

**MINUTES OF THE MANCHESTER BOARD OF EDUCATION
REGULAR BOARD MEETING
ADMINISTRATIVE BUILDING-BOARD ROOM
JULY 9, 2007 – 4:30 PM**

The Manchester Board of Education met in Regular Session, July 9, 2007 at the Administrative Building with Chairman, Mr. Billy Butler presiding.

Board Members Present: Billy Butler Lisa Gregory Carolyn Davidson
 Susan Wood Bob Bellamy Mark Williams
 John Mayberry Prater Powell

MCS Employees: Gary Dyer Joey Vaughn
 Lisa Yates David White
 Anita Brewer

MEETING CALLED TO ORDER

Mr. Billy Butler, Chairman called the meeting to order at 4:30 p.m. and visitors were welcomed.

APPROVAL OF ACCEPTANCE OF MINUTES

Mr. John Mayberry moved to accept the Minutes of June 11, 2007, seconded by Ms. Susan Wood. Motion carried.

APPROVAL OF AGENDA

Mr. Bob Bellamy moved to approve the Agenda, seconded by Ms. Lisa Gregory. Motion carried.

AWARDS AND HONORS

Recognition of Completion of Leadership Academy

Ms. Connie Morris, Food Service Supervisor was recognized for successfully completing the 2006-2007 Leadership Academy.

BOARD/DIRECTOR DISCUSSION

Approval for the Director of Schools to Participate in Executive Development and CEO Leadership

Dr. Powell recommended that the Board approve the Director of Schools to participate in the 2007-2008 Tennessee Executive Development Program for Public School Leaders and CEO Leadership Institutes. Ms. Lisa Gregory made a motion, seconded by Ms. Susan Wood. Motion carried.

Approval on Policies for Second/Final Reading

The following policies were approved on First Reading at the June 11, 2007 Regular Meeting. Dr. Powell recommended that these policies be approved on Second and Final Reading. Ms. Susan Wood made a motion, seconded by Mr. John Mayberry. Motion carried.

Code:	Policy:	Status:
1.600	Policy Development, Adoption & Distribution	Revision
1.6001	Policy Dissemination	Delete part of 1.600
3.600	Annuities	Revisions
5.307	Physical Assault Leave	Revisions
5.308	Sabbatical Leave	Revisions
5.309	Legislative Leave	Revisions
5.402	Hepatitis B (HBV)	Revisions
5.403	Drug & Alcohol Testing	Revisions
5.501	Complaints and Grievances	Revisions
5.5011	Discrimination Grievance Procedure	Delete part of 5.501
5.502	Complaints About School Personnel	Revisions

5.503	Discrimination/Harassment of Employee (Sexual, Racial, Ethnic, Religious)	Renumbered to 5.500
5.600	Staff Rights and Responsibilities	Revisions
5.602	Time Schedules and Extra Duty	Revisions

Approval of Policies on First Reading

Dr. Powell recommended that the following Policies be approved on First Reading. Ms. Susan Wood made a motion, seconded by Mr. John Mayberry. Motion passed.

Revisions

2.702	Inventories
3.202	Emergency Preparedness Plan
3.205	Security
5.603	Staff Meetings
5.607	Non-School Employment
5.701	Substitute Teachers (also renumbered from 5.702)
5.904	Bargaining Progress Reporting
6.200	Attendance

New

5.609	Consultants
6.412	Emergency Allergy Response Plan

Renumbered

5.6071	Tutoring for Pay (renumbered to 5.608)
5.701	Instructional Assistants (renumbered to 5.704)
5.703	Student Teachers (renumbered to 5.702)
5.704	Substitute (renumbered to 5.703)

Declaration of Surplus Items

The following items have been declared surplus due to salvage, obsolete and/or beyond repair and valued less than \$250.00. Dr. Powell recommended that the Board declare this items surplus so that they may be removed from inventory. Ms. Lisa Gregory made a motion, seconded by Mr. John Mayberry. Motion carried.

Item:	Bldg.:	Reason:	Property ID #:
Cross Cut Shredder	WJH/SPED	Beyond Repair	07983
Blue Desk Chair	C.O. (EIS Clerk)	Beyond Repair	05751

NEW BUSINESS

Consideration of Approval of the 200 Day Accountability Report

Dr. Powell recommended that the Board approve the 200 Day Accountability Report to be submitted to our Regional Office. Mr. Bob Bellamy made a motion, seconded by Ms. Lisa Gregory. Motion carried.

Approval of Contractual Agreement between TOP Rehab and Manchester City Schools

Dr. Powell recommended for approval the Contractual Agreement between the Manchester City Schools and TOP Rehab for Occupational Therapy. Ms. Susan Wood made a motion, seconded by Mr. Bob Bellamy.

The Contractor agrees to perform the following services:

- Provide Occupational Therapy evaluations to children
- Participate in interdisciplinary group meetings on children
- Provide consultation to teachers, parents, and staff regarding OT functioning and the IEP needs
- Services available Monday through Friday

Rate of compensation for services shall be \$60 per hour including delivery of OT services/evaluations, report writing, consultations, attendance in scheduled meetings and documentation time. Payment will be monthly.

The term of this contract shall be August 2, 2007 to May 23, 2008.

This contract may be terminated by either party by giving written notice to the other at least thirty (30) days before the effective date of termination.

Approval of Contractual Agreement between the Manchester City Schools and Clay Dyer for Physical Therapy

Dr. Powell recommended that the Board approve the Contractual Agreement between the Manchester City Schools and Clay Dyer for providing Physical Therapy services. Mr. Mayberry made a motion, seconded by Ms. Susan Wood. Motion carried.

The Contractor agrees to perform the following services:

- Assessment of child's functioning and recommendations
- Compilation of all assessment results
- Written reports which conform to the system's standards
- Participate in interdisciplinary group meetings
- Provide consultation to teachers, parents, and staff regarding PT functioning and the IEP needs
- Services will be available Monday through Friday

Rate of compensation for services shall be \$67 per hour including delivery of PT services/evaluations, report writing, consultations, attendance in scheduled meetings and documentation time. Also, 44.5 cents per mile for travel time will be reimbursed. Payments will be made monthly.

The term of this contract shall be August 2, 2007 to May 23, 2008.

This contract may be terminated by either party by giving written notice to the other at least thirty (30) days before the effective date of termination.

Approval of the 2007-2008 Handbook for Parents, Teachers and Students

Dr. Powell recommended that the Board approve the 2007-2008 Handbook for parents, teachers and students. If there are any minor changes by the administrative team, the Board gave permission to change without a Board Meeting (major changes will require a Board Meeting). Ms. Susan Wood made a motion, seconded by Lisa Gregory. Motion carried.

BUSINESS TRANSACTION

Approval to Purchase Computers from the Internet

The Manchester City Board of Education was accepting bids for the purchase of new and/or refurbished computers for the 2007-2008 school year. The bid advertisement was published in the Manchester Times, The Saturday Independent and The Shopper. The deadline was July 5, 2007 at 10:00 a.m. No bids were received. Bid Document attached. Dr. Powell recommend that the Board approve Mr. Gary Dyer and Mr. Bill Holt to get the best prices from the Internet on new and/or refurbished computers for the 2007-2008 school year. Mr. John Mayberry made a motion, seconded by Mr. Bob Bellamy. Motion carried.

Other Business

Code of Ethics – City Hall

If a Board Member receives a gift of \$25 or more, a form must be completed and turn in to central office and we will get form to city hall. Mark Williams will talk to Alec Garland about employees.

PERSONNEL ACTIONS

Announcement of Resignation, New Hires, and Transfers

Resignations

<u>Name:</u>	<u>Position</u>	<u>Bldg:</u>	<u>Status:</u>	<u>Effective:</u>
Diane Shelton	Aide SPED	WES	P.T.	June 2007
Kim Roepke	Teacher	WES	F.T.	June 2007

New Hires

<u>Name:</u>	<u>Position</u>	<u>Bldg:</u>	<u>Status:</u>	<u>Vacated By:</u>
Joey Vaughn	Administrator	C.O.	F.T.	Pat Barton
Dustin Hereford	Teacher Reg.	CSE	F.T.	David White
Sandra Jarrell	Custodian	CSE	P.T.	Shirley Landers
Soozie Fugerer	Teacher Art	WES	F.T.	New Position
Amy Chance	Teacher Reg.	WES	F.T.	Kim Roepke
Amy Morris	Teacher SPED	WES	F.T.	New Position
Heather Famularo	Teacher SPED	WJH	F.T.	Gwen Davis
Kevin Carter	Teacher SPED	WJH	F.T.	Billie Jernigan
David Muckle	Teacher SPED	WJH	F.T.	James Elliott (Interim)
Marcella Hutchings	Teacher SPED	WJH	F.T.	Jonathan Oliver
Laura Milan	Aide SPED	WJH	P.T.	Abbigail Lowery
Lynn Duncan	Aide SPED	WJH	P.T.	Debora Koziol
Melissa Leedy	Aide Library	WES	P.T.	Stephanie Frizzell
Karen Bunting	Aide SPED	WES	P.T.	Diane Shelton
Laura Hughes	Teacher Gifted	DIST.	P.T.	Carmen Morrell
Steven Sipe	Tech. Asst.	DIST.	F.T.	New Position

Transfers

<u>Name:</u>	<u>Position:</u>	<u>Bldg:</u>	<u>Status:</u>	<u>Vacated By:</u>
Stacey Dotson	EIS Clerk	C.O.	F.T.	Colene Cutshaw
Pam Fleenor	Bookkeeper/Sec.	WJH	F.T.	Stacey Dotson
Sheryl Davidson	Computer Lab	WJH	F.T.	Pam Fleenor
Regina Watts	Attend./Office	WJH	P.T.	Sheryl Davidson

FUTURE MEETINGS

TSBA Annual Summer Law Institute will be held in Gatlinburg, July 19-21.

The next Regular Meeting will be August 13, 2007 at 4:30 p.m. at the Administrative Building.

Dates of Interest

July 30, 2007	Inservice and "Kick-Off" Breakfast for 2007-2008 SY (7:30 a.m.) at the conference center
August 2, 2007	Abbreviated Day for Students (8:00-9:00 a.m.)
August 6, 2007	First Full Day for Students

ADJOURNMENT

The meeting adjourned at 5:08 p.m.