

**BARTLETT CITY BOARD OF EDUCATION  
BUSINESS MEETING MINUTES  
Thursday, July 23, 2015**

Bartlett City Hall-Council Chambers  
6400 Stage Road, Bartlett  
7:00 PM

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Superintendent Stephens said a prayer and led the Pledge of Allegiance.

**CALL TO ORDER & ROLL CALL**

**\*\*\* Official Business of the Day \*\*\***

Chairman Jeff Norris called the meeting to order at 7:00 p.m. The following Board Members were present:

Ms. Erin Berry  
Mr. David Cook  
Mrs. Shirley Jackson  
Mr. Jeff Norris

Absent Board Member:

Mr. Bryan Woodruff

**SPECIAL PRESENTATIONS**

No presentations.

**PUBLIC COMMENT**

No comment.

**APPROVAL OF AGENDA**

Mr. Jeff Norris made the motion to add the BCS Board Meeting Schedule as #8 under New Board Business. Ms. Erin Berry seconded the motion. The Board responded with all ayes. Mr. Jeff Norris made the motion to approve the revised agenda. Ms. Erin Berry seconded the motion. The Board responded with all ayes and the revised agenda was approved.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**June 25, 2015 Board Business Meeting Minutes**

Ms. Erin Berry made the motion to approve the June 25, 2015 Business Meeting Minutes. Mr. David Cook seconded the motion. All Board Members responded aye and the Minutes were approved.

**REPORTS**

**Chairman's Report**

Reminder to let the Board Secretary know if you want to attend the TSBA Fall District Meeting or Annual Convention.

### Superintendent's Report

- ESEA (Accountability) waiver submitted by the State has been approved. Information is included in your packet and we will share more as it is received.
- I met with principals individually this week to discuss the previous year and look at their plans for their school for the upcoming year.
- Meet the Panther Night is August 8th at the HS football stadium at 6:00 p.m.
- We will be sending information out regarding the ribbon cutting for the new BHS lobby, auditorium and main office renovations.
- Our clinics are making progress. The health trust board is holding their quarterly meeting tomorrow. The tentative openings of the clinics are projected for late October.
- B Ready Day is August 4th and we are excited about how well online registration is going.
- I have a lot of back to school media interviews that will be taking place.
  - Tomorrow, July 24th I am doing a Bartlett FYI taping at Bartlett Elementary
  - July 30th WKNO Behind the Headlines
  - July 31st WMC Back to School Interview
  - July 31st Live interview KWAM AM 990 at 3:15 p.m.
- The BCS System Wide Address will be held on August 7th at 8:30 a.m. at the Bartlett Baptist Church. We want all of the Board Members to attend. We are thankful and appreciate Bartlett Baptist Church staff allowing us to use their facility because there is not another building in the city, other than a church, that will hold our 900 or so employees. They have been a great partner and with the size of our district it is really hard to find a place. They have been very gracious to allow us to use their facility without a charge.
- Human Resources update - We are fully staffed.
- We recently sent out the staff In-Service schedule with attachments for your information so you could see when we bring the administrators in and when we bring in the teachers.
- First Day of School is August 10th!

### General Counsel's Report

No report.

### VIII.D. Tennessee Legislative Network (TLN) Representative Report

No report.

### Financial Report

The June 2015-2016 Monthly Financial Report was accepted by the Board. It is not a voting item.

### UNFINISHED BOARD BUSINESS

#### Policy 5028: Vacations and Holidays - REVISED SECOND READING

**Motion Passed:** The Second Reading of Policy 5028: Vacations and Holidays as Revised passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

### BOARD ACTION ITEMS

Mr. Jeff Norris pulled Policy 1019 from the Consent Agenda and moved it to #9 under New Board Business.

**Consent Agenda**

1. Advanced Placement Course Offerings 2015-2016 Bartlett High School
2. Contract for Audiological Services
3. Apple Lease
4. POLICY 6031: Alternative School Programs - REVISED/First Reading
5. Memorandum of Understanding between the TN Department of Education and BCS for Coordinated School Health Project
6. Voluntary Pre-K Application 2015-2016 to Shelby County Education Foundation (SCEF)
7. Resolution 3-1 Amend General Fund Budget and Establish Education Capital Projects Fund
8. Resolution 3-2 Establish Occupational Safety and Health Program (TOSHA) Plan

**Motion Passed:** The Consent Agenda passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**New Board Business**

**Memorandum of Understanding (MOU) Apple**

**Motion Passed:** The Memorandum of Understanding (MOU) Apple passed with a motion by Ms. Erin Berry and a second by Mr. David Cook.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**Memorandum of Understanding (MOU) Title I**

**Motion Passed:** Memorandum of Understanding (MOU) Title I passed with a motion by Mr. David Cook and a second by Mr. Jeff Norris.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**Memorandum of Agreement (MOA) Dental Program with Shelby County Health Department**

**Motion Passed:** The Memorandum of Agreement (MOA) Dental Program with Shelby County Health Department passed with a motion by Ms. Erin Berry and a second by Mrs. Shirley Jackson.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**Business Association Agreement (BAA) Dental Program with Shelby County Health Department**

**Motion Passed:** The Business Association Agreement (BAA) Dental Program with Shelby County Health Department passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**School Nutrition Program Compliance**

**Motion Passed:** The School Nutrition Program Compliance (First and Second Documents) passed with a motion by Mrs. Shirley Jackson and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**Student Insurance Program Policy**

Mr. Jeff Norris made a motion to suspend the Board policy and approve the Student Insurance Program Policy #3024 and Policy #1019 Tobacco-Free Schools on First Reading. Mr. David Cook seconded the motion. All Board Members responded aye.

**Motion Passed:** The Student Insurance Program Policy #3024 as approved on one reading passed with a motion by Mr. Jeff Norris and a second by Mr. David Cook.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**Nomination of two Board Members to serve as Trustees on the BCS Sick Leave Bank Committee of Trustees**

Mr. Jeff Norris nominated Mrs. Shirley Jackson to serve as a Trustee on the BCS Sick Leave Bank. Mrs. Shirley Jackson seconded the motion and accepted the nomination. Mr. David Cook nominated Ms. Erin Berry to serve as a Trustee on the BCS Sick Leave Bank. Ms. Erin Berry seconded the motion and accepted the nomination.

**Motion Passed:** The Nomination of two Board Members, Mrs. Shirley Jackson and Ms. Erin Berry as Trustees on the BCS Sick Leave Bank Committee of Trustees passed with a motion by Mr. Jeff Norris and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**2015-2016 Board Member Meeting Schedule Revised**

**Motion Passed:** The 2015-2016 Board Member Meeting Schedule as Revised passed with a motion by Mr. Jeff Norris and a second by Mrs. Shirley Jackson.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**POLICY 1019: Tobacco-Free Schools REVISED/First Reading**

**Subsidiary Motion Passed:** Recommendation that Paragraph 4 of POLICY 1019: Tobacco-Free Schools REVISED/First Reading be amended as follows: Any student who possesses tobacco or tobacco products, including smokeless tobacco, electronic cigarettes, and personal vaporizers, shall be issued a citation by the school principal or resource officer passed with a motion by Mr. Jeff Norris and a second by Mr. David Cook.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**Subsidiary Motion Passed:** Recommendation that Paragraph 3 of POLICY 1019: Tobacco-Free Schools REVISED/First Reading be amended as follows: District employees and students enrolled in Bartlett City Schools will not be permitted to use tobacco or tobacco products, including smokeless tobacco, electronic cigarettes, and personal vaporizers, while they are participants in any class or activity in which they represent the District passed with a motion by Mr. David Cook and a second by Mr. Jeff Norris.

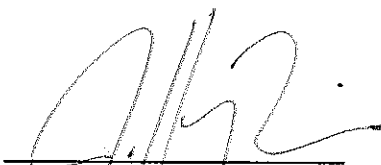
Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent


**Motion Passed:** The First Reading of POLICY 1019: Tobacco-Free Schools REVISED as amended passed with a motion by Mr. David Cook and a second by Ms. Erin Berry.

Ms. Erin Berry	Yes
Mr. David Cook	Yes
Mrs. Shirley Jackson	Yes
Mr. Jeff Norris	Yes
Mr. Bryan Woodruff	Absent

**ADJOURNMENT**

Meeting adjourned at 7:40 p.m.

  
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Jeff Norris  
Chairman

  
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David A. Stephens  
Superintendent