and regulations relative to student records;
- 12 4. Obtain a copy of this policy and a copy of such educational records;
- 13 5. Exercise control over other people’s access to the records except when prior written  
14 consent is given or under circumstances as provided by law or regulations or where the  
15 school system has designated certain information as “directory information.”
- 16

17 **Parent(s) of students or eligible students have two weeks after notification to advise school**  
18 **system in writing of items they designate not to be used as directory information. The**  
19 **records custodian at each school will mark the appropriate student records for which**  
20 **directory information is to be limited, and this designation will remain in effect until it is**  
21 **modified by the written direction of the student’s parent(s) or the eligible student.**

22

23 **DIRECTORY INFORMATION**

24

25 “Directory information” means information contained in the education record of a student to  
26 which the public would have access and which would not generally be considered harmful or an  
27 invasion of privacy if disclosed. It includes, but is not limited to, the student’s name, address,  
28 telephone listing, electronic mail address, photograph, date and place of birth, major field of  
29 study, dates of attendance, grade level, enrollment status, participation in officially recognized  
30 activities and sports, weight and height of members of athletic teams, degrees, honors and  
31 awards received, and the most recent educational agency or institution attended.

32

33

34

35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83

\*The student becomes an “eligible student” when he/she reaches age 18 or enrolls in a post-secondary school, at which time all of the above rights become the student’s rights.

---

Legal References:

- 34 CFR 99.4
- 24 CFR 99.7; T.C.A.10-7-504
- 34 CFR 99.3
- 34 CFR 99.5

**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>  <b>STUDENT RECORDS USE OF RECORDS</b>	<b>Descriptor No:</b>  <b>STU 16</b>	<b>Date Adopted:</b>  <b>1/01</b>
<b>Reviewed/Revision Adopted:</b>		

1 Authorized school officials will have access to and permit access to student records for  
2 legitimate educational purposes. A school official is a person employed by the school system as  
3 an administrator, supervisor, instructor, or support staff member (including health or medical  
4 staff and law enforcement unit personnel); a person serving on the School Board; a person or  
5 company with whom the school system has contracted to perform a special task (such as an  
6 attorney, auditor, medical consultant or therapist); or a parent or student serving on an official  
7 committee, such as a disciplinary or grievance committee, or assisting another school official in  
8 performing his or her tasks. A “legitimate educational interest” is the official’s need to know  
9 information in order to:

- 10
- 11 1. Perform required administrative tasks;
- 12 2. Perform a supervisory or instructional task directly related to the student’s education;  
13 and/or
- 14 3. Perform a service or benefit for the student or the student’s family such as healthcare,  
15 counseling, student job placement, or student financial aid.
- 16

17 Authorized school officials may release information from or permit access to a student’s  
18 education record without the parent(s)’ or eligible student’s\* prior written consent in the  
19 following instances:

- 20
- 21 1. To comply with a judicial order or lawfully issued subpoena. The school system will  
22 make a reasonable effort to notify the student’s parent(s) or the eligible student before  
23 making a disclosure;
- 24 2. If the disclosure is an item of directory information;
- 25 3. To comply with the requirements of child abuse reports to the extent known by the school  
26 officials including the name, address and age of the child, the name and address of the  
27 person responsible for the care of the child, and the facts requiring the report;
- 28 4. When certain federal and state officials need information in order to audit or enforce legal  
29 conditions related to federally-supported education programs in the school system;
- 30 5. When the school system has entered into a contract or written agreement for an  
31 organization to conduct scientific research on the system’s behalf to develop tests or  
32 improve instruction, provided that the studies are conducted in a manner which will not  
33 permit the personal identification of students and their parents by individuals other than  
34 representatives of the organization, and the information will be destroyed when no longer  
35 needed for the purpose for which the study was conducted.

- 36 6. To appropriate officials if the parent(s) claim the student as a dependent as defined by the  
37 Internal Revenue Code of 1954;
- 38 7. To accrediting organizations to carry out their accrediting functions;
- 39 8. When a student seeks or intends to enroll in another school district or a post-secondary  
40 school. Parent(s) of eligible students have a right to obtain copies of records transferred  
41 under this provision;
- 42 9. To financial institutions or government agencies that provide or may provide financial aid  
43 to a student in order to establish eligibility, to determine the amount of financial aid, to  
44 establish conditions for the receipt of financial aid, and to enforce financial aid  
45 agreements;
- 46 10. To make the needed disclosure in a health or safety emergency when warranted by the  
47 seriousness of the threat to the student or other persons, when the information is  
48 necessary and needed to meet the emergency, when time is an important and limiting  
49 factor, and when the persons to whom the information is to be disclosed are qualified and  
50 in a position to deal with the emergency.

51  
52 Authorized school officials may release information from a student's education record if the  
53 student's parent(s) or the eligible student gives consent for the disclosure. The written consent  
54 must include:

- 55  
56 1. A specification of the records to be released;
- 57 2. The reasons for the disclosure;
- 58 3. The person, organization, or class or persons or organizations to whom the disclosure is  
59 to be made;
- 60 4. The signature of the parent(s) or eligible student;
- 61 5. The date of the consent and, if appropriate, a date when the consent is to be terminated.  
62 The student's parent(s) or the eligible student may obtain a copy of any records disclosed  
63 under this provision.

64  
65 The school system will maintain an accurate record of all requests to disclose information from  
66 or to permit access to a student's education records. The system will maintain an accurate record  
67 of information it discloses and access it permits. The system will maintain this record as long as  
68 it maintains the student's education record.

69  
70 The record will include at least:

- 71  
72 1. The name of the person or agency that makes the requests;
- 73 2. The interest the person or agency has in the information;
- 74 3. The date the person or agency makes the requests; and
- 75 4. Whether the request is granted, and, if it is, the date access is permitted or the disclosure  
76 is made.

77  
78 

---

Legal References:

79  
80 USCA 20-1232g; T.C.A. 10-7-503; T.C.A. 10-7-504  
81 Dept. of Ed. Family Educational Rights and Privacy Act  
82 T.C.A. 37-1-403  
83 TRR/MS 0520-1-3-.09(5)(e)(7)  
84 1979 Internal Revenue Code (1954 Amendment), Sections 151 and 170  
85 TRR/MS 0520-1-3-.03(11)(e)



**MURFREESBORO CITY SCHOOL BOARD POLICY**

<b>Descriptor Term:</b>  <b>NAME ON PUPIL RECORDS</b>	<b>Descriptor No:</b>  <b>STU 17</b>	<b>Date Adopted:</b>  <b>4/79</b>
	<b><i>Reviewed/Revision Adopted:</i></b>  <b>7/01</b>	

- 1 The name used on the records of a pupil initially entering the Murfreesboro City School System
- 2 must be that shown on the birth certificate unless that name has been legally changed as
- 3 prescribed by law. If the parent insists on using a name other than that shown on the birth
- 4 certificate, both names shall be placed on the cumulative record.
- 5
- 6 The name used on the records of a pupil entering the Murfreesboro City Schools from another
- 7 school system must be the name shown on the records of that school unless the name has been
- 8 legally changed.

**MEMO TO: SCHOOL BOARD, DR. LINDA GILBERT, KELLEY BAKER**  
**FROM: GARY ANDERSON**  
**DATE: 6/10/14**  
**SUBJECT: BUDGET AMENDMENTS**

City Hall has requested that we revisit our Budgets from 2013-2014 and 2014-2015 and make some amendments to the way we are reporting expenses to coincide with the way City Hall is reporting those expenses on their accounting reports. The three amendments are explained below:

AGENDA ITEM III – 2013-2014 SCHOOL DEBT SERVICE FUND BUDGET AMENDMENT

City Hall has requested that we approve this adjustment in the School Debt Service. This is just a “paper transfer” where there will be no additional cost to the district.

AGENDA ITEM IV – 2014-2015 PROPOSED SCHOOL DEBT SERVICE FUND BUDGET

This is from City Hall’s budget document and they are requesting that we approve how it is reported in relation to Revenues, Expenditures, Loans, and Interest between City Government and the School Board. This covers items such as Energy Efficiency Loans, Technology Loan. Traditionally we have expensed these costs thru our budget in individual account codes corresponding most closely with what the money was used for. (For example: Instruction for computers and Operation of Plant for Energy Efficiency loans.) City Hall reports them differently and they would like for us to both report them the same way. (See Agenda Item V for more explanation.)

AGEND ITEM V – 2014-2015 BUDGET AMENDMENT

City Hall has requested that we create a new page in our Budget document to reflect Other Uses/Transfers (99100). This is page 33. To do this we had to make adjustments to two other pages in the Board’s approved budget. They are listed below...

**Page 14 – Regular Instruction, Line 722-706**

We previously estimated that for 2013-2014 we would spend \$400,000 on the new technology. But, City Hall has indicated that it will only be \$6,508 for the current year and that the \$400,000+ would not hit us till the next budget year. This amount is now reported on page 33, line 600 – Other Uses/Transfers.

We estimated for the budget that we would spend in the 2014-2015 fiscal year \$416,538 on the new technology. But, City Hall has advised us that it will be \$426,915. This too is reflected on the new page 33 in the budget.

**Page 26 – Operation of Plant, Line 399**

There is no change in any amounts of money in either the 2013-2014 Estimated or the 2014-2015 Budget columns. We are just moving where the Energy Efficiency Loans are being reported. Therefore, we have deducted \$197,148 from each of those columns as they are now reflected on page 33, line 590.

SCHOOL DEBT SERVICE FUND:

	Budget 2013-2014	Estimated 2013-2014	(Increase) Decrease
REVENUES			
Transfers In	\$ 3,460,221	\$ 3,495,775	\$ (35,554)
Total Revenues	<u>\$ 3,460,221</u>	<u>\$ 3,495,775</u>	<u>\$ (35,554)</u>
EXPENDITURES			
Principal	\$ 2,908,591	\$ 2,972,388	\$ (63,797)
Interest	551,630	523,387	28,243
Total Expenditures	<u>\$ 3,460,221</u>	<u>\$ 3,495,775</u>	<u>\$ (35,554)</u>

		2014 - 2015 PROPOSED BUDGET				
		SCHOOL DEBT SERVICE FUND				
ITEM			2013/2014	2013/2014	2014/2015	INCREASE
#	DESCRIPTIONS		BUDGET	ESTIMATE	BUDGET	(DECREASE)
1	REVENUES					
2	FROM CITY SCHOOLS		197,148	203,656	624,063	426,915
3	FROM CITY OF MURFREESBORO DEBT SERVICE		3,263,073	3,292,119	5,093,332	1,830,259
4	TOTAL REVENUE		3,460,221	3,495,775	5,717,395	2,257,174
		BALANCE				
ITEM		OUTSTANDING	2013/2014	2013/2014	2014/2015	INCREASE
#	DESCRIPTIONS	6/30/2014	BUDGET	ESTIMATE	BUDGET	(DECREASE)
5	EXPENDITURES					
6	BONDS TO BE RETIRED					
7	TML REFUNDING 9/30/09	4,088,168	1,034,115	1,097,869	767,442	(266,673)
8	2014 BOND 5/14/14	18,902,809			901,514	901,514
9	TOTAL BONDS TO BE RETIRED	22,990,977	1,034,115	1,097,869	1,668,956	634,841
10	LOANS / NOTES TO BE RETIRED					
11	2006 TML 6/27/06	10,055,759	1,244,815	1,244,815	1,288,478	43,663
12	TRANSF FOR STATE OF TN - SCHOOLS 2012	741,677	99,996	99,996	99,996	0
13	TRANSF FOR STATE OF TN - SCHOOLS 2013	833,886	97,152	97,152	97,152	0
14	2012 TML 10/15/12	7,423,328	432,513	432,556	459,386	26,873
15	2014 TML (VRDO) 4/14/14	5,206,725			990,426	990,426
16	TOTAL LOANS / NOTES TO BE RETIRED	24,261,375	1,874,476	1,874,519	2,935,438	1,060,962
17	INTEREST ON BONDS					
18	TML REFUNDING 9/30/09		259,302	259,302	204,408	(54,894)
19	2014 BOND 5/14/14				542,833	542,833
20			259,302	259,302	747,241	487,939
21	INTEREST ON LOANS/NOTES					
22	2006 TML 6/27/06		169,509	82,035	132,795	(36,714)
23	2012 TML 10/15/12		122,819	165,779	156,102	33,283
24	2014 TML (VRDO) 4/14/14			16,271	76,863	76,863
25			292,328	264,085	365,760	73,432
26	TOTAL EXPENDITURES		3,460,221	3,495,775	5,717,395	2,257,174

MURFREESBORO CITY SCHOOLS 2014-2015 BUDGET

71100--REGULAR INSTRUCTION							
Acct. No.	Description/Explanation	2013-14 Est. Exp.	2013-14 Budget	2014-15 Budget	Net Increase Budget Incr/(Decr)	Pct. Change from 2013-14 Budget	Pct. Change from 2013-14 Est. Exp.
116	Teachers <i>\$289,771 steps, \$71,875 degree changes and \$16,350 longevity.</i>	\$ 21,928,474	\$ 22,484,347	\$ 22,206,470	\$ (277,877)	-1.24%	1.27%
117	Career Ladder Program <i>State flow-thru</i>	123,000	175,000	123,000	(52,000)	-29.71%	0.00%
127	Career Ladder Extended Contracts <i>State flow-thru</i>	30,000	33,550	30,000	(3,550)	-10.58%	0.00%
163	Educational Assistants <i>82.66 EA's plus steps.</i>	1,968,670	1,941,006	1,777,000	(164,006)	-8.45%	-9.74%
189	Other Salaries and Wages <i>Ext. Contract support and summer school employees.</i>	30,000	55,000	30,000	(25,000)	-45.45%	0.00%
195	Substitute Teachers <i>Substitute Teachers 33.33/day avg. @ \$70 each</i>	475,000	500,000	400,000	(100,000)	-20.00%	-15.79%
201	Social Security <i>6.2% matching</i>	1,522,419	1,561,712	1,523,121	(38,591)	-2.47%	0.05%
204	State Retirement <i>9.04% for licensed and 12.17% non-licensed.</i>	2,202,299	2,255,457	2,240,269	(15,188)	-0.67%	1.72%
206	Life Insurance <i>Annual life coverage.</i>	80,000	99,510	75,000	(24,510)	-24.63%	-6.25%
207	Health/Medical Insurance <i>Current with new plan rate effective Jan 2015</i>	2,800,000	2,821,500	2,701,000	(120,500)	-4.27%	-3.54%
208	Dental Insurance <i>Current.</i>	120,500	160,000	125,000	(35,000)	-21.88%	3.73%
212	Medicare <i>1.45% matching.</i>	356,050	365,239	356,214	(9,025)	-2.47%	0.05%
299	Other Fringe Benefits <i>Health Ins. Benefit @ \$1,500.</i>	109,500	100,000	100,000	-	0.00%	-8.68%
336	Maint. and Repair - Equipment <i>TV's, ELMOS and other instructional equipment.</i>	5,000	10,000	5,000	(5,000)	-50.00%	0.00%
399	Other Contracted Services <i>Copier Lease, etc. (Software moved to 429)</i>	275,000	300,000	15,000	(285,000)	-95.00%	-94.55%
429	Inst. Supplies and Materials <i>\$18.60/pupil; \$200/chr; Art @ \$2/pupil, Software, etc.</i>	319,265	320,000	502,500	182,500	57.03%	57.39%
449	Textbooks	300,000	300,000	160,000	(140,000)	-46.67%	-46.67%
499	Other Supplies and Materials <i>\$20/student plus summer school supplies.</i>	150,000	150,000	153,500	3,500	2.33%	2.33%
599	Other Charges <i>Advanced Ed dues, printing, paper, TLC, Band, Reading Clinic, etc.</i>	80,000	80,000	80,000	-	0.00%	0.00%
722	Regular Instruction Equipment <i>Misc. Tech. Equip, Instructional Equip.</i>	208,600	175,000	50,000	(125,000)	-71.43%	-76.03%
722-706	New Technology	\$400,000	\$0	\$416,538	416,538	NA	4.13%
<b>TOTAL REG. INSTR.</b>		<b>\$ 33,483,776</b>	<b>\$ 33,887,321</b>	<b>\$ 33,069,612</b>	<b>\$ (817,709)</b>	<b>-2.41%</b>	<b>-1.24%</b>

MURFREESBORO CITY SCHOOLS 2014-2015 BUDGET

72610--SUPPORT SERVICE - OPERATION OF PLANT							
Acct. No.	Description	2013-14 Est. Exp.	2013-14 Budget	2014-15 Budget	Net Increase Budget Incr/(Decr)	Pct. Change from 2013-14 Budget	Pct. Change from 2013-14 Est. Exp.
141	Foreman <i>Grounds crew leader.</i>	\$30,015	\$32,460	\$30,515	\$ (1,945)	-5.99%	1.67%
166	Custodial Personnel <i>1 Central Office Courier</i>	361,727	368,393	26,000	(342,393)	-92.94%	-92.81%
168	Temporary Personnel <i>Grass cutters. Seasonal employees.</i>	-	-	-	-	N/A	N/A
189	Other Salaries and Wages <i>2 full-time yard workers.</i>	45,736	45,168	45,736	568	1.26%	0.00%
198	Substitute Custodians <i>Provided through janitorial service.</i>	-	-	-	-	N/A	N/A
201	Social Security <i>6.2% matching</i>	27,124	27,653	6,340	(21,313)	-77.07%	-76.63%
204	State Retirement <i>9.04% for licensed and 12.17% non-licensed.</i>	53,066	54,102	12,444	(41,658)	-77.00%	-76.55%
206	Life Insurance <i>Annual cost.</i>	1,100	1,700	300	(1,400)	-82.35%	-72.73%
207	Health/Medical Insurance <i>Current with new plan rate effective Jan 2015</i>	115,885	113,859	25,251	(88,608)	-77.82%	-78.21%
208	Dental Insurance <i>Current.</i>	3,417	3,417	804	(2,613)	-76.47%	-76.47%
212	Medicare <i>1.45% matching.</i>	6,343	6,467	1,483	(4,985)	-77.07%	-76.63%
299	Other Fringe Benefits <i>Health Insurance Benefit</i>	-	1,500	-	(1,500)	-100.00%	N/A
328	Janitorial Service <i>Janitorial services for C.O., 13 schools and 3-preschools plus sub custodians.</i>	915,000	900,000	1,308,683	408,683	45.41%	43.03%
399	Other Contracted Services <i>Pest control, equipment rentals, inspections, grass cutting, etc. and loan repayments @ \$197,148.</i>	430,650	365,000	400,000	35,000	9.59%	-7.12%
410	Custodial Supplies <i>Cleaning supplies, light bulbs, trash bags, etc.</i>	25,000	50,000	35,000	(15,000)	-30.00%	40.00%
415	Electricity	1,782,000	1,692,200	1,950,000	257,800	15.23%	9.43%
434	Natural Gas	410,000	350,000	415,000	65,000	18.57%	1.22%
454	Water and Sewer	205,000	215,000	235,000	20,000	9.30%	14.63%
501	Boiler Insurance <i>Insurance and certificates</i>	7,900	7,000	8,500	1,500	21.43%	7.59%
502	Building and Content Insurance	140,000	150,000	150,000	-	0.00%	7.14%
599	Other Charges <i>Miscellaneous supplies and contingency.</i>	5,000	15,000	10,000	(5,000)	-33.33%	100.00%
720	Plant Operation Equipment <i>Vacuums, shampoo machines, buffers, etc.</i>	20,000	20,000	20,000	-	0.00%	0.00%
<b>TOTAL PLANT OPER.</b>		<b>\$4,584,963</b>	<b>\$4,418,919</b>	<b>\$4,681,056</b>	<b>\$262,136</b>	<b>5.93%</b>	<b>2.10%</b>

**MURFREESBORO CITY SCHOOLS 2014-2015 BUDGET**

71100--REGULAR INSTRUCTION							
Acct. No.	Description/Explanation	2013-14 Est. Exp.	2013-14 Budget	2014-15 Budget	Net Increase Budget Incr/(Decr)	Pct. Change from 2013-14 Budget	Pct. Change from 2013-14 Est. Exp.
116	Teachers <i>\$289,771 steps, \$71,875 degree changes and \$16,350 longevity.</i>	\$ 21,928,474	\$ 22,484,347	\$ 22,206,470	\$ (277,877)	-1.24%	1.27%
117	Career Ladder Program <i>State flow-thru</i>	123,000	175,000	123,000	(52,000)	-29.71%	0.00%
127	Career Ladder Extended Contracts <i>State flow-thru</i>	30,000	33,550	30,000	(3,550)	-10.58%	0.00%
163	Educational Assistants <i>92.66 EA's plus steps.</i>	1,968,670	1,941,006	1,777,000	(164,006)	-8.45%	-9.74%
189	Other Salaries and Wages <i>Ext. Contract support and summer school employees.</i>	30,000	55,000	30,000	(25,000)	-45.45%	0.00%
195	Substitute Teachers <i>Substitute Teachers 33.33/day avg. @ \$70 each</i>	475,000	500,000	400,000	(100,000)	-20.00%	-15.79%
201	Social Security <i>6.2% matching</i>	1,522,419	1,561,712	1,523,121	(38,591)	-2.47%	0.05%
204	State Retirement <i>9.04% for licensed and 12.17% non-licensed.</i>	2,202,299	2,255,457	2,240,269	(15,188)	-0.67%	1.72%
206	Life Insurance <i>Annual life coverage.</i>	80,000	99,510	75,000	(24,510)	-24.63%	-6.25%
207	Health/Medical Insurance <i>Current with new plan rate effective Jan 2015</i>	2,800,000	2,821,500	2,701,000	(120,500)	-4.27%	-3.54%
208	Dental Insurance <i>Current.</i>	120,500	160,000	125,000	(35,000)	-21.88%	3.73%
212	Medicare <i>1.45% matching.</i>	356,050	365,239	356,214	(9,025)	-2.47%	0.05%
299	Other Fringe Benefits <i>Health Ins. Benefit @ \$1,500.</i>	109,500	100,000	100,000	-	0.00%	-8.68%
336	Maint. and Repair - Equipment <i>TV's, ELMOs and other instructional equipment.</i>	5,000	10,000	5,000	(5,000)	-50.00%	0.00%
399	Other Contracted Services <i>Copier Lease, etc. (Software moved to 429)</i>	275,000	300,000	15,000	(285,000)	-95.00%	-94.55%
429	Inst. Supplies and Materials <i>\$18.50/pupil; \$200/chr; Art @ \$2/pupil, Software, etc.</i>	319,265	320,000	502,500	182,500	57.03%	57.39%
449	Textbooks	300,000	300,000	160,000	(140,000)	-46.67%	-46.67%
499	Other Supplies and Materials <i>\$20/student plus summer school supplies.</i>	150,000	150,000	153,500	3,500	2.33%	2.33%
599	Other Charges <i>Advanced Ed dues, printing, paper, TLC, Band, Reading Clinic, etc.</i>	80,000	80,000	80,000	-	0.00%	0.00%
722	Regular Instruction Equipment <i>Misc. Tech. Equip, Instructional Equip.</i>	208,600	175,000	50,000	(125,000)	-71.43%	-76.03%
722-706	New Technology	\$0	\$0	\$0	-	N/A	N/A
<b>TOTAL REG. INSTR.</b>		<b>\$ 33,083,776</b>	<b>\$ 33,887,321</b>	<b>\$ 32,653,074</b>	<b>\$ (1,234,247)</b>	<b>-3.64%</b>	<b>-1.30%</b>

**MURFREESBORO CITY SCHOOLS 2014-2015 BUDGET**

72610--SUPPORT SERVICE - OPERATION OF PLANT							
Acct. No.	Description	2013-14 Est. Exp.	2013-14 Budget	2014-15 Budget	Net Increase Budget Incr/(Decr)	Pct. Change from 2013-14 Budget	Pct. Change from 2013-14 Est. Exp.
141	Foreman <i>Grounds crew leader.</i>	\$30,015	\$32,460	\$30,515	\$ (1,945)	-5.99%	1.67%
166	Custodial Personnel <i>1 Central Office Courier</i>	361,727	368,393	26,000	(342,393)	-92.94%	-92.81%
168	Temporary Personnel <i>Grass cutters. Seasonal employees.</i>	-	-	-	-	N/A	N/A
189	Other Salaries and Wages <i>2 full-time yard workers.</i>	45,736	45,168	45,736	568	1.26%	0.00%
198	Substitute Custodians <i>Provided through janitorial service.</i>	-	-	-	-	N/A	N/A
201	Social Security <i>6.2% matching</i>	27,124	27,653	6,340	(21,313)	-77.07%	-76.63%
204	State Retirement <i>9.04% for licensed and 12.17% non-licensed.</i>	53,066	54,102	12,444	(41,658)	-77.00%	-76.55%
206	Life Insurance <i>Annual cost.</i>	1,100	1,700	300	(1,400)	-82.35%	-72.73%
207	Health/Medical Insurance <i>Current with new plan rate effective Jan 2015</i>	115,885	113,859	25,251	(88,608)	-77.82%	-78.21%
208	Dental Insurance <i>Current.</i>	3,417	3,417	804	(2,613)	-76.47%	-76.47%
212	Medicare <i>1.45% matching.</i>	6,343	6,467	1,483	(4,985)	-77.07%	-76.63%
299	Other Fringe Benefits <i>Health Insurance Benefit</i>	-	1,500	-	(1,500)	-100.00%	N/A
328	Janitorial Service <i>Janitorial services for C.O., 13 schools and 3 preschools plus sub custodians.</i>	915,000	900,000	1,308,683	408,683	45.41%	43.03%
399	Other Contracted Services <i>Pest control, equipment rentals, inspections, grass cutting, etc.</i>	233,502	365,000	202,852	(162,148)	-44.42%	-13.13%
410	Custodial Supplies <i>Cleaning supplies, light bulbs, trash bags, etc.</i>	25,000	50,000	35,000	(15,000)	-30.00%	40.00%
415	Electricity	1,782,000	1,692,200	1,950,000	257,800	15.23%	9.43%
434	Natural Gas	410,000	350,000	415,000	65,000	18.57%	1.22%
454	Water and Sewer	205,000	215,000	235,000	20,000	9.30%	14.63%
501	Boiler Insurance <i>Insurance and certificates</i>	7,900	7,000	8,500	1,500	21.43%	7.59%
502	Building and Content Insurance	140,000	150,000	150,000	-	0.00%	7.14%
599	Other Charges <i>Miscellaneous supplies and contingency.</i>	5,000	15,000	10,000	(5,000)	-33.33%	100.00%
720	Plant Operation Equipment <i>Vacuums, shampoo machines, buffers, etc.</i>	20,000	20,000	20,000	-	0.00%	0.00%
<b>TOTAL PLANT OPER.</b>		<b>\$4,387,815</b>	<b>\$4,418,919</b>	<b>\$4,483,908</b>	<b>\$64,988</b>	<b>1.47%</b>	<b>2.19%</b>



**MURFREESBORO CITY SCHOOLS 2014-2015 BUDGET**

<b>99100--OTHER USES/TRANSFERS</b>							
<b>Acct. No.</b>	<b>Description</b>	<b>2013-14 Est. Exp.</b>	<b>2013-14 Budget</b>	<b>2014-15 Budget</b>	<b>Net Increase Budget Incr/(Decr)</b>	<b>Pct. Change from 2013-14 Budget</b>	<b>Pct. Change from 2013-14 Est. Exp.</b>
590	Transfers to Other Funds-Energy Loan	\$197,148	\$0	\$197,148	\$ 197,148	N/A	N/A
600	Transfers to Other Funds-Technology	\$6,508	\$0	\$426,915	\$ 426,915	N/A	N/A
<b>TOTAL OTHER USES/TRANSFERS</b>		<b>\$203,656</b>	<b>\$0</b>	<b>\$624,063</b>	<b>\$ 624,063</b>	<b>N/A</b>	<b>206.43%</b>

Johnson + Bailey Architects P.C.



May 28, 2014

Mr. Larry Willeford  
Supervisor of Maintenance  
Murfreesboro City Schools  
710 New Salem Highway  
Murfreesboro, TN. 37129

Re: Reroofing of  
Hobgood Elementary School  
Murfreesboro City Schools  
J+B No. 1406

Dear Mr. Willeford:

A Bid Opening for the referenced project was conducted at 2:00 P.M. on Tuesday, May 27, 2014. For a list of those present, refer to attached Bid Attendance Record dated 5-27-14. We have also enclosed a Bid Tabulation dated 5-27-14 tabulating the bid results.

Six (6) General Contractors obtained bidding documents, and four (4) submitted bids. Apparent low bidders are as follows:

Base Bid : Porter Roofing, total bid \$55,847  
Base Bid & Add Alt. No. 1 : Porter Roofing, total bid \$101,347  
Base Bid & Add Alt. Nos. 1 & 2 : Porter Roofing, total bid \$140,677  
Base Bid & Add Alt. Nos. 1, 2 & 3 : Professional Roof Contractors, total bid \$207,120  
Base Bid & Add Alt. Nos. 1, 2, 3 & 4 : Professional Roof Contractors, total bid \$260,110  
Base Bid & Add Alt. Nos. 1, 2, 3, 4 & 5 : Marion & Green Roofing, total bid \$307,196

Please review this data and advise how to proceed. If you have any questions concerning this matter, please do not hesitate to call.

Sincerely,

JOHNSON + BAILEY ARCHITECTS, P.C.

A handwritten signature in black ink, appearing to read 'R. Lyle Lynch'.

R. Lyle Lynch, AIA

cc: Gary Anderson (w/enclosures)  
Christopher Young (w/enclosures)

Encl: Bid Attendance Record dated 5-27-14  
Bid Tabulation Form dated 5-27-14

Reroofing of  
**HOBGOOD ELEMENTARY SCHOOL**  
**MURFREESBORO CITY SCHOOLS**

Tues, May 27, 2014, 2:00 PM  
 Johnson + Bailey Architects, P.C.  
 J+B No. 1406

BIDDERS	BB	PA	CC	DA	BASE BID	ADD ALT. NO. 1	ADD ALT. NO. 2	ADD ALT. NO. 3	ADD ALT. NO. 4	ADD ALT. NO. 5	UNIT PRICE	COMMENTS
Accurate Roofing Co., Inc. 20 Accurate Loop, Potts Camp, MS 38659 (662) 333-6300	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								NO BID
Burress Roofing Co., Inc. 2703 Grandview Avenue Nashville, TN 37211 (615) 329-0073	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	71,000	54,700	41,550	73,600	62,700	52,700	3.00	356,250 <sup>00</sup>
JWC Specialties, Inc. 4982 Highway 70 E White Bluff, TN 37187 (615) 292-8676	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								NO BID
Marion & Green Roofing Co. 6851 E. Old Murfreesboro Rd Lebanon, TN 37090 (615) 443-3244	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	59,996	46,665 106,661	38,883 145,544	63,628 209,172	55,599 264,771	42,425 307,196	3.00	357,196 <sup>00</sup>
Porter Roofing P.O. Box 469 McMinnville, TN 37111 (931) 668-2298	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	55,847	45,500 101,347	39,330 140,677	67,600 208,277	55,631 263,908	49,840 313,748	2.50	313,748
Professional Roof Contractors 111 Deery Street Shelbyville, TN 37160 (931) 580-8805	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	59,800	45,690 105,490	37,360 142,850	64,270 207,120	52,990 260,110	47,260 307,370	2.25	307,370

RECEIVED BY: RL  
 WITNESS: \_\_\_\_\_

## DRAFT AGENDA

### MURFREESBORO CITY BOARD OF EDUCATION

Tuesday, June 24, 2014

6:00 p.m.—Council Chambers, City Hall

### ORDER OF BUSINESS

#### I. CALL TO ORDER BY BOARD CHAIR

- Pledge of Allegiance
- Moment of Silence

#### II. APPROVAL OF AGENDA

#### III. COMMUNICATIONS

#### IV. CONSENT ITEMS (Tab 1)

A. Minutes of the March 21, 2014 Board Retreat, Minutes of the April 9, 2014 Budget Meeting, Minutes of the April 21, 2014 Budget Meeting, Minutes of the April 28, 2014 Budget Meeting, and Minutes of the May 13, 2014 Meeting

B. Approval of School Fees

C. Approval of Board Policies (*Second Reading*)

PER 2 – Unemployment Compensation (*Review*)

STU 1 – Emergency Closings (*Review*)

STU 2 – School Year/School Calendar (*Review*)

STU 6 – School Day (*Review*)

STU 8 – Admission of Suspended or Expelled Students (*Review*)

STU 12 – Student Accident Reports (*Proposed Revision*)

STU 15 – Student Records Inspection & Correction Procedure (*Review*)

D. City Schools Foundation Annual Report

E. PTR Year-End Report

#### V. ACTION ITEMS

A. Approval of Board Policies (*First Reading*) (Tab 2)

SS 12 – Student Fees and Fines (*Review*)

STU 14 – Students Records Annual Notification of Rights (*Review*)

STU 16 – Student Records Use of Records (*Review*)

STU 17 – Name on Pupil Records (*Review*)

B. Approval of Surety Bond for Finance Director

- C. Approval of Tenure Recommendations
- D. Fees
- VI. REPORTS/INFORMATION
  - A. Budget Review
  - B. 2014-2015 Teacher Locations List
  - C. Construction Update (Tab 3)
  - D. Personnel Update (Tab 4)
  - D. Monthly Revenue and Expenditure Report (Tab 5)
  - E. Attendance Report (Tab 6)
  - F. City Schools Foundation Annual Report
  - G. PTR Year-End Report
- VII. OTHER BUSINESS
- VIII. ADJOURNMENT

*MISSION STATEMENT*  
*To assure academic and personal success*  
*for each child.*