

MINUTES
MURFREESBORO CITY BOARD OF EDUCATION
Tuesday, August 27, 2013
6:00 p.m.—Council Chambers

ATTENDANCE

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

Staff: Director Linda Gilbert, Gary Anderson, Kim Frank, Karen Hawkins, Greg Lyles, Joe Marlin, and Ralph Ringstaff.

Others: Staff Attorney Kelley Baker, Sandy Scheele, Principals, Teachers, and Others.

ORDER OF BUSINESS

I. CALL TO ORDER BY BOARD CHAIR

Chair Wade called the meeting to order at approximately 6 p.m. Discovery School students Carolyn Dykes, Marilyn McCarthy, and Molly Speight led the Board and audience in the Pledge of Allegiance followed by a moment of silence.

II. APPROVAL OF AGENDA

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

III. COMMUNICATIONS

- Stoney Crockett, Robertson County Board member and TSBA Mid-Cumberland District Director, presented a plaque to the MCS Board in recognition of having met the standards required to be named a “Board of Distinction.”
- Update on the District’s Partnership with the Dongcheng Education Corporation of Hangzhou Normal University. Discovery teachers Teresa McCarthy and Angela Bunyi shared the experiences of the Murfreesboro educators and students with visiting administrators and students participating in this partnership. Mrs. Smith added that the trip to China last year was a very positive experience for our students. Mrs. McCarthy shared that in a school they visited in China, the classrooms were set up for each content area. Our visitors were very interested in how the district participates in collaborations/PLCs.
- Recognition of the district’s Reward Schools: The Discovery School at Reeves-Rogers and Erma Siegel Elementary. Erma Siegel principal Emily Spencer and Discovery Assistant Principal Kristina Maddux stated that this

honor is due to the hard work of their teachers, who are collaborators and committed to providing the best instruction possible for their students.

- Update on Opening of School Year. Principals Kim Fowler and Roseann Barton stated that the change in bell times and addition of breakfast in the classroom have been an important part of a very smooth opening of school this year. Principal Don Bartch agreed, and stated that teachers have worked very hard to help students with these transitions. It appears that the change in bell times and breakfast in the classroom have also affected a decrease in tardies. Dr. Brown thanked the administrators for their positive attitudes and Gary Anderson for his ideas that led to change.
- Congratulations to Jess Grayum, District School Psychologist, who has been selected as an RTI Consultant for the Upper Cumberland region by the Tennessee Department of Education, Division of Special Populations.
- Mitchell-Neilson Schools would like to thank: Kroger on Old Fort Parkway for their donation of 100 boxes of school supplies, Screen Art for their support of the MN Summer ESP program, Third Baptist Church for hosting their "back to school" faculty and staff lunch, Mark and Martha Johnson for their donation, and Ben and Karen Phillips and Dr. and Mrs. Kyle Joiner for their donations to ESP at MNE/P.
- The MCS Outreach Department would like to thank the following community partners for their support of our efforts in addressing the back to school needs of our students: Lillian Branson Sunday School Class- First United Methodist Church, North Boulevard Church of Christ, St. Paul's Episcopal Church, New Vision Baptist Church, Tennessee Career Center, Dempsey, Vantrease & Follis.
- Dr. Gilbert thanked City Council for their commitment in funding the Technology Plan.

IV. CONSENT ITEMS (Tab 1)

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

- Minutes of the June 25, 2013 Board Meeting, August 13, 2013 Special Called Board Meeting/Policy Work Session, and August 16-17, 2013 Board Retreat
- Designation of Coordinator of School Health as the individual who is responsible for coordination of all training/communications on HIV/AIDS and OSHA's Bloodborne Pathogens Standard
- The Pre-K Advisory Board
- The ESP Advisory Board

E. School Fees

V. ACTION ITEMS

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

FM 14—Energy Management and Conservation (*Revision*)

Mr. Anderson explained that due to the fact that some districts were over zealous regarding energy savings, FM 14 was revised to include the statement “Maintenance of the learning environment shall always take precedence over energy conservation measures,” as well as referencing the American Society of Heating Refrigeration Air Conditioning Engineers (ASHRAE) standards as indicated on lines 22-27. On motion by Dr. Brown and second by Mr. Barrett, FM 14 was approved as presented on first reading by acclamation.

IS 17—Relations with Education Research and Service Centers
(*Revision*)

Mrs. Baker pointed out that two revisions were made to IS 17: #6. *The value of the project for individual schools should be considered, and* #8. *The research project shall comply with the relevant provisions of the Family Educational Rights and Privacy Act, including but not limited to 34 CFR §99.31(a)(6).* On motion by Mrs. Rainier and second by Mr. Barrett, IS 17 was approved as presented on first reading by acclamation.

STU 25—Suspension/Expulsion/Remand (*Revision*)

Mrs. Baker explained that STU 25 was revised to include “school bus driver or other school personnel” regarding assaults. Dr. Brown asked that IDEA on line 92 be spelled out, as all acronyms should be when first introduced. On motion by Dr. Brown and second by Mr. Barrett, STU 25 was approved, with the revision to spell IDEA out, on first reading by acclamation.

BO 48—Section 504 Complaint/Grievance Procedures (*New*)

Mrs. Baker explained that Section 504 is the education version of the American with Disabilities Act (ADA) and is mandated by the Federal government and has been decreed for the whole state to adopt. Governmental entities receiving Federal funding must comply with 504 and provide reasonable accommodations for those with disabilities. On motion by Mrs. Phillips and second by Dr. Brown, BO 48 was approved on first reading by acclamation.

IS 22— Adopt-A-School Program (*Delete*)

Mrs. Baker stated that the way schools receive community support has changed, and the district has adopted a Community Involvement policy. On motion by Mrs. Smith and second by Mr. Barrett, the Board approved deleting IS 22— Adopt-A-School Program.

B. Approval of Position Titled “Coordinator of Nutrition Education and Training” for the Child Nutrition Program (Tab 3)

Mr. Anderson explained that this position will enhance the existing food service program as well as expanding the program into ESP through a Junior Chef Program. The food service budget is self-sustaining and does not utilize any funds from the General Purpose budget. The Supervisor’s responsibilities are management responsibilities following state and federal guidelines. This position is more of an operational position to work with the schools on menus, food production and presentation, etc. The Nutrition Department’s job descriptions and salary information have been provided. He had contacted other school districts receiving a reply from four with three indicating they have four and one indicating six central office positions in their school nutrition departments. There has been a conversion from groceries and boxes on shelves to frozen product to now fresh product by a push from the federal government. The district has adapted the facilities to handle this and would also need to enhance personnel to be able to teach cafeteria employees how to handle the fresh products that have a limited shelf life. The person in this new position would work day-to-day with school cooks to assure the best presentation and quality of the food, develop menus pertaining to fresh vegetables, etc. The salary is \$30,500 for twelve months, with benefits being \$45,000 to \$50,000, paid totally from the School Nutrition budget. Currently, Mrs. Scheele develops the district’s menus and cafeteria managers oversee the day-to-day operations.

Mrs. Phillips asked why this position is necessary, and why salad bars are no longer offered in the cafeterias. Mr. Anderson explained that rules have changed, and the district can no longer offer a full salad bar without pre-proportioning the sizes of the food items, also taking into consideration calories, fat content, etc. The district can meet these mandates by offering pre-portioned, packaged salads, which are offered two to three times a week. This would be your meal selection as it contains the required amount of protein, vegetable, etc. Mrs. Scheele explained that the district offers a variety of salads, such as Southwest, grilled chicken, turkey, chef, cottage cheese, etc.

The position could be filled by an applicant who has acquired a culinary certificate which is not equivalent to a four-year degree. Dr. Gilbert stated that she would like to see the Junior Chef program offered through ESP, with children doing some cooking, etc. Mrs. Smith would like to see students actually grow the food. Dr. Gilbert stated that we have the FUNN project that involves students gardening. In response to Dr. Brown’s question, Ms. Scheele stated that the Chef’s Move initiative is a result of Mrs. Obama’s program called Chefs to School, which encourages chefs to partner with schools. Mrs. Rainier and

Mrs. Phillips stressed that recess time not be impacted by the addition of programs/activities. Mrs. Phillips stated that she does want the food to taste good, be nutritious, etc. **Mrs. Smith expressed her hope that someday MCS will offer a chance for students to grow the food used in cafeterias. It would be a great teaching tool for our students to learn about plants from the seed to the table, and offer them good fresh food to enjoy.**

Mrs. Rainier moved to approve the Coordinator of Nutrition Education and Training position; Mr. Barrett seconded the motion. The motion carried by acclamation.

C. Approval of Employee Life Insurance Program (Tab 4)

Mr. Ringstaff stated that several months ago the district entered into an agreement with Five Points Benefits to help secure the best insurance benefits for the district. Better dental and vision insurance have been procured with the assistance of Five Points. Now, an RFP (request for proposal) has been sent out for the district's life insurance benefit. The district has been with the current carrier since 1997. Nine companies applied. Two companies had basically the same bid with a cost savings to the district of approximately \$53,700. Guardian added a Long-Time Care benefit. If an employee is disabled for nine months, that employee would be eligible to receive 2% of their salary. Mr. Ringstaff recommended the Board approve Guardian Life Insurance effective October 1, 2013.

In response to Mrs. Rainier's question, Mrs. Baker explained that the purpose in hiring a consultant, such as Five Points, is that they prepare the bid document, advertise, and receive the bids which they review and that meets the competitive bidding requirements. The Board approved the consulting contract in March. Mr. Ringstaff stated that the current carrier did not submit a bid. He also clarified that this life insurance and long-term care is at no expense for employees. They would lose the benefit when they leave employment with MCS, but do have the option to continue this coverage at their expense. Dr. Brown stated that if the district can get a better policy at a lower premium with the addition of long-term care, he would make a motion that the Board accept the recommendation of Mr. Ringstaff; Mr. Barrett seconded the motion. The motion carried by acclamation. Mrs. Phillips asked that the Board keep local companies in mind when sending out bids. Dr. Brown clarified that the determination of whether an individual is disabled would be made by a physician, not the insurance company, so he believes it would apply whether you are in a treatment facility or at home.

D. Approval of the MCS Mission Statement, Vision Statement, and Master Plan 2013-2018 (Tab 5)

Dr. Gilbert shared that the Board had worked very hard on the district's mission statement, vision, and master plan. She constructed the descriptive paragraphs for the Board's review.

Vision Statement: Murfreesboro City Schools will create a culture of collaborative learning focusing on the whole child assuring success in the global community.

Mission Statement: It is the mission of the Murfreesboro City Schools to assure academic and personal success for each child.

We Believe:

- Educational success focuses on the whole child.
- Education should consist of a guaranteed and viable curriculum, high quality instruction, and collaborative learning.
- Children should be prepared to be responsible, confident, and positive citizens who successfully meet and exceed the challenges of a changing global community.
- Children have the ability to learn and achieve at their full potential.
- Children are most successful in a safe, affirmative, and culturally inclusive learning environment.
- Children deserve a school environment that is grounded in respect and integrity.
- Significant community and business partnerships are important for success.
- Student learning is a joint responsibility of home, school, and community.
- Public education is essential to a democratic society.

Goals:

1. We will educate the whole child to achieve their highest potential.
2. We will recruit, hire, train, evaluate, and retain high quality personnel.
3. We will have an ongoing focus on instructional technology.
4. We will maintain healthy, safe, clean, orderly, and nurturing environments in which children and adults can work and learn.
5. We will provide clear and effective communications to support and promote our mission and goals.
6. We will build strong partnerships with families and the community to enhance student learning.
7. We will develop a comprehensive plan for operations, finances and funding, facilities, transportation, and food service that supports student learning.

Dr. Gilbert stated that it is up to administrators and teachers to implement the strategies to fulfill the goals of the Board. Mrs. Phillips asked that a “bullying” strategy be added to number four. In response to Mrs. Phillips’ comment, Dr. Gilbert stated that specific student achievement goals will be put in place when the Action Plan is developed by administration, principals, and staff, and that plan can be shared with the Board. Specific goals are in Dr. Gilbert’s evaluation and can change from year to year. Action plans change from year to year due to demographics. The Master Plan will be posted on the district’s website. Dr. Brown added that he would like to see all schools perform at a level to be recognized as a Reward School.

Mrs. Rainier moved to approve the Mission Statement, Vision Statement, and Master Plan with the revision of adding a bullying strategy; Dr. Brown seconded the motion. The motion carried by acclamation.

VI. REPORTS/INFORMATION

A. Academic Update –Mrs. Karen Hawkins and Dr. Caresa Brooks

Karen Hawkins, Coordinator of Curriculum, provided the Board with a 2012-2013 Data Summary, comparing where the district's students, grades 3-6, were in 2010 and how they have progressed through 2013. She explained that students who achieved proficient and advanced in math have increased comparing 2010 to 2013: All—37.3% to 64%; White—46% to 73.3%; Hispanic—24.1% to 51.6%; Black—20.5% to 47.5%; ED (Economically Disadvantaged)—27.3% to 52.4%; SWD (Students with Disabilities)—19.3% to 38.9%; LEP (Limited English Proficient)—13.7% to 43.2%.

In reading, the comparisons are: All—48.4% to 60.7%; White—57.4% to 72.1%; Hispanic—32.6% to 42.7%; Black—31.7% to 44%; ED—29.7% to 38.5%; LEP 8.3% to 23.1%.

In 2013 in math, the district exceeded the state in growth, value added, with our district growth at 4.17 and the state's at 1.1. The same with value added in reading with our growth at .7 and the state at -1.1. In science, the district did not see growth in fourth and fifth, but did in sixth grade. However, we exceeded the state's -.1 as we were a .6. Our social studies growth standard was 1.3 and the state's was -.3. The district surpassed all state standards of growth in value added. The system composite looks very good, exceeding the state as well.

In response to Mrs. Phillips' question, Mrs. Hawkins stated that she has not looked at this data to determine if there is a difference in performance relative to gender, but in the past she had not detected a noticeable difference. The district will be looking at science and social studies with the adoption of a new textbook for that subject. Dr. Gilbert stated that she is pleased with the growth in the African-American subgroup, but will be focusing on other subgroups. The special ed and instruction departments are working together to provide the same professional development for each of their teachers so they have that same base of knowledge. Shavon Davis-Louis has been working with schools and looking at every child and subgroup to identify gaps that need attention. Dr. Brown agreed that he is concerned that students with disabilities have shown a three-year downward trend, but he realizes the district is already taking steps to address this. Mrs. Hawkins stated that Students with Disabilities saw a decrease across the state this year. She noted that assessments for students with disabilities are being reviewed to make sure they are most effective in assessing these students by having achievable goals. She explained that the district administers benchmark assessments using Aimsweb three times (K-6) and Discovery Ed administered three times a year (Grades 1-6). This is important

to assist teachers in determining what intervention each child may need. At-risk students may require more monitoring. There are other testing requirements by the state. Discovery Ed is scored by the company, and a report is sent back to teachers. Aimsweb is typically administered by the academic interventionists who score and then provide teachers with reports.

The district administrators, teams, and teachers are looking at each student, kid by kid, skill by skill, to determine what their needs are so that the interventions can be developed to address those specific needs. Professional development will be designed based on identified needs that will help teachers move students forward.

Dr. Brown stated that although teachers have felt a great deal of frustration over the last three years because they have been teaching to shifting goals and a lot of change in regulations, looking at the overall growth in the district over the last three years shows the dedication and hard work teachers are putting in. He believes the Board would like to thank all MCS teachers for the results in the scores.

Mrs. Hawkins reviewed a PowerPoint titled "Academic Update" to show what drives the Professional Learning Communities. She covered four questions: 1) What do we want our students to know and be able to do? *Common Core Standards, Technology Rollout, Whole Child*; 2) How will we know if they know it? *Formative Assessment Training, Data Team Work, Expanded Benchmark Assessments*; 3) What do we do if they don't know it? *RTI²/Response to Instruction and Intervention; CI3T/Comprehensive Three Tier Model*; 4) What will we do if they already know it? *Expand the Services for Gifted Population* (Copy included in Minutes Notebook) Mrs. Hawkins added that Aimsweb helps identify students who are at risk in reading and math as well as behavior issues. This year an additional layer of intervention was added for the students performing in the bottom 10%. CI3T is similar to RTI but it addresses student behavior. All of this combined helps the district address the emotional, social, behavioral, and academic needs of the whole child. Mrs. Lea Bartch will work with teachers in identifying gifted and high achieving students. Intervention will be provided to help each student move forward regardless of where they are in their achievement level, which assures growth for all.

Mrs. Hawkins reviewed the support provided for teachers: Mentoring Program, Supporting Individual Teachers (with technology coaches as well), and Professional Development designed to move toward initiatives. Essentially, the four questions drive what the district does.

B. Personnel Report (Tab 6)

For your information.

C. Monthly Revenue and Expenditure Report (Tab 7)

Mr. Anderson reported that the district has completed 8.3% of the fiscal year. The district has a negative net income, which is typical at this time of year. Expenditures are higher due to the change to a new software program that does not have a “post year” option.

D. Attendance Update (Tab 8)

Enrollment on the twelfth full day of school totaled 7,530 students, or 10 students over the end of last year. The pupil:teacher ratios are: K-3, 19.04; 4-6, 20.17, and districtwide, 19.44. The K, 1, and 2 grades have more students indicating growth in the community. In addition, our kindergarten class is bigger than last year in spite of the change in the kindergarten eligibility age. Growth varies from school to school. The budget is not developed with anticipated growth money included. The percentage to qualify for growth money dropped to .6% this year, which increases the pool of districts eligible to receive money from growth funding and that decreases the amount the district would receive.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

There being no further business, Chair Wade adjourned the meeting at approximately 6:00 p.m.

Director of Schools

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