June 22, 2020

McMinn County Board of Education
Board Workshop and Called Mtg.
Monday, June 22, 2020

The McMinn County Board of Education Budget Committee met at 4:30 p.m. immediately prior to the Board Workshop and Called meeting to review the proposed 2020/21 MCS budget.

BOARD WORKSHOP-5:00 p.m.

1. Review of McMinn County Schools Re-Opening Plan for the 2020/21 SY
DRAFT McMinn County Schools Plan for Reopening 2020/21

- **Those choosing to attend virtually must register online between 7/6/20 – 7/31/20.**
- **Registration for students choosing to attend regularly will be on 8/3/20.**
- **Classes begin 8/3/20 for all students.**
- **All Students will attend on a staggered schedule until 8/24/20.**
- **Classes begin virtually on 8/24/20.**
- **Safety protocols will be communicated and adhered to at all times.**
- **Conduct health self-check before leaving home.**
- **Buses run as normal with increased cleaning and hand sanitizer provided for students.**
- **Temperature will be checked prior to exiting personal vehicles. (Elementary)**
- **Temperature of bus riders and late arrivals will be taken upon entering the building (100 degrees or less required).**
- **Masks/face shield required for staff are highly recommended while in common areas (halls, cafeteria, gym, etc.) or within 6 feet of others.**
- **Student masks optional.**
- **Dine in the cafeteria with increased supervision and handwashing before and after.**
- **Virtual students meal pick-up locations will be provided.**
- **Respectful of individual's space.**
- **Wash hands and sanitize high contact areas frequently.**
- **No outside visitors during the school day.**
- **Isolation Room for those with illness.**
- **Self-Reporting Procedures for staff, families, and students who have been exposed or test positive.**
- **Recess with hand washing or sanitizing before and after recess.**
- **Switching between in-person attendance and virtual attendance can only be done at designated times.**
- **Extra-curricular and family engagement activities phased in as appropriate.**

STAGE 4
All Students Return to School (In-Person or Virtual)
Parents choose method of learning.
Students Attend in-person or virtually.

STAGE 3
50% of Students Attend in Person and Virtually on alternate Schedule
All Students alternate days in the building.
Possible for more strict group/gathering requirements

STAGE 2
Intermittent Periods of Remote Learning
To be used for short-term closures:

District-Wide, School Wide, Grade Cluster, classroom Level

STAGE 1

All Students Learn remotely
State Mandated Closures
Weather Related Closures

Mr. Parkison shared with the board a proposal for the return of students and staff for the 2020/21 school year. Mr. Parkison, along with Ms. Melasawn Knight, Elementary Supervisor, reviewed the plan with the board and the options with each phase and scenario. Mr. Parkison said at this time, the plan was to begin with Stage 4 which is all students and staff returning to brick and mortar with the option of virtual learning opportunities. Mr. Parkison also discussed the results of the return to school survey that was sent out to parents and staff members of their concerns with the start of the school year. Mr. Parkison stated there were over 1800 responses from parents which he felt was a very good response with some good questions being posed. He said the majority of parents are in support of schools returning in the fall.

Mr. Parkison also informed the board of a report provided to him by a local counsel of physicians with their suggestions and modifications with the start of the school year. He spoke of some of the suggestions being unreasonable within an educational setting, but stated he wanted to adhere to their medical recommendations as much as possible. He informed the board he would send out this information to each of them for their review. After much discussion regarding the re-opening plan, several board members questioned the need to make the use of masks for students and staffs “highly recommended” and not mandatory. Mr. Parkison said in the original plan, his instructional team proposed this and he changed it as it was better to enforce at the beginning and loosen the restrictions, if needed.

Mr. Parkison reviewed with the board the technology/virtual learning component and stated all of the re-opening plan and that our teachers have been offered the necessary Microsoft Teams training to be used for virtual classroom instruction. He said the plan will consist of a window of opportunity for each parent to determine whether their child will attend school physically or request to attend virtually. Mr. Parkison said they are also looking at expanding their internet to their school parking lots to allow students and parents the option of free internet for this purpose. He stated the school system had also purchased with some of the CARES Act money, several flash drives for the purpose of uploading lessons and virtual teaching for the students who do not have internet access at home.

Mr. Parkison discussed the recommendation of daily self assessment before sending students to school and the required temperature checks of students before entering the school buildings and buses. He said TEMA has reached out to school systems to assist with the purchase of touchless thermometers to have at our schools with each school principal being tasked with developing specific entry plans for their buildings. Mr. Parkison said each principal is looking at additional school entries to assist with getting students in the building more rapidly with the temperature monitoring.

Several board members questioned the extensive period of staggered scheduling with the current school calendar with Mr. Parkison’s proposal to include the first three weeks of instruction being affected. Several comments were generated stating they disagree with the length of the staggered scheduling and asked to review this by shortening the time frame. Mr. Parkison said they would look at this and would consider their recommendation. He did inform the board the staggered scheduling would consist of splitting the students into two groups with the groups reporting on altered days during that timeframe. Board members questioned if the schools would be working with families of students in multiple grades and schools which Mr. Parkison shared the principals were collaborating to assist with making this possible for family members.

2. MCS 2020/21 School Budget Update

Mr. Parkison informed the board of the Budget Committee meeting immediately prior to the workshop to approve his proposed budget worksheet with the 2020/21 school year.

CALLED BOARD MEETING-6:30 p.m.
Call to Order
Chairman Sharon Brown called the meeting to order and read the following statement:
Continuing with recommended COVID-19 precautions issued by Governor Bill Lee, the McMinn County Board of Education has resumed meeting as a governing body but will continue to provide electronic meeting access for the public. Information to access the meeting can be found on our school system website and MCS social media sites.

ROLL CALL

PRESENT	ABSENT
Tony Allman	Donna Cagle
Bill Irvin	
Mike Lowry	
Donna Casteel	
Quinten Howard	
Rob Shamblin	
Denise Cunningham	
Mike Cochran	
Chairman Brown	

AGENDA
1) PURCHASES
    Requisitions are contingent upon final approval of the ESSER Grant by the TDOE
2) BUDGET AMENDMENTS
3) ELINIMATION OF REDUCED-PRICE MEAL CHARGES
    Recommendation- Sarah Prince, School Nutrition Supervisor
4) McMinn County schools Re-Opening Plan for the 2020/21 SY
5) BUDGET COMMITTEE RECOMMENDATION
Adjourn

Meeting Access

Monday, June 22, 2020
4:30 PM - 7:30 PM (3 hours)
McMinn Board of Education
Click here to join

To call in, dial the number below:
+1 865-770-4715 United States, Knoxville (Toll)
Conference ID: 534 819 261#

1) Purchases

REQUISITIONS
CEV Multimedia, Ltd. $43,475
American Paper & Twine $49,997
Central Technologies, Inc. $683,100

Mr. Parkison stated these purchases are contingent upon final approval of our ESSER Grant by the TDOE. Mr. Parkison recommended the purchases for approval. A motion to approve was made by Mike Lowry, seconded by Quinten Howard. Chairman Brown asked for any discussion. Mike Cochran questioned the purchase of additional computers from Central Technologies and stated he is not a fan of putting computers in kids' hands. He said he understands the fears associated with COVID-19 and the need for alternative learning but fears if we bring these tools in, we will get dependent on them.

Rob Shamblin questioned Jill Pierce, CTO, as to what we were purchasing from Central Technologies?
Jill Pierce stated we were purchasing several refurbished computers and would be moving some of our high school computer labs down to the elementary schools. Ms. Pierce said by doing some re-arranging and with the purchase, we would have enough computers for all of our students in the event schools were shut down again. She said this does not include the purchase of iPads for some of our younger kids, but that eRate funding could provide options for us to purchase.

Chairman Brown asked for a roll call vote to approve the purchases as requested.

Roll Call Vote

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

Chairman Brown stated the motion passed with a vote of 9-0.

2) Budget Amendment-

FEDERAL PROJECTS #142, ATSI GRANT #725
To amend the budget for the ATSI-Additional Targeted Support and Improvement grant for FY 2019-20

Mr. Parkison recommended the budget amendment for approval. A motion to approve was made by Donna Casteel, seconded by Tony Allman. A voice vote was recorded. Motion carried by unanimous vote.

3) ELMINATION OF REDUCED- PRICE MEAL CHARGES

Mr. Parkison said he could not say enough about all she has done during our school closure period and the people she has fueled together with continuation of our school lunch program through this pandemic. Parkison said Ms. Prince and her staff are already preparing and working hard to get us ready for the fall with our number one priority is to feed the kids.

Ms. Prince informed the board that we piloted the elimination of reduced price meals last year. She said by not collecting charges for reduced price meals at the high schools did not have a measurable effect on the financial stability of school nutrition and with the COVID crisis and financial uncertainty, she recommended we waive this charge for the 2020/21 SY. She said students will still be required to complete the Free and Reduced application and go through the process. She said their status will still show as "reduced" but they will not be charged the $.40.

Mr. Parkison recommended the approval of the waiving of the charges. Chairman Brown asked or a motion. Quinten Howard made a motion to approved, seconded by Mike Lowry. Chairman Brown asked for any discussion. A voice vote was recorded. Motion carried by unanimous vote.

4) MCMINN COUNTY SCHOOLS RE-OPENING PLAN

(Insert one page document here)
Mr. Parkison distributed a one-page proposal with the reopening plans for the school system. Mr. Parkison, along with Elementary Supervisor, Ms. Melasawn Knight, reviewed the plan with the board and answered questions. Mr. Parkison said he would recommend this plan for approval with the caveat to adjust as we go as it could be subject to change with further direction from the state.

Chairman Brown asked the board to approve the school system's re-opening plan with the caveat for Mr. Parkison to adjust as needed. Mike Lowry made a motion to approve the recommendation, seconded by Quinten Howard. Chairman Brown asked for further discussion.

Rob Shamblin asked if this plan included the requirement for staff members to wear facial masks/coverings Mr. Parkison said it did originally. After some discussion of board members regarding mask requirements for students and staff, Mr. Shamblin made a motion to amend the current motion on the floor to include the verbiage regarding masks for teachers, staff, and students to be "highly recommended" and "encouraged" but not mandatory.

Chairman Brown asked for a second to amend the original motion. The motion was seconded by Mike Cochran. A voice vote was recorded. Amendment to the motion passed by unanimous vote.

Chairman Brown then referred to the original motion to approve the proposed re-opening plan for our schools. Chairman Brown asked for a voice vote to approve. A voice vote was recorded. Motion carried by unanimous vote.

5. BUDGET COMMITTEE RECOMMENDATION

		(2019/20)	**2020/21**			
Starting Growth					.	
	BEP Increase (May)	*321,000.00*				
	BEP June Estimate		(139,000.00)			
	Local Increase	*250,000*	0.00			
	PreK Funding Increase	*100,000*	35,000.00			
	Reduction of existing line items after review of historical figures	*133,160.00*				
	Employee salary differences	*102,633.00*	39,570.00			
	TCRS Rate Difference		75,000.00			
	Utrust (Unemployment Savings)		2,491.42			
	Position Absorptions		389,152.47			
	Total Estimated Growth	*906,793.00*	402,213.89			402,213.89

Salary Expenditures						
	Prof Step Increase			152,779.00		
	Pay Increase 1%				*245,758.00*	
	Addl Degrees			35,000.00		
	ESP Step Increase			33,972.00		
	Pay Increase 1%				*47,315.00*	
	PreK Assistance			25,000.00		
	Human Resource Assistance			23,650.23		
	Career and Industry Coordinator			10,972.00		
	Technology/Asst			30,051.00		
				311,424.23		(311,424.23)
Expenditures						
	Athens Insurance			11,000.00		
	Health Insurance Increase (2%)			92,972.00		
	HR Program Increase (4.62%)			1,754.66		
	Spec. Ed Deficit			185,096.00		
	Online Course Platform (Niswanger)			8,300.00		
	Technology (New Software)			44,330.00		
	SPED/Summer (Program)			27,337.00		
				370,789.66		(370,789.66)
	Cost of 1% Increase-option				*293,073.00*	
	Subtotal					(280,000.00)
	20/21 Textbook Allocation					280,000.00
	TOTAL:					0.00

Budget Committee Chairman, Quinten Howard, stated the committee met immediately prior to tonight's meeting and voted to approve the recommendation submitted by Director Parkison. Mr. Howard said Director Parkison presented a balanced budget to the committee and upon approval by the full board, he would present the balanced budget to the McMinn County Commission for approval.

Chairman Brown said the recommendation comes from the Budget Committee and asked for a second to the motion. The motion was seconded by Tony Allman. Chairman Brown asked for further discussion. A voice vote was recorded. Motion carried by unanimous vote.

Chairman Brown said this concluded our agenda for our called meeting and asked for a motion to adjourn. Motion to adjourn was made by Mike Lowry, seconded by Quinten Howard. A voice vote was recorded. Motion carried unanimously.

Meeting Adjourned.

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Signature of Director of Schools Signature of Board Chairman