

MINUTES

MURFREESBORO CITY BOARD OF EDUCATION

May 24, 2011

6:30 p.m.—Council Chambers

ATTENDANCE

Board: Chair Mary Wade, Ray Butrum, Butch Campbell, Nancy Duggin, and Nancy Phillips. Absent: Susan Andrews, Dennis Rainier, and Council Liaison Ron Washington.

Staff: Director Linda Gilbert, Gary Anderson, Caresa Brooks, Karen Hawkins, Michelle Hummel, Cheryl Harris, Ralph Ringstaff, and Priscilla Van Tries.

Others: City Attorney Susan McGannon, staff attorney Adam Tucker, *Daily News Journal* Reporter Mealand Ragland-Hudgins, and others.

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

Chair Wade called the Board meeting to order at approximately 6:30 p.m. followed by a moment of silence.

II. APPROVAL OF AGENDA

On motion by Dr. Butrum and second by Mrs. Duggin, the agenda was approved as presented by acclamation.

III. COMMUNICATIONS

- Congratulations to Board member Dr. Ray Butrum who was recently appointed as Superintendent of the Bedford County School System beginning July 1.
- Congratulations and best wishes to the retiring employees honored by the Board at Doubletree by the Hilton on May 17.
- Congratulations to Chick Knitter who will be attending a NASA Coastal Observation Workshop to be held at Wallops Island, Virginia in July with all expenses covered by NASA.
- Congratulations to Discovery School sixth grade student Ben Nelson who won First Place in the Rutherford County Spelling Bee. Ben's teacher is Ms. Kristy Mall.
- The Discovery School is proud to announce the following awards in the Junior American Citizens Creative Expression Contest from Discovery School 6th graders:
~Danielle Brown, Sadie Crytz, and Liz Tank, Banner Category: 2nd place nationally (USA), 1st Southeast, 1st Tennessee

~Kiley Dibble, Stamp Category: Honorable Mention Southeast, 1st Tennessee
~Claire Newberg, Poster Category: 2nd Southeast, 1st Tennessee ~Mona Ali,
Poetry Category: 2nd Southeast, 1st Tennessee
~Benjamin Nelson, Short Story Category: 1st Tennessee

- Congratulations to Mrs. Jennifer Austin, sixth grade teacher at John Pittard, who was awarded the MTSU Phi Kappa Phi Honor Society Literacy Grant in the amount of \$2,250 for five Kindles and Math/Science Books. The MCS Foundation matched her grant and provided five more Kindles. The eReaders are the first in MCS.

IV. CONSENT ITEMS (Tab 1)

On motion by Mr. Campbell and second by Mrs. Phillips, the following consent agenda items were approved by acclamation:

- Minutes of the May 10, 2011 Special Called Meeting
- Federal Projects Application and Budget: NCLB and ARRA, IDEA Preschool and ARRA with Director of Schools Authorizations
- School Fees

V. ACTION ITEMS

- Approval of Budget Resolution for Purchase of a New Reading Series (Tab 2)

Mrs. Hawkins explained that the system has not purchased a reading series for the past ten years, and teachers do not have all necessary materials, etc. of the current adoption. The Textbook Committee recommended Pearson Scott Foresman, Reading Street, 2011 at a cost of \$759,000. The series has an intervention piece called “My Sidewalks” that is included in the price as well as an ELL intervention piece. The series is in line with state and core standards. They have correlated the state and core standards so that this information is available to teachers. The system will use this adopted reading textbook series for a period of eight years with guaranteed prices for this period of time. If the Board approves the funding and adoption of this series, it will then be presented to the State for approval. The State will come to look at the series to see if it is aligned, and when approved, materials can ordered.

Mrs. Phillips moved to approve the budget resolution to purchase the new reading series at a cost of \$759,000; Mrs. Duggin seconded the motion. The motion passed unanimously by acclamation.

- Approval of Recommendation of Reading Textbook Adoption Committee: Pearson Scott Foresman, Reading Street, 2011 — Budget Amount, \$759,000

Mrs. Phillips moved to approve the Reading Textbook Adoption Committee's recommendation to purchase Pearson Scott Foresman, Reading Street, 2011; Mr. Campbell seconded the motion. The motion passed unanimously by acclamation.

C. Approval of Board Policies (Tab 3)

1. PER 16—Procedure for Granting Tenure
2. PER 41—Non-Renewal of Non-Tenured Employees

Ms. McGannon stated that the revisions to PER 16—Procedure for Granting Tenure and PER 41—Non-Renewal of Non-Tenured Employees were to bring the policies into compliance with state law. These policies will be brought back for further review at a later date due to upcoming changes in Public Chapter #70.

Mrs. Duggin moved to approve PER 16 and PER 41 as presented; Mr. Campbell seconded the motion. The motion carried unanimously by acclamation.

D. Board Policies *First Reading* (Tab 4)

1. BO 29—School Visitors
2. BO 31—Fund Raising
3. SS 9—Child Nutrition Management
4. STU 38—Zero Tolerance Offenses
5. STU 57—Release of Students During School Hours

Ms. McGannon presented the policies as listed above for approval on first reading. Mrs. Duggin asked that in STU 57, it be noted that the person removing a student from school not only sign the visitor's book but also include the date and time of dismissal.

Mr. Campbell referred to BO 29—School Visitors stating that he does not agree with the school having the responsibility of providing the service of making a photo I.D. for those who are unable to provide one at the time the student is registered for school. Ms. McGannon replied that as she understood it, principals are concerned that they are able to, with certainty, identify the individual who comes to sign a student out of school. This service would not provide a substitute for a government form of identification but one that would assure to the school that this is the adult who registered the child for school and should be an adult who can remove the child from the school which reflects the policy choice. Mr. Campbell stated that he did not feel it should be the responsibility of school personnel to take the pictures. Ms. McGannon stated that it was deemed important by the principals that children not be released to an individual whose identity was not known and that the way to confirm the identity of an individual who could not provide a driver's license/photo I.D. was to provide this service. She did not feel that there would be many individuals who would not have a form of photo I.D. to require this service. If it proves to be burdensome, the staff can come back and request a change.

Mrs. Duggin agreed that she believed it would be a small number, and a report from the schools would be beneficial.

Dr. Butrum asked if we can require a photo I.D.; Ms. McGannon stated that the next line clarifies that a picture taken at the time of registration would suffice as the policy does not require an official I.D. Dr. Gilbert stated that principals feel strongly that a photo I.D. be requested. Mr. Campbell stated he is concerned that the person registering the child may not be the parent. Ms. McGannon stated that the Director could provide, through an administrative directive, the procedure to address this concern.

Mrs. Phillips stated that she does not support SS 9—Child Nutrition Management in that it requires teachers to collect lunch money each day. Mr. Anderson stated that teachers have been collecting lunch money, but the change is that they are being asked to collect the money daily in the classroom so that the students don't lose it. Mrs. Phillips stated that she feels this takes time that should be devoted to instruction. She does not feel this is the best answer to collecting lunch money.

Mrs. Duggin clarified that the policies are being approved on first reading but will be brought back to the next policy review session for additional discussion and further recommendations for revisions.

Dr. Butrum moved to approve the policies as presented on first reading; Mrs. Duggin seconded the motion. By Voice Vote: Yes—Butrum, Campbell, Duggin, Wade; No—Phillips. The motion carried.

VI. REPORTS/INFORMATION

A. The Discovery School at Reeves-Rogers—Report by Visiting Teacher Ms. Hui Li

Discovery School teacher Mrs. Cindy Jones introduced the school's visiting teacher from China, Ms. Hui Li. Ms. Li thanked all who have welcomed her to our country, town, and school system, Dr. Gilbert, Mrs. Jones, Mrs. Susan Lyons, Mrs. Sharon McBeth, Mrs. Cheryl Harris, Principal Linda Clark, colleagues, and students. She provided the Board a PowerPoint portraying the different activities and groups of children that she has worked with including her Chinese Club. Ms. Lu stated that she will miss her students very much. Dr. Gilbert thanked Mrs. Jones for her efforts to obtain the grant to bring a visiting teacher to our school system, noting that we will have another next school year.

B. Personnel Update (Tab 5)

Dr. Gilbert pointed out the information provided behind Tab 5:

1. Retirements, Resignations, Leaves of Absence, Interim Teachers
Hired—Licensed Personnel
2. Classified Personnel Hired, Classified Retirements
3. Tentative Assignment Lists

In response to Mr. Campbell's questions, Mr. Ringstaff stated that the system has lost approximately 18-20 classified employees. Employees are evaluated, although he is not certain all were evaluated this year, and exit interviews are provided to employees leaving the system. Dr. Butrum asked that the Board be provided a report on reasons the employees are leaving. In response to Dr. Butrum's question, Mr. Ringstaff stated that the exit interview is being provided electronically to those with system email addresses and in paper form to those who do not. In response to Mr. Campbell, Mr. Ringstaff stated that positions of people who have left central office will either be reorganized or be refilled.

C. 2011-2012 Board Meeting Dates (Tab 6)

Mrs. Wade explained that the 2011-2012 schedule of Board meetings provided to the Board mimics that which the Board followed this school year. If a Board member cannot attend, it can be determined if a quorum would be present. Mrs. Phillips stated that she prefers that the special policy review meetings not be reflected on the schedule for the entire year. She would prefer to see a three-month schedule, with meetings added as needed, in the event policy review is completed without committing the Board for an entire year. Ms. McGannon stated that the Board is required to certify that the policies are reviewed each year, but the manner in which this takes place can vary. Dr. Butrum stated that the special policy review meetings have been very beneficial. Mrs. Duggin stated that we are in the second year of the required two-year review of board policies. Ms. McGannon stated that the law may have changed allowing two years to review all policies, but certification to the State that the policies are being reviewed is required annually.

Mrs. Phillips asked that minutes of previous meetings be reviewed to see how board policy review special meetings were originally established. She asked Mrs. Wade to place the 2011-12 schedule of Board meetings on the policy review agenda so that this can be clarified. Mr. Campbell commented that he would prefer to see the dates for special meetings on the schedule to help assure that no one schedules activities/events that would create a conflict for needed special meetings. Mrs. Wade asked that the Board review policies prior to these meetings and send recommended revisions/questions to the administration.

Dr. Butrum moved to approve the 2011-12 schedule of meetings as presented; Mr. Campbell seconded the motion. Mrs. Wade stated that this can still be addressed at the next special meeting. By Voice Vote: Yes—Butrum, Campbell, Duggin, Wade; No—Phillips.

D. Monthly Revenue and Expenditure Report (Tab 7)

Mr. Anderson reported that the system is doing well on the revenue side. The system has completed 83.3% of the fiscal year and are at 88.7% of revenue. Sales tax revenue has leveled off so there is an expectation that additional revenue may be received at the end

of the year. Expenditures are at 81.4%. A few items are over at 83%, but this has to do with purchasing of items that will be adjusted out at the end of the fiscal year and reclassifications in the budget. Mr. Campbell asked about personnel services. Mr. Anderson explained that an employee transferred to a position that does not earn vacation days so was paid for accrued vacation days, and another employee was paid through a budget code that needs to be corrected. RDA required updating. The section regarding community service/other support did not originally have a person budgeted at Franklin Heights so this was added, but the system has received grant money for that position. In response to Mrs. Duggin's question, Mr. Anderson stated that the Governor's suggested raise is still reflected thus far in the BEP estimated number. He will share information about the budget with teachers after the Council's final approval of the Budget.

E. Attendance Report (Tab 8)

The system's enrollment is 6,887 students which is within three students of the budgeted enrollment. Pupil:teacher ratios are 1:18.48 for K-3 and 19.6 for grades 4-6. Attendance is very good at 96.70%. Preschool special education enrollment has increased, and these students will be entering our schools.

VII. OTHER BUSINESS

None.

VIII. ADJOURNMENT

There being no further business, Chair Wade adjourned the Board meeting at approximately 7:45 p.m.

Director of Schools

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