

MCMINN COUNTY BOARD OF EDUCATION
Regular Session Meeting
April 8, 2021

The McMinn County Board of Education met in regular session on Thursday, April 8, 2021 at 5:30 p.m. at the McMinn County Center for Educational Excellence.

Chairman Sharon Brown called the meeting to order with the following statement:

Under the provisions of Executive Order No. 78 signed by Governor Bill Lee, the McMinn County Board of Education will be conducting this meeting by electronic means necessary to protect the public health, safety, and welfare of the Tennesseans in light of the COVID-19 outbreak.

Chairman Brown informed the Board of the requirement to vote to conduct this meeting through the process stated above, and the response to this roll-call vote would also serve for the roll call for attendance. She asked for a motion to accept the meeting with the above format. Tony Allman made the motion, and Quinten Howard seconded. There was no discussion. Attendance and roll-call votes were as follows:

Tony Allman –	Present – Yes
Jonathan Pierce	Present – Yes
Mike Cochran –	Present – Yes
Sharon Brown –	Present – Yes
Donna Casteel –	Present – Yes
Rob Shamblin –	Present – Yes
Bill Irvin –	Present – Yes
Mike Lowry –	Present – Yes
Quinten Howard –	Present – Yes
Denise Cunningham –	Present – Yes

The motion carried.

Welcome

Chairman Brown welcomed all who were attending the meeting and noted that the Agenda could be found on the McMinn County Schools website and on our social media page.

Pledge of Allegiance

The Pledge of Allegiance was led by Quinten Howard.

Chairman Brown asked if any requests had been made to address the Board at this meeting. There were none.

AGENDA

1. GUESTS

2. REGULAR CONSENT ITEMS FOR APPROVAL

- a. Minutes – Board Workshop 3/4/21
- b. Minutes – Regular Session Mtg. 3/11/21
- c. Budget Amendments
- d. Salary Supplements
- e. Fundraiser Requests
- f. Surplus Equipment

- g. Contract Agreement Between McMinn County Schools and McMinn County Department of Juvenile Services
- h. ESSER 2.0

2.A UPDATED CONSENT ITEMS FOR APPROVAL

- a. Budget Amendments
- b. Surplus Equipment
- c. Learning Loss Coordinator – Job Description

3. PERSONNEL

Personnel Actions

4. COMMUNICATION

- a. ESSER 2.0 Employee Bonus
- b. Appropriations Bill – Certified Employee Bonus
- c. Resolution to Transfer Funds from General Purpose School Funds to Federal Projects Fund

5. REPORTS

- a. Committee Reports
- b. Second Reading of Policies
 - 1.700- School District Goals
 - 2.806- Bids and Quotations
 - 5.100- Personnel Goals
 - 6.300- Code of Conduct
 - 6.303- Interrogations and Searches
 - 6.3041- Title IX & Sexual Harassment
 - 6.305- Student Concerns
 - 6.402- Physical Examinations and Immunizations
 - 6.405- Medicines
 - 6.500- Special Education Students
- c. Review Policy Section 6.1 – 6.405

6. DIRECTOR'S REPORT

7. PRAISES AND COMPLIMENTS

8. CHAIRMAN'S COMMENTS

Regular Session Board Meeting: Thursday, May 13, 2021, 5:30 p.m.

ADJOURN

Chairman Brown asked for a motion to approve the Agenda. Rob Shamblin made the motion and Mike Lowry seconded. There was no discussion. The roll-call vote was unanimous, and the motion carried.

AGENDA

1. GUESTS

There were no guests.

2. REGULAR CONSENT ITEMS FOR APPROVAL

- a. Minutes – Board Workshop 3/4/21
- b. Minutes – Regular Session Mtg. 3/11/21
- c. Budget Amendments

FEDERAL PROJECTS #142, ESSER Grant, #935

To amend the budget for the ESSER 1.0 Grant (Cares Act) for FY 2020-2021

GENERAL PURPOSE SCHOOL FUND #141

To enter the budget for the Utrust mini grant for FY 2020-2021

FEDERAL PROJECTS #142, Title I, #121

To amend the current budget in order to be the same as the FY 2020-2021 ePlan document

FEDERAL PROJECTS #142, ESSER 2.0 Grant, #938

To enter the budget for the ESSER 2.0 Grant (CRRSA Act) for FY 2020-2021

GENERAL PURPOSE SCHOOL FUND #141

To enter budget for Appropriations Bill (Addt'l Salary Funding) for FY 2020-2021

d. Salary Supplements

NAME	DATE	ACCOUNT	TITLE	AMOUNT
Kathie Givens	2/26/2021 3/1,2,3,4,5,8,9,10,11, 22(½), 23,24/2021	SPED	Bus Driver	500.00
Donna Mason	2/22,23,24,25/2021 3/1,2,4,5,8,9,11/2021	SPED	Bus Driver	220.00
Regina Jones	3/22/2021 (P.M. Only)	SPED	Bus Driver	20.00
Mary Murray	3/9,11,23,30/2021	SPED	Bus Driver	80.00

e. Fundraiser Requests

SCHOOL	DEPARTMENT	FUNDRAISER	MONIES RAISED ALLOCATION
CTE	Skills USA	Scrubs Lip Gloss	All money above cost will be donated to the Tim McPhail family.

f. Surplus Equipment

Englewood School – Outdated/broken computers and equipment
 Rogers Creek School – Outdated/broken computers and equipment
 Riceville School – Outdated/broken computers and equipment
 MCHS – Library bookshelves – no longer necessary

All items listed were valued less than \$500.

g. Contract Agreement Between McMinn County Schools and McMinn County Department of Juvenile Services

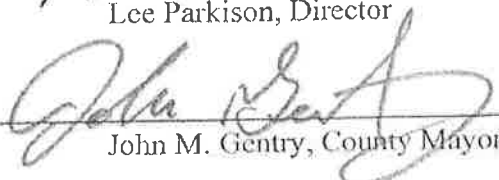
**CONTRACT AGREEMENT BETWEEN MCMINN COUNTY SCHOOLS AND
MCMINN COUNTY DEPARTMENT OF JUVENILE SERVICES**

The McMinn County Department of Juvenile Services will provide the following services to McMinn County School System in the amount of \$15,000.00.

SERVICES INCLUDE:

1. A Youth Services Officer shall be stationed at McMinn County High School and McMinn Central High School 5 days a week during the 2021/2022 school year. Staff will be available to all county schools on an as-needed basis. Referrals will be seen that are at a high-risk for involvement with the court system.
2. Individual and group counseling will be provided by professional mental health agencies and paid for by McMinn County Department of Juvenile Services per existing contracts. The Director of the Department of Juvenile Services shall approve all funding of referrals and in no event shall the total expenditure during the school year exceed the total amount of the contract.
3. McMinn County Juvenile Services will provide problematic specific programs for juvenile offenders such as Non-Court Services, Informal Adjustments to first time offenders, Tobacco Education classes, Anger Management Assessments, Substance Abuse Classes, In-home services, and other programs on an as-needed basis.
4. Law Related Education programs will be presented to ninth grade students, as well as middle schools aged students upon requests from each individual elementary school, and other preventative classroom presentations will be done as requested.
5. McMinn County Juveniles Services will coordinate Truancy Board hearings and Juvenile Court hearings for those referred by McMinn County Schools.
6. McMinn County Juvenile Services staff will provide consultative services to school personnel and School Resource Officers in areas relative to Juvenile Court. McMinn County Juvenile Services shall monitor students on probation regarding their school attendance and disciplines. Juvenile Services staff will be available to participate in M-Team meetings where juvenile court may be a needed option.
7. A "Summer Academy" will be conducted this summer for approximately twenty high-risk juveniles.

Approved by  Date 3/9/21
Lee Parkison, Director

Approved by  Date 3/16/21
John M. Gentry, County Mayor

h. ESSER 2.0

The ESSER 2.0 budget was once again presented to the Board due to a minor change in the descriptive verbiage.

Chairman Brown asked if anyone had questions or would like any item removed for discussion on the regular consent agenda. Mike Cochran removed Item 2.c- Budget Amendments and asked if these were from ESSER 2.0. Mr. Parkison explained that only one amendment – Federal Projects #142, ESSER 2.0 Grant, #938 – dealt with the ESSER 2.0 funds.

Chairman Brown asked for a motion to accept the Regular Consent Agenda. Mr. Parkison recommended. Donna Casteel made the motion and Jonathan Pierce seconded. There was no discussion. The roll-call vote was unanimous, and the motion carried.

2.A UPDATED CONSENT ITEMS FOR APPROVAL

a. Budget Amendments

GENERAL PURPOSE SCHOOL FUND #141

To budget from unassigned fund balance to be transferred to the Federal Project Fund in order to provide operating funds until federal reimbursement of grant expenditures are received

FEDERAL PROJECTS #142

To budget transferred funds received from General Purpose School in order to provide operating funds until federal reimbursement of grant expenditures are received

b. Surplus Equipment

Calhoun School – Obsolete, broken computers, monitors, keyboards, etc.

Mountain View School – Non-working equipment

Items listed were valued less than \$500.

c. Learning Loss Coordinator – Job Description

Chairman Brown asked for any questions regarding the Updated Consent Items for Approval. Jonathan Pierce removed Item c. – Learning Loss Coordinator – Job Description. Mr. Pierce asked what the role of this individual would be beyond the job description and why this was necessary. Mr. Parkison explained that this position would oversee all facets of the summer learning programs as well as the before and after school programs during the year. He added that this topic had been covered during the previous month's Board Workshop. Mr. Pierce apologized for the oversight and continued that he had received knowledge of this updated item only one day prior to this meeting and that if he were going to approve a new position, he would like more than a day's notice. Mr. Parkison answered that this was an ESSER position and not a new General Purpose Schools position and that the ESSER plan had already been approved by both the federal and state government. Mr. Parkison apologized for the late entry of the items and explained that he was not making excuses, but timing was crucial. He noted the many responsibilities of the Learning Loss Coordinator and added that if he had waited until the next month's Board meeting, the coordinator would have only one week to gather all the necessary data and prepare for the job. He acknowledged that the Board needed to have such information earlier and said he would do his best to make that happen.

Chairman Brown asked for a motion to accept the Updated Consent Items for Approval. Mike Cochran raised a question regarding the terms of employment for the Learning Loss Coordinator, adding that he just wanted to make sure we didn't hire someone (for a temporary government-funded position) and then have to find a place to use them. Mr. Parkison assured that the individual hired would have full knowledge of the duration and terms of employment.

Chairman Brown again asked for a motion to accept the Updated Consent Items for Approval. Mike Lowry made the motion, and Jonathan Pierce seconded. Chairman Brown asked for any further discussion. Mr. Pierce said he thanked all those who were working on this project, but that he wanted the funds to be mostly directed to the children. There was no further discussion, and the motion carried by a unanimous roll-call vote.

3. PERSONNEL

Personnel Actions

PROFESIONALS

LAST NAME	FIRST NAME	POSITION	ACTION	LOCATION	DATE
Clendenen	Ed	Teacher	Retire	MCHS	5/24/2021
Gallardo	Sara	Teacher	Resign	MCHS	5/24/2021
Hayes	Jessica	Teacher	Resign	MCHS	5/24/2021

ESP

Aderhold	Pam	Secretary	Retire	CHS	6/1/2021
Davis	Elizabeth	Aide	Retire	CAL	5/24/2021
Edmondson	Robin	Bus Driver	Retire		5/24/2021
Guzman Sarante	Jose	12 mos. Custodian	Hire	Riceville	3/22/2021
Maloney	Tammy	Custodian to Sped Aide	Transfer	Riceville	3/8/2021
Taylor	Carolyn	Cafeteria	Resign	MCHS	5/24/2021
				RCVL to	
Womac	Leslie	Sped Aide	Transfer	CAL	3/1/2021
		transfer 12 mos to 10			
Wright	Sharon	mos.	Transfer	Riceville	3/22/2021

There were no action items in personnel requiring a vote, but Mr. Parkison recognized the following 2021 retirees: Ed Clendennen – MCHS; Pam Aderhold – CHS; Elizabeth Davis – Calhoun School; and Robin Edmonson – Transportation

4. COMMUNICATION

a. ESSER 2.0 Employee Bonus

LEE PARKISON
Director of Schools

lparkison@mcmminnschools.com



3 South Hill Street
Athens, TN 37303
(423) 745-1612

MEMO

Date: March 31, 2021
To: McMinn County Board of Education
From: Lee Parkison, Director of Schools
Re: ESSER 2.0 Employee Bonus

As you are aware, we included an employee bonus as part of the ESSER 2.0 grant budget that was submitted to the TN Department of Education which has been approved. It is my recommendation for your consideration and approval of this bonus to be distributed to MCS Employees who were employed as of December 18, 2020, the end of the first semester of the 2020/21 SY.

It is my recommendation for full-time MCS employees to receive a \$500 bonus (gross amount) with part-time MCS employees eligible for a \$250 bonus (gross amount). Full time employees are employees who meet the criteria for insurance and benefits (working over 30 hours per week).

At the request of our finance department, this bonus will be paid separately from the employee's regular payroll. The bonus is subject to a federal withholding rate (22%) per IRS guidelines, the required Social Security and Medicare taxes, and the required contribution for TCRS for full-time employees only along with any additional retirement elections made by the full-time employee.

Thank you for your consideration.

Chairman Brown asked for a motion to approve the \$500 bonus for full-time employees and \$250 bonus for part-time employees. Mr. Parkison recommended. Tony Allman made the motion, and Donna Casteel seconded. There was no discussion, and the motion carried with a unanimous roll-call vote.

b. Appropriations Bill – Certified Employee Bonus

MEMO

Date: March 31, 2021
To: McMinn County Board of Education
From: Lee Parkison, Director of Schools
Re: Appropriations Bill (SB 7009/HB7020)

The General Assembly and Governor Lee passed legislation to provide additional funding for teachers and certified personnel, effective for the second half of the current fiscal year (Jan. 1, 2021 – Jun 30, 2021). It is my recommendation for your consideration and approval of this bonus to be distributed to MCS Certified Employees who are employed as of March 31, 2021. While the amount allocated by the state through additional BEP funding (\$217,000) does not cover the \$500 bonus for all certified positions, I am requesting the board to approve a budget amendment to provide this bonus for all MCS certified employees. This will be an additional cost \$34,907.28. Per conversations with our finance office, we anticipate having a slight surplus in budgeted line items this year to cover this cost within our current operating budget.

It is my recommendation for full-time certified employees to receive a \$500 bonus (gross amount) with part-time certified employees eligible for a \$250 bonus (gross amount). Full time employees are employees who meet the criteria for insurance and benefits (working over 30 hours per week).

At the request of our finance department, this bonus will be paid separately from the certified employee's regular payroll. The bonus is subject to a federal withholding rate (22%) per IRS guidelines, the required Social Security and Medicare taxes, and the required contribution for TCRS for full-time employees only along with any additional retirement elections made by the full-time employee.

Thank you for your consideration.



Chairman Brown stated that this would require a vote from the Board. Mr. Parkison recommended, and Chairman Brown asked for a motion to approve a \$500 bonus for certified employees. Tony Allman made the motion, and Quinten Howard seconded. There was no discussion. The roll-call vote was unanimous, and the motion carried.

c. Resolution to Transfer Funds from General Purpose Schools Fund to Federal Projects Fund

**RESOLUTION TO TRANSFER FUNDS FROM GENERAL PURPOSE
SCHOOL FUNDS TO FEDERAL PROJECTS FUND**

WHEREAS, Federal Projects grants operate on a reimbursement basis and funds are requested from the State of Tennessee by McMinn County Board of Education for non-payroll expenditures on a monthly basis; and

WHEREAS, the Federal Projects Fund operates with a cash deficit at various times throughout the fiscal year due to a turn-around time for reimbursements from the State of Tennessee; specifically with additional grant monies being received; and

WHEREAS, Generally Accepted Accounting Principles, (GAAP) consider a cash deficit in any fund to be a significant deficiency in internal control; and

WHEREAS, McMinn County Board of Education does not desire to operate any fund with a cash deficit.

NOW, THEREFORE, BE IT RESOLVED, the McMinn County Board of Education, meeting on this 8th day of April, 2021, requests the following:

SECTION 1. The General Purpose School fund shall transfer \$475,000.00 to the Federal Projects Fund upon final approval by the McMinn County Commission on April 26, 2021.

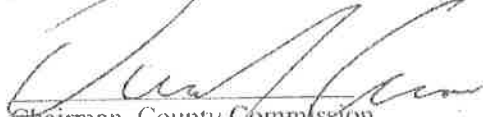
SECTION 2. The \$475,000.00 transfer shall remain in the Federal Projects Fund as a designated fund balance from the General Purpose School Fund and may be repaid at any time as noted in a resolution passed by the McMinn County Board of Education and County Commission.

SECTION 3. This resolution will take effect on April 26, 2021. The Secretary of the Board of Education shall include this Resolution in the minutes of the McMinn County Board of Education. The County Clerk shall include this Resolution in the minutes of McMinn County.

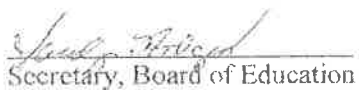
APPROVED:


Chairman, Board of Education

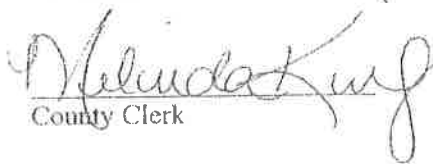
APPROVED:


Chairman, County Commission

ATTEST:


Secretary, Board of Education

ATTEST:


County Clerk

Chairman Brown asked for a motion to approve the transfer of the funds from General Purpose School to Federal Projects funds. Mr. Parkison recommended. Jonathan Pierce made the motion and Donna Casteel seconded. Chairman Brown asked for any discussion, and Jonathan Pierce asked McMinn County Finance Director Jason Luallen if this transfer of funds would leave enough money in Undesignated Funds to meet the state or federal requirements. Mr. Luallen conveyed that the minimum requirements in reserve would still be met. The motion carried with a unanimous roll-call vote.

5. REPORTS

a. Committee Reports

Policy Committee Chairman Rob Shamblin brought the policies listed as recommended by the committee for the second reading.

b. Second Reading of Policies:

- 1.700- School District Goals
- 2.806- Bids and Quotations
- 5.100- Personnel Goals
- 6.300- Code of Conduct
- 6.303- Interrogations and Searches
- 6.3041- Title IX & Sexual Harassment
- 6.305- Student Concerns
- 6.402- Physical Examinations and Immunizations
- 6.405- Medicines
- 6.500- Special Education Students

Mike Cochran questioned Policy 6.300 – Code of Conduct, asking if this included corporal punishment as an alternative to suspension for kindergartners. He said he just wanted to make sure we weren't mandating that teachers could not use corporal punishment on kindergartners if it was necessary. Federal Programs Director Rebecca Morgan and Policy Committee Chairman Rob Shamblin both said they did not read in the policy that corporal punishment for kindergartners was forbidden.

Chairman Brown said these policies come as a recommendation from the Policy Committee and she asked for a second. Jonathan Pierce seconded. Chairman Brown asked for any discussion. Mr. Parkison asked Safety and Equity Supervisor Roger Freeman if he recalled any instances of paddling kindergartners since he had begun this job. Mr. Freeman said he was not aware of any. There was no further discussion. The roll-call vote was unanimous, and the motion carried.

c. Review Policy Section 6.1 – 6.405

6. DIRECTOR'S REPORT

Mr. Parkison reported that COVID stats were up just a bit with six positive student cases and thirty exposures. No grade level had more than two cases, and four schools reported none.

Mr. Parkison said we were still running a high number of virtual students—currently 859. He said he did not want to do virtual attendance for summer school or for the next school year, and as far as he knew, it had not been mandated.

The TSBA had recently send out their annual Tennessee Educator Survey for teachers and administrators. Mr. Parkison said we needed over 45 percent participation to get our results back, and he was happy to report that the average participation for our county schools was 70 percent.

Mr. Parkison reported that our school system had received a combined total of \$17, 562,295.17 from ESSER 1.0, 2.0, and 3.0 funds. He said he would be happy to share (the documents) with the Board if any would like to see them.

7. PRAISES AND COMPLIMENTS

Jonathan Pierce paid tribute to two former McMinn County Schools administrators who had recently died—Mr. Don Raper and Mr. Joe Bridges—saying these were two great educators. Quinten Howard echoed.

8. CHAIRMAN'S COMMENTS

Chairman Brown announced that the capital projects committee, along with the county commission and the architects, would conduct the beginning walkthrough of schools on Wednesday, April 14. She said anyone was welcome to participate, and those interested should be at the Center for Educational Excellence at 3:00 p.m.

Chairman Brown also called the Board's attention to the upcoming graduation ceremonies at Central High School and McMinn County High School. She urged Board members to attend, saying students recognize when the Board is there, and it means a lot to them.

Next Regular Session Board Meeting: Thursday, May 13, 2021, 5:30 p.m.

ADJOURN

Chairman Brown asked for a motion to adjourn. Mike Lowry made the motion and Quinten Howard seconded. The roll-call vote was unanimous, and the motion carried.

Meeting adjourned.

Chairman's Signature

Director of Schools' Signature