

MINUTES

MURFREESBORO CITY BOARD OF EDUCATION
SPECIAL CALLED BOARD MEETING--
POLICY WORK SESSION
Tuesday, April 9, 2013
6:00 p.m.—Central Administration Building

ATTENDANCE

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

Staff: Director Linda Gilbert, Gary Anderson, Sheri Arnette, Dan Boshers, Caresa Brooks, Kim Frank, Karen Hawkins, Ava Jordan, Patty Kennedy, Greg Lyles, Kristina Maddux, Beth Prater, Ralph Ringstaff, and Lisa Trail.

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

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

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

II. FY'14 BUDGET REVIEW

Dr. Gilbert reviewed changes to the budget driven by several state issues: student performance and overall accountability of personnel, Common Core implementation, changes in the frequency and design of state-required tests/reports, and preparation for the PARCC assessment. She noted pupil:teacher ratios were maintained: K-3 at 20:1 and grades 4-6 at 22.5:1.

The proposed addition or adjustment of positions were to add an Assessment Analyst/Math Coordinator, Gifted Coordinator (position moved to full-time), Testing Coordinator, principal and secretary/bookkeeper mid-year in preparation of opening the new school, 1.5 ESL teachers, 1 art teacher, .33 band teacher, 1.5 physical education teachers, 3 resource teachers, 6 additional EA/equivalent positions, 2 painters; DARE funding is now provided by the City, Behavior Specialist moved to guidance, Federal Project Accountant moved from Title to General Purpose.

Dr. Gilbert pointed out the needed technology and staff training as well as the impact to the budget listed under “Other Numbers”.

Mrs. Phillips voiced a concern that the person placed in the position of Testing Coordinator has been out of the classroom for several years. She also noted that the position of AP/Gifted Coordinator was advertised as an AP position only but had the position been advertised in that manner, it would have provided an opportunity for more applicants.

Dr. Gilbert explained that the person who has been placed in the Testing Coordinator’s position is certified and familiar with the testing process. Dr. Brooks explained that the district’s psychologists’ workload has increased a great deal (311 initial references this year). The district must respond to a request for testing within 40 days. Psychologists are also involved in IEP meetings, data meetings, providing increased testing that only they are certified to administer, etc. The Testing Coordinator will be able to administer the Woodcock test providing a great deal of relief to the psychologists. In addition, Kristina Maddux has been unable to provide the classroom support her position was intended to provide as she has assumed a great deal of responsibility with TCAP, CRA, and the increased number of assessments now required by the State. The Testing Coordinator will allow Ms. Maddux to return to her duties in providing support to teachers.

Dr. Gilbert explained that Shavon Davis-Louis resigned as AP at MNE/P. She moved Terrance Haynes to that position. When looking at applicants for the AP position, she noted that Lea Bartch had gifted certification. With the district contracting with Jane Franks to provide support at John Pittard and with Laurie Offutt assuming the full-time AP position at JPE, she saw the benefit to the district of assigning Lea Bartch as a part-time AP at Discovery School and providing district-wide support to teachers to assist all with the needs of their gifted students. Mrs. Kennedy had pointed out to her that the district needed a Gifted Coordinator to be in compliance with state mandates. By splitting the position, Dr. Gilbert explained that she provided Discovery with an AP with gifted certification and was now in compliance in providing district-wide gifted assistance. It was noted that with the increased accountability and responsibility associated with testing, the district prefers not to assign educational assistants to administer tests. In response to discussion regarding Race to the Top funding, Dr. Gilbert stated that the district is looking at grant money as well as other avenues to maintain the two positions funded by RTTT. In response to Mrs. Smith, Mr. Anderson stated that the e-rate money will help the district provide some needed technology such as district-wide VOIP, new intercom systems in the schools, switches, etc.

Mr. Anderson reviewed the budget document highlights for 2013-14 noting that the budget is based on a projected enrollment of 7,404 students, or an increase of 219 students. The proposed budget will use \$2,255,952 of Fund Balance to balance the budget. The budget includes step increases for employees who qualify but does not include an across-the-board raise for all employees. The proposed budget reflects an increase in revenue of 2.87% over last year, and a 6.29% increase in expenditures. The ESP budget does not reflect a tuition increase and will continue to be self-sufficient. The School Nutrition budget does not include a breakfast or lunch price increase, continues the Universal Free Breakfast and adds the Breakfast in the Classroom program. The program continues to be self-sufficient.

Mr. Anderson reviewed page 4, Revenues and Expenditures, noting that he gathered information from the State, County, and City to provide the projected figures. The proposed 2013-14 budget totals \$58,277,567 or an increase of 7.03%. Mrs. Phillips noted that previous board member David Hopper had stated that budget increases should be limited to 5% if at all possible.

Dr. Gilbert explained that the state has increased required professional development which in turn has increased the district's proposed expenditures for substitute teachers (page 14, line item 195). Mrs. Hawkins explained that the expenditure for the Rosetta Stone language program is to help our ELL students learn English, especially for our fourth and fifth grade students who have one year before taking TCAP. She also explained that the keyboarding program not only teaches keyboarding but is designed to also strengthen language skills. The program will be integrated at the second grade level, which is beneficial to students as they enter third and will be required to take testing on computers.

Mr. Anderson reviewed the budget through page 24. The following are comments relative to noted pages:

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- The district has four students who receive contracted services at Genesis Learning Centers.
- Additional resource teachers will be assigned based on need; currently, contact hours have increased placing the workload of resource teachers at a level that would require hiring additional staff.
- Required testing has increased which results in the purchase of more testing materials, which can be quite expensive. Psychologists had shared testing kits which potentially could delay testing and was not the best practice. Psychologists now have their own individual testing kits.
- In preparing budgets, trends are taken into consideration.

- Dental insurance—The district pays the cost for individual coverage; if an employee chooses family coverage, the employee pays the difference.

Page 16—Mr. Anderson explained that the cost for Skyward is broken down by departments. The district pays \$88,000 annually for technical support.

Page 17—Mr. Anderson explained that the district is required to have an RN to oversee LPNs; the district employs two RNs so that if one is absent, we still have the required supervision. The district provides a nurse for every school.

Page 18—Mr. Anderson explained that cell phones are provided for employees who are in the field and would need immediate or emergency contact, such as social workers who do home visits, etc. DARE officers are now funded by the City allowing us to use the district's funds to address safety, security doors, etc.

Page 19—Mr. Anderson reviewed the line items that address the salaries of certified personnel noting that some salaries are divided, which is required due to the nature of the services being provided. An example would be Ms. Farris who is paid through federal and general purpose funds due to the fact that she is responsible for RTTT and Title federal programs as well as parent complaints and truancy which is funded through general purpose. Mrs. Phillips asked that the certified positions be identified and that a person's total salary be indicated; in essence, she would like an update of administrative positions, titles, and salaries and from what line item/category they are funded.

Page 20—Mr. Anderson noted line 189 and the percentages placed on certain salaries, as explained above.

Page 21—Mr. Anderson noted that workers' compensation dropped. Mrs. Rainier stated that as the Board has asked for an increase in compensation, she would hope the Board will be able to provide employees with a raise.

Page 22—No questions.

Page 23—Mr. Anderson referred the Board to the section titled "Salary Schedules", explaining that the process to arrive at a principal's salary was changed and put in place last year to be more equitable.

Page 24—The district must follow a mandated state procedure for where funding/positions are placed in various categories.

Chair Wade asked for a continuance of the meeting, and the Board agreed to meet at 11 a.m. on Tuesday, April 16, at the central office.

III. BOARD POLICY REVIEW

For Discussion:

STU 59—Physical Management of Aggressive Behavior (*New Policy*)

(Will be provided prior to meeting.)

BO 47—Naming a School (*New Policy*)

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- IV. DISCUSSION OF TELEVISIONING SPECIAL CALLED/POLICY WORK SESSIONS
- V. REVIEW OF APRIL 23, 2013 DRAFT AGENDA
- VI. ADJOURNMENT

Director of Schools

MISSION STATEMENT

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