

MINUTES

Cheatham County Board of Education April 2, 2007

Call to order:

The Cheatham County Board of Education met in regular session on Monday, April 2, 2007, in the Board Room of the Educational Annex Building. Chairman Barry Breen called the meeting to order at 7:05 p.m. and asked Mr. Spiegl to lead the Pledge of Allegiance, following a moment of silence.

Roll call:

Present were Barry Breen, Susan Greer, Jackie Kemp, Dianne Proffitt, Chris Spiegl, and Rickey Thomas. The law requires a majority of the membership of the Board for passage; therefore, four votes are required to pass any question before the Board.

Approval of agenda:

Chairman Breen asked if any Board Member wished to make a change to the agenda. Hearing none, he entertained a motion. Thomas made a motion, seconded by Greer, and passed unanimously to approve the agenda as printed.

Public forum:

The Public Forum offers the public an opportunity to address the Board about various subjects. Breen specified that anyone wishing to address the Board must complete the Public Forum form prior to speaking. Chairman Breen introduced Norma Chatman. Ms. Chatman stated she was a teacher at Ashland City Elementary and a member of the textbook adoption committee for reading. She shared information regarding the reading series that was chosen by the committee and recommended to the Board for adoption. Director Seifert expressed thanks to the textbook adoption committee for their dedication.

Presentations and Awards:

1) Chairman Breen introduced the Cheatham Middle School chorus, under the direction of Lisa Benton, for their performance. CMS Principal Norris explained the many activities during their flex time, saying Ms. Benton practices with the chorus for twenty minutes, three days each week. Norris beamed that the chorus was a success to celebrate with the Board. Ms. Benton gave an itinerary of some of their past and upcoming performances. The chorus received a standing ovation from the overflow crowd following three beautiful and well-performed selections.

2) Chairman Breen reported the Sycamore High School Economics Challenge team won the State championship in the David Ricardo Division in Nashville on March 24, 2007. He asked SHS Principal Newton and Economics teacher/coach Brad Causey to explain the process of reaching this mark. Causey stated this was the only division in which the team could participate and outlined the steps. Causey specified each team member received a t-shirt, a

trophy, a \$500.00 savings bond, and an expense paid trip to Chicago to compete in the Midwest Regional Economics Challenge. Chairman Breen and Vice Chairman Greer presented certificates to: Kelly Stack, Laken Myers, Daniel Mayo (absent), Orval Chestnut (absent), and Brad Causey. The group received applause and best wishes for the Regional competition.

3) Breen asked each curriculum supervisor to present the 2006-2007 Cheatham County Teachers of the Year. Teachers of the year from each Cheatham County school will be honored at a luncheon on May 11th.

- Secondary supervisor Dr. Alvin Rose confirmed Jamie Wilson, a science teacher, department chairman, and head boys' basketball coach of Harpeth High School for six years, was named high school teacher of the year. Mr. Wilson was not present.
- Middle school supervisor Dianne Williams commented that well known and long time educator Belinda Winters was named middle school teacher of the year. She noted Winters, very active at Sycamore Middle School, has an excellent reputation as an educator, having taught previously at Pleasant View Elementary. She received a nice ovation.
- Elementary supervisor Kathy Adams proclaimed Kingston Springs Elementary teacher Patricia Shelton is the Cheatham County elementary teacher of the year. She noted Shelton has served on many county committees and has been asked to serve on State committees. Adams noted that Shelton was a great mentor to new teachers. She received a nice ovation.

Reports:

A) Transportation Committee Chairman Proffitt said minutes of the last meeting were included in the Board packet. The next meeting will be April 25th and the committee will be reviewing the corrections made to the handbook.

B) Drug Free Schools Committee Chairman Proffitt said the committee has worked on objectives for the K-9 protection services, school resource officers, and educating/training personnel.

C) Director Seifert stated the CCCHS project would go before the County Commission's Capitol Improvement committee this week, then to the April Commission meeting.

D) Director Seifert revealed the WCES construction project was at about seventeen percent completion.

Hearing of Delegations: None

Consent agenda:

Items are placed on the consent agenda that are routine and do not require discussion. Chairman Breen asked if there was an item on the Consent Agenda that any Board Member wished to pull for separate consideration. Hearing none, he entertained a motion. Greer made a motion, seconded by Proffitt, and carried unanimously to approve the consent agenda as presented.

A) Approval of minutes: March 5, 2007

B) Approval for tenure: None

C) Disposal of surplus equipment/materials:

1) SMS Principal Bell granted permission to dispose of the following out-dated or irreparable items: 150 books, 4 computers, 4 monitors, 3 printers, 1 TV, 20 computer programs, and 25 video cassettes

D) School fees:

E) Field trips:

1) SHS Principal Newton granted approval for an expense paid (airfare & hotel) trip to Chicago, Illinois for the SHS Economic Challenge team (4 students) and teacher/coach. The team won their State championship on March 24th and will be competing in the Midwest Regional Economics Challenge on April 23rd.

2) CCCHS Principal Leavitt granted permission for the CCCHS cheerleading team to attend Six Flags in Louisville on Good Friday, April 6th. This trip is to replace a cancelled competition that was scheduled for March 31st.

F) School/Principal request: None

G) Early graduation request: None

H) Committees: None

Budget and Finance:

A) Thomas made a motion, seconded by Greer to approve the budget amendments that are within a major category, requiring only Board approval. Proffitt expressed concern about the transportation amendment transferring funds from fuel expense to supplies and materials. Chairman Breen declared the motion passed, with Proffitt voting no.

B) Greer made a motion, seconded by Thomas and passed unanimously to approve the budget amendments that are between major categories. Proffitt questioned the amendment for food service equipment. The Sycamore High equipment will be upgraded for high school level students and all cafeterias are getting new computers. Breen declared the motion passed unanimously. These amendments will be sent to the County Commission for approval.

Old Business: None

New Business:

A) Proffitt made a motion, seconded by Kemp, and carried unanimously to revise, on **first reading**, Board Policy 1.600, Policy Development and Adoption.

B) Kemp made a motion, seconded by Proffitt, and passed unanimously to revise, on **first reading**, Board Policy 4.2091, Credit Recovery. This revision will make the policy generic and not software specific.

C) Spiegl made a motion, seconded by Proffitt, and carried unanimously to revise, on **first reading**, Board Policy 4.603, Promotion and Retention. This revision would be effective with the class of 2011, requiring twelfth graders to take a math course – for a total of four math credits.

D) Thomas made a motion, seconded by Kemp, and carried unanimously to approve the funds for purchase of reading textbooks as recommended by the Textbook Adoption Committee. The Scott Foresman series will be the selection for purchase during the next six years. Greer thanked the committee for their work and the presentation at the Board work session. Proffitt said she was pleased all reading levels were covered, including a section for higher learners. Breen noted that textbook adoption is a long, rigorous process.

E) Chairman Breen stated the Board Members have been in the process of evaluating the Director since February 25th in accordance with the Director of Schools contract. Each year, by that date, the Director must provide a self-assessment on all categories of responsibility to the Chairman, which is distributed to Board Members. The Board Members have two weeks to complete an assessment document that consist of fifty-seven items in six categories – rating on a scale of one to five, with five being the best score and three being a satisfactory score. Those documents were completed and given to the Chairman. Breen compiled those scores, saying they were available, subsequent to this meeting, and revealed the Board Member average scores as follows:

Section 1 – Organizational Management	4.007
Section 2 – Fiscal/Business Management	3.933
Section 3 – Program Development & Follow Through	3.979
Section 4 – Relationship with Board	4.127
Section 5 – Long Range/Strategic Planning	3.917
Section 6 – Intergovernmental/Community Relations	4.131
Section 7 – Professional/Personal Development (Leadership)	4.083
Overall Board Member Averaged Rating	4.025

Breen said in accordance with the Director's contract, when the score is satisfactory or above, and not below satisfactory in any area – the Director will receive the State's cost of living increase. Additionally, the Board may award a merit increase to the Director's using the following formula. If no category is below average, the Board looks at the overall score (4.025) and compares to the maximum (5.0). Divide 5 into that – about 80%, and multiply that by 3%, and that is the merit increase the Director is entitled to based upon the Director's overall performance. Breen stated the copulations were available, with each Board Member's score shown in the computations.

Chairman Breen stated the Board must ratify that the process was correctly followed as evidenced by each Board Member's score. Breen said he submitted the evaluation for ratification and approval, and then entertained a motion. Greer made a motion, seconded by Thomas to ratify the Director's evaluation process was followed – with an overall score of 4.025. Spiegl thanked and expressed appreciation to Chairman Breen for putting the

paperwork together, making the process flow in a smooth manner, and coordinating schedules for all the meetings. Breen noted that each Board Member had personal feedback with the Director, one on one, in his presence for one to two hours reviewing their assessment and making suggestions. Following a voice vote, Breen declared the motion passed unanimously.

Other Business:

Breen announced the following meetings:

- April 10th – Drug Free Schools
- April 23rd – Work Session at 6:00 p.m.
- April 25th - Transportation meeting at 4:00 p.m.

Breen announced that Director Seifert and several Board Members would attend the National School Board Association meeting April 13th – 16th. He reported the district would be giving a presentation to the other US districts on Student Disciplinary Hearings.

Breen announced a public budget meeting on April 12th at Kingston Springs Elementary and on April 24th at Pegram Elementary. The meetings will begin at 6:30 p.m.

Chairman Breen congratulated and thanked three employees who are retiring at the end of the school year:

- Martha Hall, ESL teacher, following thirty-six years of service
- Carolyn Majors, PVE teacher, following thirty-two years of service
- Marie Boyd, school nutrition payables and payroll clerk, following thirty-three years of service

There being no further business to come before the Board, Breen dismissed the meeting at 8:12 p.m.

Submitted by
Carol F. Cannon

Barry E. Breen, Board Chairman

Lynn E. Seifert, Director of Schools