

MINUTES  
Murfreesboro City School Board  
Budget Work Session, April 12, 2016  
Administrative Offices

ATTENDANCE

Chair Butch Campbell, Vice Chair Nancy Rainier, Nancy Phillips, Phil King, Andy Brown, and Jared Barrett.

Staff: Scott Campbell, Sandy Scheele, Shavon Davis-Louis, Lisa Trail, Sheri Arnette, Kim Frank, Caresa Dodson, Ava Jordan, Greg Lyles, Ralph Ringstaff, Joe Marlin, Stacey Burt, Lea Barch, Emily Spencer, Robin Newell, Kristina Maddux, Jenny Ortiz, Roseann Barton, Gene Loyd, and Pam Holden.

Staff Attorney Kelley Baker.

Others: Brian Wilson – Daily News Journal, Connie Ash – Murfreesboro Post

CALL TO ORDER

Chair Butch Campbell called the meeting to order at approximately 4:10 p.m. and turned the meeting over to Dr. Gilbert to present. Dr. Gilbert presented information via PowerPoint, which included an overview of the 2015-2016 budget requests and results and an overview of the 2016-2017 budget requests. Dr. Gilbert explained that this year the Board will see the expenditure from the GP fund and there will be a separate expenditure request going to the City to be requested from them.

Chair Campbell asked if furniture and equipment are not built into construction bid. Mr. Anderson said that in a new building construction it is included. But for an addition, if it is approved in the budget and it comes out of construction then we don't spend it and goes into fund balance.

Ms. Phillips said that taking a separate Capital Outlay to the City is a departure from the past. Dr. Gilbert said that is correct. Ms. Phillips asked why we are doing that. Dr. Gilbert said she doesn't see adding a lot of people coming in the next couple of years. She said she believes it is better to go to City Council asking them to fund Capital Outlay showing them what the money will be spent on rather than asking them for a chunk of money. Ms. Phillips said she thinks this should have come before the Board to decide philosophically first. Ms. Phillips asked why we need another gifted coordinator when one was just added. Dr. Gilbert explained the need. Ms. Phillips asked if every single school's requests are included. Dr. Gilbert said they are and gave the Board members a handout with requests from each school followed by an overview of each school's requests.

Chair Campbell asked about number three (3) on Overall Creek's page. This item is a request for an application allowing principals to engage or disengage the school alarm system remotely. Dr.

Gilbert discussed issue of principals not being able to check security cameras from their homes. Dr. Brown said it should be tied into the police department. Scott Campbell gave an explanation of options including principals being able to view cameras from home computers.

Dr. Gilbert reviewed the last section of the handout - requests from the Board. In looking at increasing technology pay, she said this is something the district is working toward adding that Technology is doing more integration in the schools. She said she spoke with Lanny Goodwin with Parks and Recreation, and he wants to do a pilot site moving toward maybe having a school and park together.

Ms. Phillips asked how many academic coaches we have now. Ms. Phillips said her last question is about IDEA funding. Dr. Gilbert said IDEA has become like BEP, and we are not seeing increases. Mr. Marlin said last year there was a decrease. He said that instead of growing as student numbers have grown, IDEA is stagnant. Mr. Marlin added that we have asked that some of those items that were previously in IDEA be moved to GP.

Ms. Rainier referenced smart boards and asked what a Qomo board is. Dr. Gilbert said it is like a smart board. Ms. Rainier said she thinks we need to be consistent across the district. She said she is glad to see us going back to benchmarks and something like ThinkLink. Dr. Gilbert said the NWEA is an excellent assessment, but doesn't meet the needs now. Ms. Rainier asked if we have a lot of 504 students. Ms. Davis-Louis said yes, the numbers are extreme. Ms. Rainier said she likes doing professional development in July. She asked if the housing project at the corner of New Salem and Bridge is going to be demolished. Mr. Lyles said it is going to be demolished. Ms. Rainier asked what recruitment funds would be used for. Dr. Gilbert said she believes \$2,000 was put in for recruitment. Mr. said there is going to be a teacher shortage. He said UTK is only going to have 50 graduates in elementary education, and MTSU about 100. He said Murfreesboro City Schools are competing with Wilson County, Franklin Special District and others with Interstate 840. He said the additional \$2,000 is to rent booths, etc. at career fairs. He said we are expecting to hire 80 to 100 teachers for the next school year. He said Rutherford County is going to hire about 400 new teachers.

Ms. Rainier asked about the network server expansion. Scott Campbell explained that as the district continues to grow, the server capacity has to increase at a cost of about \$4-\$5,000 per server. Dr. Gilbert said that as instruction goes more toward data-driven instruction, the capacity need will go up.

Dr. Brown asked about the Capital Outlay plan. Dr. Gilbert referred the Board to the Capital Outlay tab in the budget notebook. She explained that the items highlighted in blue are things that are absolutely necessary. Dr. Brown asked if what we are requesting from the City on Capital Outlay would have to be paid back as in the past computer situation. Dr. Gilbert said no, it would not. Mr. Barrett asked Dr. Gilbert if she anticipates doing another Capital Outlay request from the City next year. She said yes. Dr. Brown inquired as to whether the state has a position that seeks out surplus property such as band instruments. No one was aware of a department or position.

Mr. King said roughly half the principals asked for a coach specifically. He asked if the items highlighted in yellow, are things that are addressed in the budget are already in progress. Dr. Gilbert said yes.

Ms. Phillips said we didn't discuss the \$2,500 request for vice principals. She said that was a little different in the PowerPoint. Dr. Gilbert said we are in competition for quality people, not just teachers. She said she thinks we have real quality in assistant principals and this year is a good example of the many directions that they are pulled. Dr. Gilbert said when she evaluates principals, they often request that assistant principals be given the same scores. She said she expects Central Office to work as a team and the schools to work as a team. Chair Campbell asked about the length of contracts for assistant principals. Dr. Gilbert said principals are on 11 months and assistant principals are 10.5 months. She said she thinks this is one way to keep quality assistant principals. Ms. Phillips said she anticipates other groups making a similar request. Dr. Gilbert said we are already looking at that. Chair Campbell said if we decide to give all employees a three (3) percent raise, do you plan to give assistant principals three (3) percent on top of \$2,500 raise. Dr. Gilbert said yes, because teachers would get raise on top of step increases. She explained how much work administration does. Dr. Brown said he sees it as analogous to IT staff in that it is a relatively small population. Mr. Ringstaff explained that assistant principals are on same salary as teachers plus \$5,000.

Chair Campbell asked if there were any other questions on the PowerPoint before moving to the budget itself. There were none. He said he anticipates going until 8 o'clock tonight and then continuing tomorrow night then Tuesday and Wednesday of next week if needed. He said they would stop at 6 p.m. to grab a snack, but they are welcome to get up at any time if they need one sooner or need a bathroom break.

Dr. Gilbert began reviewing the expenditure section in the budget notebook.

#### 71100 – Regular Instruction

Mr. Barrett asked about line 429 and the decrease. Ms. Prater said the payment made last year for Lexia and Fastmath was an advance payment that covers three years. Chair Campbell asked about individual classroom monies in that same line item. He asked if classroom money comes from BEP. Mr. Anderson said yes noting that \$100 is for the teacher to use and \$100 goes into a pool of money. Chair Campbell asked where the \$18.50 per pupil comes from. Mr. Anderson said that is additional money the Board voted to give some years ago. Ms. Rainier asked if library books are out of this line. Mr. Anderson said no. Ms. Rainier asked about printer cartridges. She said she has gotten calls about teachers buying print cartridges out of their own money. Dr. Gilbert said that is up to the principals, but teachers need to use the copiers instead of the printers. Dr. Gilbert said schools have been tremendously resourceful in finding money such as through fall festivals and other fundraisers. Ms. Phillips said teachers should not have to be nicked and dined to death. She said she understands autonomy, but wants to make sure the intentions of the Board are not for this to happen. Dr. Gilbert said she feels like our job is to look ahead to anticipate things like technology and STEAM. Mr. Barrett asked how long the teacher

amount has been \$200 and how long since it has been increased. Ms. Rainier said she opened up a classroom 26 years ago and it was that amount then.

#### 71200 – Special Education Instruction

Chair Campbell asked about EAs and the \$200,000 increase on Line 163. Mr. Marlin said that includes salaries for all EAs. Ms. Phillips asked if ELL learners are included in Special Education. Dr. Gilbert said there was a time when it was almost impossible to have ELL learners certified as Special Education. She said it has changed some, but we have to show that there is a real learning disability aside from the language issue. Mr. Marlin said intellectual disabilities or physical disabilities would qualify under both. Mr. Barrett asked if we knew how the IEP bill is going to affect us. Mr. Marlin said he thinks it is too early to tell yet. He said he doesn't really think it will negatively affect us.

#### 72110 – Student Services – Attendance

Dr. Gilbert directed the Board to Line 399 – an increase of \$5,500 for professional development. Line 704 references new computers for technical EAs. She said she would like for us to buy the computers as a district to be consistent. Dr. Brown said Line 207 shows health insurance as a decrease. Mr. Anderson said when they budgeted for a new employee the highest insurance plan amount was put in the budget but the employee selected a cheaper plan.

#### 72120 – Student Support Services – Health

Dr. Gilbert said Line 399 is Skyward and SNAP which is a program used just by nurses. Line 599 are matching funds and that is an increase to account for the match that previously came from Coordinated School Health. She said we have two RN's and five LPN's. Chair Campbell asked what we are paying substitute nurses. Mr. Anderson said \$25 per hour for RN and \$16 for LPN. Ms. Phillips asked if we use nurses for programs for whole staff. Dr. Gilbert said yes. Ms. Trail explained a little bit about the staff wellness. She said Meri-Leigh Smith and Joe Shultz coordinate our Parks and Rec benefits, and the various programs throughout the year for staff.

#### 72130 – Student Support Services – Other

Dr. Gilbert said we are looking at adding a new guidance counselor. She said Kelly Blanchard was moved from the IDEA budget to the GP budget (Line 130). She said Line 322 is evaluation and testing and there is a change in the gifted testing. Ms. Phillips asked why gifted testing is changing. Dr. Gilbert said there is a shift from less of experience to more of a capacity. Dr. Gilbert said we are not identifying enough. Ms. Rainier asked how many certified gifted do we have and where are they. She asked if we could get that information before the next meeting. Dr. Gilbert asked Ms. Bartch and Ms. Burt to be able to discuss underserved populations. Ms. Burt said research contends that three to five percent of the population is intellectually gifted. She said Dr. Donna Ford of Vanderbilt specializes in underrepresented populations and that in order to capture individuals from poverty settings and those with a lack of exposure, we should expand that percentile to about eight or nine percent. She said we are at a little over two (2.2) percent right now. Dr. Gilbert asked Ms. Frank to explain Boardmaker. Ms. Frank said Boardmaker is software that creates consistent pictures and enables counselors to personalize instruction for

students who are more visual learners. She said the software also enables counselors to share what they have created with each other.

#### 72210 – Student Support Services – Regular Instruction

Dr. Gilbert said this district does not have an Assistant Director of Schools position, but in its place would like to create the Assistant Director of Administrative and Support Services (Gary Anderson), Assistant Director of Human Resources (Ralph Ringstaff), and Assistant Director of Teaching and Learning (formerly Karen Hawkins' position). Dr. Gilbert said she would have to find the right person to fill the Assistant Director of Teaching and Learning position. Dr. Gilbert said Line 189 is the interpreter Ms. Tapia. Line 432 is library books and Destiny software. Mr. Barrett asked about 95% Solutions. Dr. Dodson said it is a systematic phonics program that is aligned with the LETRS training that all teachers have received. It introduces the skills in the correct order and is aligned with the standards. It is teacher materials and student materials (not software). Ms. Phillips asked about online enrollment. Dr. Gilbert explained that this is an option in Skyward that will allow parents to enroll their children online. Ms. Phillips said she understands but there is something about engaging families when they come in to register. She said she understands that it is modern but doesn't know that it is better. Dr. Brown said a suggestion for future budget meetings - such as Line 524 - to include what is in that line so when they have to cut something they understand what is included in that line.

#### 72220 – Student Support Services – Special Education Instruction

Line 124 are psychologists. Line 189 are three gifted positions, and two additional support staff. Line 499 includes \$8,000 in gifted curriculum which she believes Jennings and Rebecca Jones Foundation will match. Line 524 is in-service/staff development. Mr. Barrett asked if any of this could be done in-house to reduce costs. Dr. Gilbert said so much of this training involves learning new standards and laws. Mr. Marlin said some of these are to train the trainers so they can come back and teach.

#### 72310 – Administrative Support – Board of Education

Mr. Barrett asked where we are on TSBA policies. Ms. Baker said we are going to start that on the last Board meeting of this month. Ms. Phillips suggested we talk about and include in the budget an increase for Board Chair for additional time and mileage, etc. Ms. Rainier said she thought it was like that at one time. Chair Campbell said he did not recall that here and it was a long time before the Board was compensated at all. Ms. Phillips said she came on before there was compensation. Mr. Barrett said he thinks we might want to include a lobbyist in the budget. Chair Campbell asked Ms. Baker what she knew about the City's new lobbyist position. She said she was not included in that conversation. Chair Campbell said he understood that the City's lobbyist was not going to pay a lot of attention to the school needs. Dr. Gilbert said she thinks they should have a conversation with Rob Lyons before doing that. Ms. Rainier said she did not think this person helped with any of the chaos that has been going on. Ms. Phillips said she thinks it would be wise to ascertain what his involvement will be on behalf of the schools. She said we need more information to make an informed decision. Ms. Phillips said she does think Mr. Barrett's suggestion needs to be considered along with adding to the Board Chair compensation. Mr. King asked about salary for a lobbyist. Dr. Gilbert and Chair Campbell will

explore those areas. Chair Campbell asked Ms. Phillips if she had an amount in mind so that it could be added to the budget.

#### 72320 – Administrative Support – Office of Director

Dr. Gilbert reviewed the positions that fall under this office as well as the expenses including TSBA and NSBA dues and development.

#### 72410 – Administrative Support – Office of Principal

Dr. Gilbert explained that Line 139 for assistant principals includes the requested \$2,500 raise for them. Chair Campbell asked about the \$500 reduction in postal charges. Mr. Anderson said that expense was taken out of the individual schools and added to the Board.

#### 72520 – Administrative Support – Personnel

Dr. Gilbert explained that a portion of Mr. Ringstaff's salary comes from ESP. Mr. King asked what percentage comes from ESP. Dr. Gilbert said 60 percent. Dr. Brown asked if that was proportionate to the amount of time spent. Dr. Gilbert said yes.

#### 72610 – Support Service – Operation of Plant

Mr. Anderson explained this section. He said we are asking for a full-time night school site supervisor position explaining that is the weakest link in service provided. He said Line 166 is an increase in custodial salaries noting that the district continues to lose people to the county. In Line 189, Mr. Anderson said that includes adding a half-time day position to Black Fox, Northfield, and Hobgood based on the square footage of those schools. Mr. Anderson said Line 720 shows a decrease because that item has been put in Capital Outlay. Chair Campbell asked if he anticipated adding custodians for next year. Mr. Anderson said they will have to add because we are adding students and square footage to buildings. Mr. Barrett asked what the county is paying for full time custodians. Ms. Holden said the county is paying \$11 per hour. Mr. Barrett said that was a big difference when we are only paying \$9.

#### 72620 – Support Service – Maintenance of Plant

Mr. Anderson said we are implementing an additional Skyward expense because of putting work orders online and eliminating the paper. Line 717 – when we go to electronic work order system, employees will have little machines that will deliver work orders to them on the spot. Ms. Rainier said so many things on the PowerPoint listed the front doors of the schools and is this related to security. Mr. Anderson said so many of the electronic/magnetic components of the doors are breaking down, rusting, etc. and this is to replace doors.

#### 72710 – Support Service – Pupil Transportation

Mr. Anderson identified Line 729 is for camera replacements and contingency.

#### 72810 – Support Service – Technology

Mr. Anderson said most of technology budget items are in Capital Outlay. Mr. Barrett asked what became of lawsuit over internet. Mr. Anderson said they are still in the middle of that in

Washington. It has been appealed all the way to the FCC. It is still in limbo and we still hope to get money back. Ms. Phillips said she wanted to go back to the technology records and monitoring workers. She asked who is going to monitor that, and stated there can be so many circumstances that can impact that. She said when she hears about monitoring employee's productivity, she wants to make sure employees have input and recourse. She doesn't want anything to be arbitrary. She would like to see an administrative plan to make sure that happens. Scott Campbell explained that it is not about the employee but to help the department know what equipment is working and what is not. Ms. Phillips said that sounds good under Mr. Campbell, but what if someone else is in that position. Dr. Gilbert said that is hard to direct someone's philosophy. Ms. Phillips said maybe that should be put in a directive.

#### 73300 – Non-Instructional Service – Community Service

Dr. Gilbert said Line 189 includes basketball and cheerleading coaches as well as community outreach folks. It also includes a lot of supplies for communications to community, events, etc. She said Line 599 are things like breakfast with Santa, celebrations, etc. Line 790 – communications needs a new computer. Chair Campbell asked what coaches get paid. Mr. Ringstaff said a head coach gets \$1,000 per season, assistant coach gets \$500, and a cheerleading sponsor gets \$500. Mr. Barrett asked about the decrease in Line 399. Ms. Trail said the videographer was moved to another line. Ms. Phillips asked if we are hiring a videographer and what that person does. Ms. Trail said the videographer goes to all of the schools for events, HR videos for recruitment, etc. It was moved to Line 189.

#### 73400 – Non-Instructional Service – Early Childhood Education

Dr. Gilbert said this includes the contract for Cheryl Schmidt as the pre-K coordinator. She said Line 524 reflects \$2,000 as mandated per recent change in law for preschool professional development.

#### 76100 – Capital Outlay

Mr. Anderson directed the Board to the Capital Outlay tab of the budget notebook. He said if the Capital Outlay request goes into the district's operating budget, the same level of effort must be maintained, but if Capital Outlay is split and put into a separate category for the City, then it doesn't get stuck in our budget. The City likes it because they look at it like it stands on its own each year. This way it doesn't hit our everyday operating budget. Blue means we have to do it. White means we would like to do it if we have the money. The last line is what the board tells us we are going to do and we will move those numbers over. Yellow is what we would like to do. Ms. Rainier asked Mr. Anderson to define Capital Outlay. He said the amount of cost would be over \$5,000 and be for facilities or equipment. Chair Campbell asked if this is what we're in discussions with the county about. Mr. Anderson said yes.

#### 99100 – Other Uses/Transfers

Mr. Anderson said these are transfers to the City because we can't get the loans ourselves - the City does. This is for energy. Dr. Brown asked how many years we have to pay. Mr. Anderson said he believes it is five.

Ms. Phillips asked if they have already talked to the City about the way this Capital Outlay is split. Mr. Anderson said he and Dr. Gilbert had a discussion with the City and they said they understand why it is being done this way. He added that they will not be surprised when the budget is presented to them.

#### Tab – Staffing Standards

Dr. Gilbert reviewed staff and requests to add some positions. She said several EAs requested will come out of Title Funds. Chair Campbell said he noticed some places are doing without pre-Ks. Dr. Gilbert said they are just shifting locations due to room. Ms. Rainier asked how many students we're adding for next year. Mr. Anderson said 300.

#### Tab – Salary Schedules

No discussion.

#### Tab – Step Increases

Ms. Phillips said she knows it is not popular thinking but step increases are raises. They are earned but they are raises. Dr. Gilbert said she almost presented it that way. Ms. Phillips said it was a raise that was negotiated sometime back but it is a raise in addition to what we can offer. Chair Campbell said he disagrees. He said a step increase is not a raise. A step increase is what a person earns from one year to the next. Ms. Phillips said raises are earned. Ms. Rainier said she agrees with Butch.

#### Tab – ESP Budget

No discussion.

#### Tab – Federal and Other Funds

Dr. Gilbert said this includes nutrition.

Dr. Gilbert said she is available if the Board has questions. She also has notes as to what the Board has asked her to find out. Mr. Barrett said he would like to see an increase in the classroom supplies. Ms. Phillips said she would like to see what a \$500 increase would look like for the 17-year teachers. Ms. Rainier asked if we could provide data as to how many teachers are at what years of experience. Mr. Ringstaff said he would get that information. Mr. Anderson had that information available and provided a handout to the Board. Ms. Phillips asked if UTK has a five-year program. Mr. Ringstaff said yes, they will come out with their Master's Degree, and they have a full year of student teaching.

Chair Campbell said he saw no reason to meet tomorrow night since we won't have any other information until the revenue comes in. The next meeting will be Tuesday, April 19, 2016. The meeting adjourned at approximately 8:05 p.m.

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Director of Schools