MINUTES

BLEDSOE COUNTY BOARD OF EDUCATION

REGULAR MEETING

SEPTEMBER 9, 2021

The Bledsoe County Board of Education met in Regular Session on September 9, 2021, at 6:00 p.m. at Bledsoe County Middle School. The meeting was called to order by Co-Chairman Don Snow with seven members present.

Roll Call:

Mr. Andy Billingsley - Present via zoom

Mr. Vincent Boring - Present

Mr. Ben Farmer - Present

Mr. Jacob Frady - Present

Mrs. Carolyn Oakes - Present

Mr. Bron Reece - Present via zoom

Mr. Don Snow - Present

1. Election of Chairman and Co-Chairman.

Co-Chairman Mr. Don Snow opened the floor for nominations for Board Chairman.

Mr. Vincent Boring was nominated for Board Chairman by Mr. Farmer.

MOTION: Mr. Farmer SECOND: Mr. Snow

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

Co-Chairman Don Snow turned the meeting over to Chairman Boring.

Chairman Boring open the floor for nominations for Board Co-Chairman.

Mr. Reece nominated Mr. Don Snow for Board Co-Chairman.

MOTION: Mr. Reece SECOND: Mr. Boring

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Approval of the agenda.

Mr. Snow requested to table items #11 and #12 regarding textbooks. Mr. Snow stated that he would like for the textbooks to be thoroughly reviewed.

Mrs. Farrah Fields, Curriculum Supervisor, addressed the Board and stated that the textbooks had already been reviewed. The textbooks were part of the textbook review in 2017-18. The health book was not adopted at that time due to the Bledsoe County Middle School not having a health class, but that health has been added this school year.

Mrs. Fields stated that there was not an adequate amount of the Personal Finance textbooks and that she could not purchase the current textbook. The request is to purchase the Dave Ramsey version classroom sets. Mrs. Fields stated that all textbooks were available for review during the textbook adoption period.

Mr. Farmer questioned if we were currently operating the classrooms without a textbook. Mrs. Fields answered in the affirmative.

Mr. Billingsley stated with this much discussion he did not think these items should be tabled.

These items were not tabled.

Motion was to approve the agenda with the follow additions:

24b. Discussion of school bus driver daily hours.

24c. Discussion of plans for the Health and Wellness Facility.

MOTION: Mr. Reece SECOND: Mr. Snow

VOTE: Mr. Billingsley: AYE Mr. Boring: AYE Mr. Farmer: AYE Mr. Frady: AYE

Mrs. Oakes: AYE Mr. Reece: AYE Mr. Snow: AYE

Motion Passed

1. Approval of the minutes from the August 2, 2021 regular meeting, the August 16, 2021

special called meeting and the August 31, 2021 special called meeting of the Bledsoe

County Board of Education.

MOTION: Mr. Farmer SECOND: Mr. Frady

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Janice Ritchie, Finance Director, to approve monthly financial reports for the month ending June 30, 2021 and the corrected monthly reports for fund 156 Education Debt Service and 177 Education Capital Projects

MOTION: Mr. Billingsley SECOND: Mr. Farmer

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Janice Ritchie, Finance Director, for the approval of quarterly reports for the quarter ending June 30, 2021. and the corrected quarterly reports for fund 156 Education Debt Service and 177 Education Capital Projects

MOTION: Mr. Farmer SECOND: Mr. Snow

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Janice Ritchie, Finance Director, for the approval of summer camp budget amendments. Mrs. Ritchie informed the Board that the state had approved the amendments and has requested the Board approve the amendments also.

MOTION: Mr. Farmer SECOND: Mrs. Oakes

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Janice Ritchie, Finance Director, for the approval of budget amendment for Director of Schools salary and benefits. Mrs. Ritchie stated that this would be in the amount of $27,000.00 and would be taken out of Capital Outlay.

MOTION: Mr. Boring SECOND: Mr. Farmer

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Janice Ritchie, Finance Director, for the approval of insurance premiums for the 2022 plan year and the Boards contribution to the HSA for the 2022 year.

Mrs. Ritchie stated that the State of Tennessee has proposed a 2.5% increase in premiums for the 2022 year. The impact to the budget with the information that is known at this time would be approximately $38,000.00, but some of that would be recouped through the BEP formula.

HSA Contributions by the Board would be as follows:

Single Plan - $ 500.00

Employee + Children - $1,500.00

Employee + Spouse - $1,500.00

Family - $2,000.00

Motion to approve insurance premiums with the current shared percentages and the Board’s contribution to employee HSA accounts.

MOTION: Mr. Billingsley SECOND: Mr. Boring

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request to update supplement scale to include the Director of Schools for the administrative supplement that is currently set at fifteen percent of the state minimum base salary.

MOTION: Mr. Farmer SECOND: Mr. Boring

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Ms. Mary Melton, Bledsoe County High School Softball Coach, to address the Board to discuss field work for the softball field, softball uniforms, and equipment.

Mr. Melton informed the Board of drainage issues at the softball field, and the need for uniforms and equipment.

Mr. Reece made a motion to approve the purchase for uniforms for the BCHS softball team. which would include shirts, pants belts and socks.

MOTION: Mr. Reece SECOND: Mr. Frady

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

Motion was made by Mr. Frady to approve the purchase of equipment for the softball team.

MOTION: Mr. Frady SECOND: Mr. Farmer

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

Mr. Farmer made a motion to get a design by a professional licensed in the State of Tennessee, to draft a scope of work to opinion a probable cost to make the repairs or take under bid the repairs for the softball field.

MOTION: Mr. Farmer SECOND: Mr. Boring

VOTE: Mr. Billingsley: AYE Mr. Boring: AYE Mr. Farmer: AYE Mr. Frady: AYE

Mrs. Oakes: AYE Mr. Reece: AYE Mr. Snow: AYE

Note: Mr. Reece requested a Job Description for the Athletic Director

There was discussion on the need for an Athletic Budget.

Motion Passed

1. Request by Mrs. Farrah Fields, Supervisor of Instruction, to approval the adoption of Personal Finance curriculum. Mrs. Fields stated that in the future that all textbooks will be adopted during the textbooks adoptions year.

MOTION: Mr. Farmer SECOND: Mrs. Oakes

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Farrah Fields, Supervisor of Instruction, for the approval for the adoption of middle school health curriculum.

Motion was made by Mr. Snow to table this item until textbook could be reviewed.

MOTION: Mr. Snow SECOND: Mr. Reece

VOTE: Mr. Billingsley: NO Mr. Boring: YES Mr. Farmer: NO Mr. Frady: YES

Mrs. Oakes: NO Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Farrah Fields, Supervisor of Instruction, for the approval of MOU for AP Access for All.

Access for All will implement a sustainable program that provides access to online Advanced Placement Courses for students

MOTION: Mr. Boring SECOND: Mr. Reece

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Request by Mrs. Farrah Fields, Supervisor of Instruction, to update homebound policy #4.206 as presented by Mrs. Farrah Fields.

MOTION: Mr. Farmer SECOND: Mrs. Oakes

VOTE: Mr. Billingsley: AYE Mr. Boring: AYE Mr. Farmer: AYE Mr. Frady: AYE

Mrs. Oakes: AYE Mr. Reece: AYE Mr. Snow: AYE

Motion Passed

1. Recommendation of Tenure for the following teacher: Christina Brown

MOTION: Mrs. Oakes SECOND: Mr. Reece

VOTE: Mr. Billingsley: AYE Mr. Boring: AYE Mr. Farmer: AYE Mr. Frady: AYE

Mrs. Oakes: AYE Mr. Reece: AYE Mr. Snow: AYE

Motion Passed

1. Discussion of Graduation Ceremony Policy.

Mr. Frady made a motion to approve the Graduation Ceremony Policy as read.

Mr. Billingsley questioned what would happen if the message was not a message the school would condone? Mr. Billingsley felt this could be dangerous to allow this since the schools could not review the materials. Mr. Upchurch stated that was correct.

Mr. Frady and Mr. Reece withdrew their motions. This item was tabled until the October meeting to allow Mr. Upchurch to make revisions to the policy.

1. Discussion of current Director Evaluation. Director’s Evaluations are part of the Director’s permanent record. Mr. Boring stated there is criteria for the evaluation, if criteria is not meet, the evaluation will not count. Mr. Boring asked Mr. Upchurch if the evaluation is late would it be counted or would the Board vote to include the evaluation. Mr. Upchurch stated it could not be included at all. Item was remove from the Agenda
2. Request by Mr. James Ellis, Director of Schools, for discussion and establishment of compensation for the period of September 1, 2021 through September 14, 2021.

Mr. James Ellis, Director of Schools, requested that his compensation for the period of September 1, 2021 through September 14, 2021 be the same base pay compensation as the incoming Director of Schools for this period of time. This would be an increase of an estimated one thousand, eighty-four dollars ($1,084.00).

MOTION: Mr. Billingsley SECOND: Mr. Farmer

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: NO

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Approval of construction documents to advertise for bid.

After a lengthy discussion the following motion was made.

Motion was made to open bids on September 30, 2021 at a preference of Mr. Turner and the architect’s decision of time.

MOTION: Mr. Farmer SECOND: Mr. Snow

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: NO

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Discussion and action on a Covid-19 Leave policy # 5.3052.

This policy would allow up to ten days of paid leave for qualifying Covid reasons.

This policy will be retroactive to August 2, 2021 and expire on December 31, 2021.

This policy would be ten days per employee not per job.

MOTION: Mr. Boring SECOND: Mr. Frady

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Policy update as recommended by TSBA for the following:

Motion to approve as presented

Policy # 1.8011 – Emergency Closings

Policy # 3.205 - Security

Policy # 4.204 - Summer School – Insert on page 2, line 4 the current attendance

policy.

Policy # 6.202 - Home School

Policy # 6.300 - Code of Conduct

MOTION: Mr. Farmer SECOND: Mrs. Oakes

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: NO

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. Discussion of salary review. Mr. Boring informed the Board that TSBA is compiling information at this point from districts. This will be released in the near future.
2. Election of TSBA-TLN Board Representative.

Nominees:

Mr. Andy Billingsley

Mrs. Carolyn Oakes

MOTION: Mr. Boring SECOND: Mr. Reece

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

1. New Business.

24a. Request by Mrs. Dianne Campbell, Foodservice Director, for the approval of Staffing Retention

Proposal.

Mrs. Janice Ritchie, Finance Director, presented the plan as follows:

This would include a retention bonus in the amount of twelve hundred dollars ($1,200.00) to be

give in December and May for a total of twenty-four hundred dollars ($2,400.00) and a sign-on

bonus of six hundred dollars ($600.00) to be given in December and twelve hundred dollars

($1,200.00) to be given in May for a total of eighteen hundred dollars ($1,800.00).

MOTION: Mr. Reece SECOND: Mr. Farmer

VOTE: Mr. Billingsley: YES Mr. Boring: YES Mr. Farmer: YES Mr. Frady: YES

Mrs. Oakes: YES Mr. Reece: YES Mr. Snow: YES

Motion Passed

24b. Discussion of bus drivers daily hours. Mr. Turner stated that students can only be on schools

buses for ninety minutes according to state law. All routes are under ninety minutes. Mr. Turner

stated that drivers are paid for ninety minutes regardless of the length of the route. One hour a

day is allotted for pre-trip and post-trip inspections. That is a total of four hours per day. Bus

drivers would have to work at least five hours per day to qualify for health insurance. Mr. Turner

stated that it would be at the Boards discretion if they choose to add the additional hour and how

that would be structured.

Mr. Farmer suggested that Mr. Turner check with adjacent counties to compare what they are

doing on bus drivers.

Mr. Snow suggested that we survey the drivers about what is important to them.

Mr. Boring stated he would get with TSBA on the salary comparison and for Mr. Turner to

prepare for the October meeting the estimated cost of bring drivers up to the five hours and

estimated insurance cost.

24c. Discussion of the Health and Wellness Facility. Mr. Turner stated that we are waiting on the

approval from the state for the ESSER money, so if changes are needed before we got deeper

into design they wanted to know the budget. The plan has been submitted, but not approved.

Mr. Farmer questioned why we do not go ahead and start on the Project Information Sheets.

Mrs. Ritchie, Finance Director, stated that she was not sure that the State was going to approve

the plan as presented and they wanted clarification and approval that the facility was being

approved before we got to far into the process.

There was a lengthy discussion on the submission of project information sheets for all projects

for the system being presented to the Board in a timely manner.

Mr. Turner stated that project information sheet for the Health and Wellness Facility will be in the

Board packet for the October meeting.

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| MEETING | TIME | PLACE | Date |
| Planning Session | 5:30 p.m. | Bledsoe County Middle School | October 4, 2021 |
| Regular Meeting | 6:00 p.m. | Bledsoe County Middle School | October 4, 2021 |

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1. Adjourn.

MOTION: Mr. Reece SECOND: Mr. Oakes

VOTE: Mr. Billingsley: AYE Mr. Boring: AYE Mr. Farmer: AYE Mr. Frady: AYE

Mrs. Oakes: AYE Mr. Reece: AYE Mr. Snow: AYE