

MINUTES

MURFREESBORO CITY BOARD OF EDUCATION
SPECIAL CALLED BOARD MEETING--
POLICY WORK SESSION
Tuesday, November 13, 2012
6:00 p.m.—Central Administration Building

ATTENDANCE

Board: Vice Chair Butch Campbell, Jared Barrett, Nancy Phillips, Nancy Rainier, and Collier Smith. Absent: Andy Brown, Mary Wade, and Council Liaison Ron Washington.

Staff: Director Linda Gilbert, Gary Anderson, Sheri Arnette, Caresa Brooks, Kim Frank, Karen Hawkins, Patty Kennedy, Greg Lyles, Kristina Maddux, and Lisa Trail.

Others: Staff Attorney Kelley Baker, *Daily News Journal* Reporter Mealand Ragland-Hudgins and others.

I. CALL TO ORDER BY BOARD CHAIR

Vice Chair Campbell called the meeting to order at approximately 6:00 p.m.

II. PROPOSED 2011-12 AND 2012-13 EVALUATION INSTRUMENTS FOR DIRECTOR OF SCHOOLS—DR. TAMMY GRISSOM

Dr. Tammy Grissom provided the Board with evaluation instruments for this past year, 2011-12 and for the current year, 2012-13. She also provided an evaluation timeline. She explained that central office senior management and building principals would complete Appendix A. Board members would complete Appendix B and Appendix C. She explained that Dr. Gilbert would provide the Board an Executive Summary of the district's accomplishments/data information. Mrs. Phillips asked if a staff member should provide the data information/report for the Board. Dr. Grissom stated that Dr. Gilbert is the Board's only employee, and therefore would be the one to report this information to the Board. Dr. Gilbert noted that Mrs. Hawkins will be sharing information that evening on the district's Report Card, AMOs, etc. Dr. Grissom suggested that if the Board has questions regarding this information, they should contact Dr. Gilbert. Mrs. Phillips suggested that Dr. Grissom schedule a meeting, face-to-face, with Board members. Mr. Barrett suggested that this be a personal option. Dr. Grissom stated that she will schedule a meeting with Mrs. Phillips; other Board members will call Dr. Grissom. Mrs. Phillips also suggested that a page be added for comments that could be included in the evaluation. Mrs. Baker clarified that written comments would be open to the public. Dr. Grissom stated that she will add a page for written comments; however, if Board members prefer, they can share their comments with her by phone.

Following discussion, the Board agreed to revise the timeline in that Friday, December 14, is the deadline for Board members and administrators to return completed evaluation forms to Dr. Grissom. Dr. Grissom pointed out that Mrs. Wade added number six on page 4 of the 2013-14 evaluation instrument under "Vision." Mrs. Phillips asked that number five under Vision on both instruments read: *Inspires others to clearly articulate and achieve the vision of the school system.*

Dr. Grissom stated that the 2011-12 evaluation instrument will achieve the evaluation of last year; completion of the 2012-13 evaluation will be used to evaluate Dr. Gilbert in the current year. By summer 2013, the Board should adopt the evaluation instrument that will be used next year, to stay on track. She noted that some revisions may be needed to the timeline regarding when scores will come in for the current year. The Board and Director have a good evaluation document, and Part C can always be updated.

Mrs. Rainier moved to approve the Director of Schools Evaluation Timeline with the December 14 deadline revision; Mr. Barrett seconded the motion. The motion carried by acclamation. Mrs. Phillips moved to approve the 2011-12 evaluation instrument with revisions; Mrs. Smith seconded the motion. The motion carried by acclamation. Mr. Barrett moved to approve the 2012-13 evaluation instrument with revisions; Mrs. Rainier seconded the motion. The motion carried by acclamation.

III. GYMNASIUM REROOFING AT MITCHELL-NEILSON ELEMENTARY

Mr. Anderson explained that as indicated in the attached document, the existing roof deck will not support the non-structural overbuild system. Mrs. Rainier asked if the district could get bids on a system that would work. Mr. Anderson explained that the purchase of a system that would do so would greatly exceed the budget, and Charlie Johnson did not recommend that the district go that route. He outlined in the letter the best system available within budget. Mr. Barrett moved that the district follow the recommendation of Charlie Johnson as listed; Mrs. Phillips seconded the motion. Four Board members (Barrett, Campbell, Phillips, Smith) responded in the affirmative with one Board member (Rainier) voting nay. The motion carried.

IV. REPORT CARD UPDATE

Mrs. Hawkins referenced the Report Card notebooks provided the Board and asked that they also access the district's report on the State's website. She pointed out to the Board that they can go deeper by clicking on additional information. The ELL population has increased which in turn has increased teacher loads. She noted that in reviewing the scores, the Board can see the benefit from the extra teachers they approved for the district to hire last year. She stated that with the NCLB waiver, the district is looking at different

indicators for success. The district met all targets for achievement standards. She discussed the progress with Subgroups. Mrs. Smith asked for clarification on students that took the MAAS. In response to Mrs. Smith's question, Mrs. Hawkins explained that initially the No Child Left Behind law required all students with disabilities had to take TCAP. There have been changes that make the requirements more attainable. One percent of the district's students can take an alternative assessment (Portfolio) where they are evaluated on the skills they are working on. There are students who can also take modified tests. As a result of a miscommunication from the State Department of Education, the district had too many take the MAAS; therefore, the scores of 84 students were not counted in our scores. Although the system did not meet all closures on accountability, the district had strong growth in subgroups. Mrs. Hawkins stated that the district looks at every child and every skill. She is most proud that the scores show that students are moving forward. The district improved in achievement on all subgroups except students with disabilities, as indicated above. In academic achievement, the district moved from a B in math to an A, maintained a B in reading/language arts, moved from a B to an A in social studies, and maintained a B in science. Mrs. Hawkins pointed out that progress was made in the midst of two new textbook adoptions, and teachers have obviously been working very hard to not leave a child behind. On value added, the district moved from a B in Math to an A, maintained a B in reading, and went from a B to an A in Social Studies, and maintained a D in science. She stated that the focus has been on reading, but they are aware that there is work to be done in science, and the district will. She pointed out that in math the district will show more growth when the year indicated on the "red line" on the value-added chart drops off. She asked that as the Board review the data provided, call her if they have questions.

V. BOARD POLICY REVIEW

Mrs. Baker asked if there are any further revisions on any of the following policies. There were no additional recommended revisions. The policies will be brought back to the Board for approval on second reading.

For Further Discussion: (Passed on First Reading)

BO 45—Social Media Use and Internet Posting (*New Policy*)

BO 20—Director's Evaluation (*Revision*)

BO 46—Charter Schools (*New Policy*)

PER 17—Evaluation of Staff (*Revision*)

STU 60--School Attendance Zones (*New Policy*)

For Further Discussion:

PER 46—Employee Use of Social Electronic Media (*New Policy*)

Mrs. Baker explained that BO 45 is the policy that deals with how employees use social media for district purposes.

PER 46 is the policy that cautions employees on their use of social media. Its purpose is to protect the employee. Pursuant to the policy employees will be held to the same professional standards in their public use of electronic media as they are for any other public conduct. If an employee's use of electronic media interferes with the employee's ability to effectively perform their job duties, the employee is subject to disciplinary action. If an employee wishes to use a social network site or similar media for personal purposes, the employee is responsible for the content on the employee's page, including content added by the employee, the employee's friends, or members of the public who can access the employee's page, and for Web links on the employee's page. The employee is also responsible for maintaining privacy settings appropriate to the content.

Mr. Campbell stated that he is concerned about exception in line 49 for an employee that has a social or family relationship with a student's parents. Mr. Campbell was concerned that social relationships can change and the employee should still be cautious when communicating with any student's parent regardless of the social relationship between the teacher and parent. Mrs. Baker stated that an employee still has to follow the mandate of BO 45, and the communications are still FERPA protected.

Mrs. Smith stated that students and teachers are using email for homework assignments, etc. They are being taught the proper way to email. She suggested that the policy include: *With written permission from the Director of Schools/Designee and parent/guardian, a faculty member may communicate via electronic media with students. In an emergency situation where permission had not been previously granted the school principal must be included in the communication.* She noted that some fourth, fifth and sixth grade students have district laptops.

Mrs. Rainier stated that she believes this would be problematic. She heard the REA president state that he would not communicate with students via electronic media. Students have access to the class webpage. Mrs. Phillips asked that on line 47, electronic media be changed to e-mail.

Dr. Gilbert stated that she had not been aware that students and teachers were communicating via email. It is her job to protect students and teachers. She would prefer to use drop boxes for student assignments, etc. If the district were to use email, she would prefer to require principals be copied and that only a City Schools email account be used. Mr. Campbell stated that with teacher web pages, students have access to homework, etc. Mrs. Baker stated that if social media is used for teachers to communicate directly with a student rather than a parent, the District should get parental

consent, copy the parent on any emails, and be cognizant of FERPA protected information. Mrs. Hawkins stated that there are email systems that are closed to the classroom (Gaggle). The communications would be kept on the district's network, with a specific email account, etc. The system has filters and alerts if for example student-to-student emails had some bullying language.

Mr. Campbell stated that he has seen repercussions from districts allowing teachers to communicate with students via social media. Dr. Gilbert stated that Mrs. Hawkins will look to see what is out there. Dr. Gilbert stated that principals do see the need for consistency across the district. Mr. Campbell stated that he feels more discussion is needed. Mr. Barrett moved to table PER 46 until the January policy meeting; Mrs. Phillips seconded the motion. The motion carried by acclamation.

For Discussion:

BO 5—School Board Meetings (*Revision*)

Mrs. Baker stated that BO 5 allows a Board member under certain stipulations to participate in a board meeting by electronic means. Mrs. Baker reviewed the stipulations. Mr. Barrett asked that under "Family Emergency," item 1, "grandparent" be added. The policy will be brought to the Board for approval on first reading.

STU 35—Tobacco-Free Schools (*Revision*)

Mrs. Baker stated that the revision to STU 35 prohibits smoking within 50 feet of a designated bus stop. The policy will be brought to the Board for approval on first reading. In response to Mrs. Smith, Mr. Anderson stated that signage has been ordered for campuses. The policy will be brought to the Board for approval on first reading.

STU 44—Care of School Property (*Revision*)

Mrs. Baker stated that the revision to STU 44 is to assure that the Maintenance Department is made aware of any damages or losses so they can determine their involvement with the incident. She also clarified that the district can withhold grades, diploma/ transcript of the student responsible for vandalism or theft or other debt owed the school district. The policy will be brought to the Board for approval on first reading.

VI. REVIEW OF NOVEMBER 27, 2012 DRAFT AGENDA

Dr. Gilbert stated that she will be taking proposed calendars to the principals for input prior to the Board meeting. One calendar includes a day for parent/teacher conferences. She will also get input from MEA President Ty Batts.

Board Meeting Minutes

Page 6

November 13, 2012

Mrs. Phillips complimented Mr. Barrett on his recent letter to the editor of the *Daily News Journal*.

VII. ADJOURNMENT

There being no further business, Mr. Campbell adjourned the meeting at approximately 8:30 p.m.

Director of Schools

MISSION STATEMENT

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