



**Morgan County Schools Board of Education Regular Meeting
July 12, 2010 6:30 PM
Central Office**

1. **Prayer**
2. **Pledge**
3. **"Good News" - Leadership Retreat; UTK New Administrator Leadership Institute; PD360**
4. **Agenda**
5. **MCEA**
6. **Audience Participation**
7. **Consent Agenda**
 - A. Approval of Minutes-Regular Meeting June 7, 2010; Special Meeting-June 17,2010
 - B. Workshop-July 26, 2010, 6:30 p.m. @ Central Office
 - C. Regular Board Meeting, August 2, 2010, 6:30 p.m. @ Central Office
8. **Teacher Incentive Fund (Statement of Interest Submitted)**
9. **2010-11-Budget Discussion**
10. **Facility Needs for Maintenance and Transportation Departments**
11. **Update on Race to the Top (RTTT) Application**
12. **Update on Coalfield Roof Repairs**
13. **Approval of Bids-Truck for Maintenance and Transportation Departments**
14. **Approval for MCCTC to apply for ARC Grant (\$75,000) for Green Projects**
15. **Discussion of new CTE Program-Computer Repair Program (Computer Operating Systems and Hardware)**
16. **Approval of Food Bids for School Nutrition Program**
17. **City of Wartburg Request for Surplus Vehicles**
18. **Approval of Central High campus addition - Concessions Building at Softball Field**

19. Approve Job Descriptions

- A. RTTT-Instructional Technology Coach (2nd reading)
- B. RTTT-Academic Coaches (2nd reading)
- C. Director of Federal Programs and Special Projects (2nd reading)
- D. Elementary Supervisor (PreK-5) of Instruction (2nd reading)
- E. CGBC-Supervisor of Student Services (1st reading)
- F. CGBA-Assistant Director-Secondary Supervisor (6-12)(1st reading)
- G. CBGO-Supervisor of Coordinated School Health (1st reading)

20. Policy Revisions - Administrative Procedures

- A. JGHA-Student Wellness Policy (2nd reading)
- B. Approval of Diastat Training for Unlicensed Staff (2nd reading)
- C. Consideration of School Board Support for Student Participation in Academic Competitions
- D. Discussion of changes to Employee Handbook for 2010-11 (Schedules, hours, work expectations)

21. Discussion of Board Self-Evaluation (Goals for Improvement)

22. Discussion of Summary - TSBA Planning: A Joint Venture

23. Director's Performance Contract Report/Announcements

- A. Annual School Board Agenda (Workshops at Schools?)
- B. Monthly Financial Report
- C. Performance Objectives for 2010-11
- D. Schedule Revisions - Protecting Instructional Time
- E. UTK New Administrator Leadership Institute
- F. PD 360-On-line Professional Development
- G. AESOP Program - Management of Substitute Teachers
- H. In-Service & Staff Development 2010-11
- I. TSBA Summer Law Institute (July 30-21 - Gatlinburg); Legislative Conference-July 29
- J. TSBA Fall District Meeting-Madisonville Primary School (Monroe County)-Sept. 21
- K. TSBA Annual Convention - Nov. 14-16 Nashville Renaissance Hotel and Convention Center

24. Adjourn

- A. Workshop-July 26, 2010-6:30 p.m. @ Central Office
- B. Regular Board Meeting, August 2, 2010, 6:30 p.m. @ Central Office

Morgan County school gets wind turbine

By Mike Blackerby

Sunday, June 20, 2010

Ronnie Trout acknowledges that we're still years away from having wind turbines and solar panels in backyards throughout East Tennessee.

But the work being done by Trout's students at the Morgan County Career and Technical Center in Wartburg could expedite the development of renewable energy technology in the area.

The technical school, which has already completed several green energy projects involving wind and solar power sources, was recently awarded a 500-watt wind turbine by A-Wing International of Japan.

Trout said the development of technology for the practical implementation of wind and solar power is still in its infancy as the U.S. tries to wean itself from coal- and oil-fueled energy sources.

"What we're doing is on the cutting edge - we're the leading school in the state in green power," said Trout, who teaches welding at the technical school.

"The U.S. is planning on 20 percent of its power coming from wind and solar energy by 2030. Right now, I'd say it's less than 1 percent," he said.

Students will construct and erect the A-Wing turbine this fall next to the two other operational wind turbines at the school.

The turbine, which will be perched atop a 105-foot tower when completed, will be the first from A-Wing International to be operated in the United States.

The school is partnering with the Southern Alliance for Clean Energy, Tennessee Tech University and the Appalachian Regional Commission on the project.

Trout said A-Wing officials opted to donate the turbine after recently touring the school and researching its track record of working with wind and solar power projects.

Trout said about 200 of his students, who attend high school in Wartburg, Coalfield, Sunbright and Oakdale, will be involved in getting the wind turbine up and running.

Students will perform tasks ranging from machining to math to carpentry while working on the project.

"We design, fabricate and install them," Trout said. "I go through a lot of teaching lessons. There's a lot of geometry and physics involved. We're teaching kids a trade in something that is up and coming."

Once the wind turbine is operational, the school will collect feedback from a data logger, see how much energy it is able to generate and send the information back to A-Wing International.

Trout said the attention gleaned by the school from its involvement in green energy projects has fostered a sense of pride among his students.

"Everything we've done has generated a lot of talk in the county - everything is very positive," said Trout.

"To be foremost and out in front of something like this for a school in Morgan County is exciting."

Mike Blackerby is a freelance contributor to the News Sentinel.



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MORGAN COUNTY SCHOOLS
Wartburg, Tennessee
MORGAN COUNTY BOARD OF EDUCATION
REGULAR MEETING – June 7, 2010
Conference Room – Central Office
6:30 p.m.

MEMBERS PRESENT: Terry Armes, Randy Harlan, Glen Moore, Louise Coleman, Wendy Collins, Jim Rivers

1. Director of Schools Evaluation – Consideration of Contract Extension
After a discussion and review of the Director’s annual evaluation, a motion was made by Jim Rivers to enter into a contract with the director for four years. Seconded by Wendy Collins.

Roll Call

Jim Rivers	Yes
Wendy Collins	Yes
Glen Moore	Yes
Louise Coleman	Yes
Randy Harlan	No
Terry Armes	Yes

Motion Carried

2. Prayer
3. Pledge
4. “Good News” – Fresh Fruit & Vegetable Program (Petros Joyner – 2010-11); Donation of windmill to MCCTC by A-Wing International
5. Agenda

Motion was made by Mr. Jim Rivers to approve agenda. Seconded by Mr. Harlan

Motion Carried

6. MCEA
Margaret Morgan, MCEA President, presented a summary to the Board concerning the vote totals for the contract revisions for insurance incentive and after and before school meetings for staff members. Also, Ms. Morgan asked that the School Board consider extending the insurance incentive to retirees from the 2009-10 school year. Mr. Armes and Mr. Harlan questioned the legality concerning this request and suggested Mr. Diden seek a legal opinion.
7. Audience Participation
8. Consent Agenda
 - a. Approval of Minutes
 - b. Workshop – Monday, June 28, 6:30 p.m. @ Central Office
 - c. Regular Board Meeting, July 12, 2010, 6:30 p.m. @ Central Office

**Motion was made by Wendy Collins to approve consent agenda as presented.
Seconded by Louise Coleman.**

Motion Carried

9. Ratify Negotiated Agreement with MCEA

Motion was made by Randy Harlan to approve the MCEA Agreement for 2010-2011. Seconded by Jim Rivers

Motion Carried

10. Budget Amendments

**Motion was made by Randy Harlan to approve Budget Amendments No. 97-122.
Seconded by Jim Rivers.**

Roll Call

Terry Armes	Yes
Louise Coleman	Yes
Wendy Collins	Yes
Randy Harlan	Yes
Glen Moore	Yes
Jim Rivers	Yes

Motion Carried

**Morgan County Board of Education
Food Service - 143
June 7, 2010
Budget Amendment #97**

Debit: (Decrease)		
143-73100-165	(Cafeteria Personnel)	\$29,000.00
143-73100-201	(Social Security)	\$2,000.00
143-73100-204	(State Retirement)	\$2,100.00
143-73100-206	(Life Insurance)	\$50.00
143-73100-212	(Employer Medicare)	\$600.00
143-73100-451	(Uniforms)	<u>\$200.00</u>
	Total:	\$33,950.00
Credit: (Increase)		
143-73300-169	(Part-Time Personnel)	\$29,000.00
143-73300-201	(Social Security)	\$2,000.00
143-73300-204	(State Retirement)	\$2,100.00
143-73300-206	(Life Insurance)	\$50.00
143-73300-212	(Employer Medicare)	\$600.00
143-73300-355	(Travel)	<u>\$200.00</u>
	Total:	\$33,950.00

Explanation:

Transfer into Community Service line items for Summer Feeding Program.

Morgan County Board of Education

**Food Service - 143
June 7, 2010
Budget Amendment #98**

Debit: (Decrease)		
143-39000	(Undesignated Funds)	\$6,000.00
Credit: (Increase)		
143-73100-710	(Food Service Equipment)	\$6,000.00

Explanation:

Transfer of funds held in reserve for Convection Steamers, Skillet, Filter System equipment for Central High, Coalfield, Oakdale, and Sunbright Schools – increase in prices (part of the Excess Balance Plan).

**Morgan County Board of Education
Family Resource
June 7, 2010
Budget Amendment #99**

Debit: (Decrease)		
73400-599-0319		\$350.00
Credit: (Increase)		
73400-212-0319		\$100.00
73400-201-0319		\$100.00
73400-204-0319		<u>\$150.00</u>
	Total:	\$350.00

Explanation:

Family Resource

**Morgan County Board of Education
Coordinated School Health
June 7, 2010
Budget Amendment #100**

Debit: (Decrease)		
73400-499-0003	(Other Supplies)	\$1,100.00
73400-116-0003	(Teachers)	<u>\$1,500.00</u>
	Total:	\$2,600.00
Credit: (Increase)		
73400-355-0003	(Travel)	\$400.00
73400-599-0003	(Other Charges)	<u>\$2,200.00</u>
	Total:	\$2,600.00

Explanation:

Coordinated School Health

**Morgan County Board of Education
Save The Children
June 7, 2010
Budget Amendment #101**

Debit: (Decrease)		
141-73400-429-0053	(Instruc. Supplies)	\$7,000.00
141-73400-499-0053	(Other Supplies)	\$4,000.00
141-73400-116-0053	(Teachers)	<u>\$6,000.00</u>
	Total:	\$ 17,000.00

Credit: (Increase)		
141-73400-163-0053	(Assistants)	\$15,000.00
141-73400-201-0053	(Social Security)	\$800.00
141-73400-204-0053	(State Retirement)	\$800.00
141-73400-212-0053	(Emp. Medicare)	<u>\$400.00</u>
	Total:	\$17,000.00

Explanation:
Save The Children.

**Morgan County Board of Education
Career In Mind
June 7, 2010
Budget Amendment #102**

Debit: (Decrease)		
73400-198-0041	(Substitutes)	\$30.00
73400-201-0041	(Social Security)	\$2.00
73400-204-0041	(State Retirement)	<u>\$1.00</u>
	Total:	\$33.00

Credit: (Increase)		
71100-198-0041	(Substitutes)	\$30.00
71100-201-0041	(Social Security)	\$2.00
71100-212-0041	(Employer Med.)	<u>\$1.00</u>
	Total:	\$33.00

Explanation:
"Career In Mind" Grant.

**Morgan County Board of Education
21st Century Community Learning Center
June 7, 2010
Budget Amendment #103**

Debit: (Decrease)		
72130-524-7016	(In-Service)	\$2,500.00
71100-116-7016	(Teachers)	<u>\$15,000.00</u>
	Total:	\$17,500.00

Credit: (Increase)		
72130-399-7016	(Other Contracted Services)	\$200.00
72210-201-7016	(Social Security)	\$1,000.00
72210-204-7016	(State Retirement)	\$750.00
72210-212-7016	(Employer Med.)	\$500.00

72710-399-7016	(Other Cont. Serv.)	<u>\$15,050.00</u>
	Total:	\$17,500.00

Explanation:
21st Century Community Learning Center.

**Morgan County Board of Education
Pre-K Lottery
June 7, 2010
Budget Amendment #104**

Debit: (Decrease)		
73400-163-7009	(Educational Assistants)	\$7,000.00
Credit: (Increase)		
73400-198-7009	(Substitutes)	\$7,000.00

Explanation:
Pre-K Lottery.

**Morgan County Board of Education
June 7, 2010
Budget Amendment #105
*Corrected by Journal Entry***

Debit: (Decrease)		
141-71100-116-7016	(Teachers)	\$13,000.00
141-73400-163-7009	(Edu. Assistants)	<u>\$5,000.00</u>
	Total:	\$18,000.00
Credit: (Increase)		
71100-189	(Other Salaries)	\$18,000.00

Explanation:
Reimbursement for Grant Assistant Salary.

**Morgan County Board of Education
June 7, 2010
Budget Amendment #106
*Corrected by journal entry***

Debit: (Decrease)		
141-71100-116-7016	(Teachers)	\$20,000.00
141-73400-163-7009	(Edu. Assistants)	\$30,000.00
141-73400-599-0319	(Other Charges)	\$10,000.00
141-0053-116-0053	(Teachers)	<u>\$5,000.00</u>
	Total:	\$65,000.00
Credit: (Increase)		
71100-189	(Other Salaries)	\$65,000.00

Explanation:
Reimbursement for Grant Director Salary.

Morgan County Board of Education
June 7, 2010
Budget Amendment #107
Corrected by journal entry

<i>Debit: (Decrease)</i>		
141-73400-499-7009	(Other Supplies & Materials)	\$9,000.00
141-73400-499-0319	(Other Supplies & Materials)	\$2,000.00
141-73400-429-0003	(Instructional Supplies)	\$1,500.00
141-71100-429-7016	(Instructional Supplies)	\$4,000.00
141-73400-429-0053	(Instructional Supplies)	<u>\$1,000.00</u>
	<i>Total:</i>	\$17,500.00
 <i>Credit: (Increase)</i>		
141-72410-399-7016	(Other Contracted Services)	\$17,500.00

Explanation:
Reimbursement for Central Office Copier.

Morgan County Board of Education
June 7, 2010
Budget Amendment #108
Corrected by journal entry

<i>Debit: (Decrease)</i>		
141-73400-499-7009	(Other Supplies & Materials)	\$50,000.00
 <i>Credit: (Increase)</i>		
141-72710-412	(Diesel Fuel)	\$50,000.00

Explanation:
Reimbursement for Transportation and Fuel of
Early Childhood.

Morgan County Board of Education
June 7, 2010
Budget Amendment #109
Corrected by journal entry

<i>Debit: (Decrease)</i>		
141-73400-499-7009	(Other Supplies & Materials)	\$18,000.00
141-73400-599-7009	(Other Charges)	<u>\$6,000.00</u>
	<i>Total:</i>	\$24,000.00
 <i>Credit: (Increase)</i>		
141-72610-454	(Water)	\$24,000.00

Explanation:
Reimbursement for Gas & Water used for Early Childhood

Morgan County Board of Education
June 7, 2010
Budget Amendment #110
Corrected by journal entry

<i>Debit: (Decrease)</i>			
141-73400-499-7009	(Other Supplies & Materials)		\$24,000.00
<i>Credit: (Increase)</i>			
141-72610-415	(Electricity)		\$24,000.00

Explanation:
Reimbursement for Electric used for Early Childhood.

Morgan County Board of Education
June 7, 2010
Budget Amendment #110

<i>Debit: (Decrease)</i>			
141-73400-499-7009	(Other Supplies & Materials)		\$24,000.00
<i>Credit: (Increase)</i>			
141-72610-415	(Electricity)		\$24,000.00

Explanation:
Reimbursement for Electric used for Early Childhood.

Morgan County Board of Education
June 7, 2010
Federal – Title II D Stimulus
Budget Amendment #111

<i>Credit</i>			
142-72210-336-23S	(Equip. Maintenance)		\$353.10
<i>Debit</i>			
142-72210-790-23S	(Other Equip.)		\$353.10
<i>Credit</i>			
142-72210-355-23S	(Travel)		\$2,754.10
<i>Debit</i>			
142-72210-790-23S	(Other Equip.)		\$2,754.10
<i>Credit</i>			
142-72210-524-23S	(In-Serv.)		\$258.00
<i>Debit</i>			
142-72210-790-23S	(Other Equip)		\$258.00

Explanation:

To adjust over spending of line item amount.

**Morgan County Board of Education
June 7, 2010
Federal – Title II D
Budget Amendment #112**

Credit	142-72210-355-231	(Travel)	\$114.00
Debit	142-72210-524-231	(In-Serv.)	\$114.00
Credit	142-72210-355-231	(Travel)	\$552.12
Debit	142-72210-599-231	(Other Charges)	\$552.12
Credit	142-72210-336-231	(Equip. Maintenance)	\$2,266.35
Debit	142-72210-599-231	(Other Charges)	\$2,266.35

Explanation:

To adjust over spending of line item amount.

**Morgan County Board of Education
June 7, 2010
Federal – Title IV
Budget Amendment #113**

Credit	142-72210-355-411	(Travel)	\$288.00
Debit	142-72210-524-411	(In-Service)	\$288.00
Credit	142-72210-355-411	(Travel)	\$1,203.77
Debit	142-72210-599-411	(Other Charges)	\$1,203.77
Credit	142-72210-355-411	(Travel)	\$442.26
Debit	142-72210-499-411	(Other Supp. & Materials)	\$442.26

Explanation:

To adjust over spending of line item amount.

**Morgan County Board of Education
June 7, 2010**

**Federal – Title I - Stimulus
Budget Amendment #114**

Credit	142-71100-429-10S	(Instructional)	\$2.32
Debit	142-72130-499-10S	(Other Supplies & Materials)	\$2.32

Explanation:
To adjust over spending of line item amount.

**Morgan County Board of Education
June 7, 2010
Federal – Title I
Budget Amendment #115**

Credit	142-71100-599-101-650	(Other Charges)	\$2,383.14
Debit	142-71100-429-101-650	(Instructional)	\$2,383.14

Explanation:
To adjust over spending of line item amount.

**Morgan County Board of Education
June 7, 2010
Federal – Title II
Budget Amendment #116**

Credit	142-72210-599-201	(Other Charges)	\$9,500.00
Debit	142-72210-195-201	(Substitutes)	\$9,500.00

Explanation:
To adjust over spending of line item amount.

**Morgan County Board of Education
June 7, 2010
Part B ARRA Funds
Budget Amendment #117**

Debit (Decrease)	142-71200-429-90S	(Instructional Supp.)	\$79,004.86
Credit (Increase)	142-71200-195-90S	(Certified Substitutes)	\$500.00
	142-71200-198-90S	(Non-Certified Subs.)	\$6,500.00
	142-71200-210-90S	(Unemployment Comp.)	\$2,000.00
	142-71200-399-90S	(Other Contracted Serv.)	\$35,004.86
	142-72220-355-90S	(Travel)	\$10,000.00
	142-72220-524-90S	(In-Service)	<u>\$25,000.00</u>
		Total:	\$79,004.86

Explanation:

To move money to balance end of year budget.
\$4.86 are additional funds due to the closing of
Middle TN. Mental Health Institute.
Additional funds needed to provide OT, PT and speech services.

**Morgan County Board of Education
June 7, 2010
Part B Funds
Budget Amendment #118**

Debit (Decrease)

142-71200-195-901	(Certified Subs.)	\$2,002.97
142-71200-399-901	(Other Cont. Serv.)	<u>\$10,000.00</u>
	Total:	\$12,002.97

Credit (Increase)

142-71200-163-901	(Educational Asst.)	\$2.97
142-71200-198-901	(Non-Cert. Subs.)	<u>\$12,000.00</u>
	Total	\$12,002.97

Explanation:

To move money to balance end of year budget.
\$2.97 are additional funds due to the closing of school
in Middle Tennessee.

**Morgan County Board of Education
June 7, 2010
G.P.
Budget Amendment #119**

Debit (Decrease)

141-82330-601	(Principal on Bonds)	\$101,950.00
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Credit (Increase)

141-76100-707	(Building Improvements)	\$101,950.00
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Explanation:

This amendment is necessary to move funds to appropriate
line item to pay for the Coalfield septic system.

**Morgan County Board of Education
June 7, 2010
G.P.
Budget Amendment #120**

Debit:

82330-601	(Principal on Bonds)	\$98,050.00
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Credit:

72210-790	(Other Equipment)	\$98,050.00
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Explanation:

Purchase of technology equipment pending the approval by

County Commission on the June 14th, 2010 meeting.

Morgan County Board of Education
June 7, 2010
G.P.
Budget Amendment #121
Deleted

<i>Debit:</i>		
82230-611	(Interest on Capital Leases)	\$98,355.35
<i>Credit:</i>		
82130-602	(Principal on Notes)	\$37,646.21
82130-610	(Principal on Capital Leases)	<u>\$60,709.14</u>
	<i>Total:</i>	\$98,355.35

Explanation:
Debt service line items need adjusting to cover expenditures.

Morgan County Board of Education
June 7, 2010
G.P.
Budget Amendment #122

<i>Debit:</i>		
141-71300-429	(Instructional Supplies)	\$2,570.30
<i>Credit:</i>		
141-71300-163	(Educational Assistants)	\$2,570.30
<i>Debit</i>		
141-72230-355	(Travel)	\$1,250.00
<i>Credit</i>		
141-71300-163	(Educational Assistants)	\$1,250.00

Explanation:
The transfer of funds is necessary to cover unexpected salary expenditures.

11. Continuation Budget Resolution (Until approval of 2010 budget)
Motion was made by Jim Rivers to approve operating on a continuing budget.
Seconded by Wendy Collins

Motion Carried

12. Report on Race to the Top Application; Special Education Budget for 2010-11

13. Coalfield Roof Repairs – Update

14. Consideration of Bids for Gym Floor Refinishing

Motion was made by Mr. Randy Harlan to approve bid from Praters, 2712 8th Ave, Chattanooga, TN 37407. Seconded by Jim Rivers.

Dr. Diden indicated that the gyms at Oakdale and Sunbright would receive sanding, finishing, and stripping; while the remaining gyms would be screened and re-coated. It was noted that the Prater bid included three coats of gym finish, while the Pinnacle bid had only two.

Roll Call

Jim Rivers	Yes
Wendy Collins	Yes
Louise Coleman	Yes
Terry Armes	Yes
Glen Moore	Yes
Randy Harlan	Yes

Motion Carried

15. Discussion of Truck Needs for Maintenance and Transportation Departments

Motion was made by Randy Harlan to advertise for bids for the two trucks. Seconded by Jim Rivers.

Motion Carried

16. Approve Job Descriptions

a. GCBTU – Qualifications for Curriculum Coaches (Formerly Literacy Coach) – 2nd Reading

Motion was made by Randy Harlan to approve policy on 2nd reading. Seconded by Wendy Collins

Motion Carried

b. GCBM – Job Description of School Counselor – 2nd Reading

Motion was made by Randy Harlan to approve policy on 2nd reading. Seconded by Wendy Collins.

Motion Carried

c. RTTT- Instructional Technology Coach (1st Reading)

Motion was made by Randy Harlan to approve policy on 1st reading. Seconded by Wendy Collins

Motion Carried

d. RTTT-Academic Coaches (1st reading)

Motion was made by Randy Harlan to approve policy on 1st reading. Seconded by Wendy Collins

Motion Carried

- e. Director of Federal Programs and Special Projects (1st Reading)
Motion was made by Randy Harlan to approve policy on 1st reading. Seconded by Wendy Collins.

Motion Carried

- f. Elementary Supervisor (PreK-5) of Instruction (1st reading)
Motion was made by Randy Harlan to approve policy on 1st reading. Seconded by Wendy Collins.

Motion Carried

- 17. Approval to send out Food Service Bids for 2010-2011

Motion was made by Jim Rivers to advertise for bids. Seconded by Glen Moore.

Motion Carried

- 18. Approval to Bid Phone System Replacement at Coalfield School

Motion was made by Randy Harlan to allow the executive committee to approve Southeastern Communications Service, Inc. quote for \$9,100.00. Seconded by Wendy Collins.

Motion Carried

It was noted that the phone system was damaged by lightning during a recent thunderstorm.

- 19. Consideration of Calendar Change 2010-11 (MLK Holiday)

Motion was made by Jim Rivers to include MLK Holiday for the 2010 calendar. Seconded by Glen Moore.

Motion Carried

- 20. Discussion of Proposal to Refinance HVAC Debt

Motion was made by Jim Rivers to accept option 2 on the proposal presented by Cumberland Securities to refinance the Ameresco debt. Seconded by Glen Moore.

Roll Call

Terry Armes	Yes
Louise Coleman	Yes
Wendy Collins	Yes
Randy Harlan	Yes
Glen Moore	Yes
Jim Rivers	Yes

Motion Carried

- 21. Policy Revisions

- a. GBL – 5.117 Procedure for Granting Tenure (2nd Reading)

- b. GBNA – 5.200 Separation Practices for Tenured Teachers (2nd Reading) (Dismissal of Tenured Teachers)
- c. JE -6.406 Student Psychological Services (2nd reading)(Student Guidance Program)
- d. 6,500 Special Education Students (2nd reading)
- e. IHAC – Credit Recovery – Alignment with TDOE Guidelines (2005) – 2nd Reading
Motion was made by Randy Harlan to approve the above policies on 2nd reading. Seconded by Glen Moore.

Motion Carried

- f. Medical Procedure – Administration of Diastat (1st Reading)
- g. JGHA – Student Wellness Policy (1st Reading)
- h. Work-Based Learning Policy (1st reading)
Motion was made by Randy Harlan to approve the above policies on 1st reading. Seconded by Louise Coleman.

Motion Carried

- 22. Consideration of School Board Support for Student Participation in Academic Competitions
Referred to next workshop.
- 23. Discussion of Changes to Employee Handbook for 2010-11 (schedules, hours, work expectations)
Referred to next workshop.
- 24. Update – Maintenance and Transportation building (Final Revision of Drawing) Discussion, but no action taken.
- 25. Discussion of Board Self-Evaluation
Refer to next workshop.
- 26. Director's Performance Contract Report/Announcements
 - a. Budget Workshop #6 – Saturday, June 5th, 9:00 a.m. at Central Office
 - b. Special Board Meeting to Approve 2010-11 budget – Thursday, June 17th, 6:00 p.m. @ Central Office
 - c. Budget Presentation to County commission – Thursday, June 17, 6:30 p.m. @ Central Office
 - d. Monthly Financial Report
 - e. Distance Learning Schedule – 2010-11
 - f. Report of E4TN Program
 - g. RSCC Dual Enrollment Report – Class of 2010
 - h. TSBA Summer Law Institute (July 30-31, Gatlinburg)

27. Adjourn

Motion was made by Randy Harlan to adjourn. Seconded by Glen Moore.

- a. Workshop, June 28, 2010, 6:30 p.m. @ Central Office
- b. Regular Board Meeting, July 12, 2010, 6:30 p.m. @ Central Office

MORGAN COUNTY SCHOOLS
Wartburg, Tennessee
MORGAN COUNTY BOARD OF EDUCATION
SPECIAL CALLED MEETING – June 17, 2010
Conference Room – Central Office
6:30 p.m.

MEMBERS PRESENT: Terry Armes, Randy Harlan, Glen Moore, Louise Coleman, Wendy Collins

1. Budget Amendments
**Motion was made by Randy Harlan to approve budget amendments 123-127.
Seconded by Glen Moore.**

Motion Carried

Morgan County Board of Education
June 17, 2010
G.P.
Budget Amendment #123

Debit:		
82230-611	(Interest on capital leases)	\$68,020.00
Credit:		
82130-610	(Principal on capital leases)	\$68,020.00

Explanation:
To transfer expenditures.

Morgan County Board of Education
June 17, 2010
G.P.
Budget Amendment #124

Debit:		
46512 Revenue-BEP-ARRA		\$594,700.00
Debit:		
71100-116	(Teachers)	<u>\$308,221.12</u>
	Total:	\$902,921.12
Credit:		
71100-116-ARRA	(Teachers)	\$594,700.00
Credit:		
71100-116-MOE	(Teachers)	<u>\$308,221.12</u>
	Total:	\$902,921.12

Explanation:

To revise budget to show an appropriation for these expenditures.

**Morgan County Board of Education
June 17, 2010
G.P.
Budget Amendment #125**

Debit:		
71100-116	(Teachers)	\$35,204.95
Credit:		
71200-116	(Teachers)	\$22,466.20
Credit:		
71200-163	(Edu. Asst.)	<u>\$12,738.75</u>
	Total:	\$35,204.95

Explanation:

End of year adjustments.

**Morgan County Board of Education
Federal
Carl Perkins
June 17, 2010
Budget Amendment #126**

Debit:		
71300-201-801	(Social Security)	\$38.37
71300-204-801	(State Retirement)	\$26.00
71300-206-801	(Life Ins.)	\$28.00
71300-212-801	(Employer Medicare)	\$0.13
72130-146-801	(Bus Drivers)	\$251.37
72130-201-801	(Social Security)	\$15.60
72130-204-801	(State Retirement)	\$18.93
72230-355-801	(Travel)	<u>\$63.17</u>
	Total:	\$441.57
Credit:		
71300-210-801	(Unemployment Compensation)	\$102.57
72130-210-801	(Unemployment Compensation)	\$1.48
72130-212-801	(Employee Medicare)	\$3.62
72130-355-801	(Travel)	\$125.44
71300-429-801	(Instructional Supplies)	<u>\$208.46</u>
	Total:	\$441.57

Explanation:

This amendment was necessary to clean up over spent line items.

**Morgan County Board of Education
G.P.
June 17, 2010
Budget Amendment #127**

Debit:		
141-72710-412	(Diesel Fuel)	\$46,966.00
Credit:		
141-72620-335	(Maintenance & Repair)	\$46,966.00

Explanation:

End of year adjustments

2. Approval of 2010-11 General Purpose Budget
**Motion was made by Randy Harlan to approve the 2010-11 budget as presented.
Seconded by Wendy Collins.**

Motion Carried

3. Approval of 2010 CTE – Carl Perkins Budget
**Motion was made by Randy Harlan to approve the 2010-11 budget as presented.
Seconded by Glen Moore.**

Motion Carried

4. Approval of 2010-11 Food Services Budget
**Motion was made by Randy Harlan to approve the 2010-11 budget as presented.
Seconded by Wendy Collins.**

Motion Carried

5. Announcements
 - a) Assistant Principal Policy

Motion was made by Randy Harlan to revise policy CGBL Job Description of Assistant Principal to reflect the MCEA Contract, Article IV: Working Conditions, Assistant Principal. Policy revision should reflect the assistant principal position may be divided into two half-time positions. (Approved on emergency reading)

Motion Carried

- b) Teacher Incentive Funds – Expectations

Discussion will continue

- c) AC in gyms during summer

6. Adjourn

Motion was made by Randy Harlan and seconded by Wendy Collins.

Motion Carried

Tennessee's Teacher Incentive Fund (TIF)

Frequently Asked Questions

1. What are key dates and the expected timeline for TN's TIF plans?

- (1) By no later than **Monday June 28, 2010** submit signed commitments for participation in TN TIF plan.
- (2) State of Tennessee will submit TIF application to U.S. Department of Education by **Tuesday July 6, 2010**.
- (3) TIF grant recipients will be notified by U.S. Department of Education by **late-September 2010**.
- (4) TIF project periods will begin **October 1, 2010** and last for the duration of 60 months (i.e., five years).

2. What should LEAs be doing between now and June 28, 2010?

Superintendents, school board members, local union affiliates, and other key decision-makers are encouraged to (1) continue discussions around TIF commitments, (2) identify likely schools for TIF participation, and (3) begin discussions on design features of performance-based compensation systems that will be implemented if the State of TN wins a federal TIF grant.

3. What commitments must LEAs make to participate in the state-led grant?

As stated in the "Expectations for LEAs Participating in TN's Teacher Incentive Fund" document, LEAs must commit to the following.

- (1) By June 28th, sign and complete checklist of commitments.
- (2) By June 28th, provide TN Department of Education with a list of high-need schools that will participate in TN's TIF.
- (3) Commit to a five-year TN TIF plan which includes up to one year of planning before implementing a performance-based compensation system for teachers and principals.
- (4) Commit to providing an increasing amount of non-TIF funds to support local performance-based compensation systems once the TIF planning period is complete.

- (5) Commit to sustaining performance-based compensation systems (if proven successful) after the TIF project period completes.
- (6) During the 60-month TIF project period, commit to responsive communication with the State, with other LEAs participating in TN's TIF plan, and with the evaluator of TN's TIF plan.

4. What are school eligibility criteria?

The State of TN will adhere to the federal requirement on school eligibility. Each school must be a high-need school, defined as having 50 percent or more of its students from low-income families. Federal TIF requirements state the following:

Fifty (50) percent or more of school enrollment must be from low-income families, based on eligibility for free or reduced-price lunch subsidies under the Richard B. Russell National School Lunch Act, or other poverty measures that LEAs use (see section 1113(a)(5) of the ESEA (20 U.S.C. 6313(a)(5))). For middle and high schools, eligibility may be calculated on the basis of comparable data from feeder schools. Eligibility as a high-need school under this definition is determined on the basis of the most currently available data.

In order to meet TIF selection criteria specified in federal requirements, the State of TN will also give priority to high-need schools that:

- (1) Have difficulty recruiting and retaining highly qualified or effective educators (including teachers and principals), particularly in hard-to-staff subjects or specialty areas, such as mathematics, science, English language acquisition, and special education; and
- (2) Have low student achievement compared to its peers. Specifically, student achievement in each of the schools whose educators would be part of the TIF program is lower than in what the applicant determines are comparable schools in the LEA, or another LEA in its State, in terms of key factors such as size, grade levels, and poverty levels.

5. Is participation in TN's TIF program voluntary or mandatory?

Participation is voluntary for LEAs and for schools. During the planning period (2010-11 school year), eligible schools in committed LEAs will be asked to provide evidence of school personnel support before implementing a TIF performance-based compensation system.

Additionally, the commitments that LEAs submit to the TN Department of Education on or before June 28, 2010 are not legally binding, but a good faith commitment to work with the State on planning, design, and implementation of a state-led TIF plan.

6. What will occur during the TIF planning year (2010-11)?

LEAs will work with the State and other technical assistance providers to fulfill the five core elements described in federal TIF requirements, which include:

- (1) A plan for effectively communicating to teachers, administrators, other school personnel, and the community at-large the components of the TIF performance-based compensation system.
- (2) The involvement and support of teachers, principals, and other personnel and the involvement and support of unions in participating LEAs that is needed to carry out the grant.
- (3) Rigorous, transparent, and fair evaluation systems for teachers and principals that differentiate effectiveness using multiple rating categories that take into account student growth as a significant factor, as well as classroom observations and principal observations conducted at least twice during a school year.
- (4) A data management system that can link student achievement data to teacher and principal payroll and human resources systems.
- (5) A plan for ensuring that teachers and principals understand the specific measures of teacher and principal effectiveness included in the performance-based compensation system, and receive professional development that enables them to use data generated by these measures to improve their practice.

7. What will TN's TIF performance-based compensation system look like?

The State of TN will set several guidelines/parameters that participating LEAs and schools will be asked to follow when developing their local performance-based compensation systems. An overview of key design considerations follow.

- (1) A school must provide differentiated compensation for effective teachers and principals.
- (2) A school may also integrate awards to increase recruitment and retention of effective teachers to serve high-need students and in hard-to-staff subjects and specialty areas in high-need schools.
- (3) Bonus award amounts must be no less than \$1,500 and no more than \$10,000. Award amounts should be differentiated based on the level of educator performance.

- (4) Bonus award eligibility must be determined by a combination of individual and team and/or school-level performance. Team performance might be that of a disciplinary team or grade-level team within a school.
- (5) Bonus award eligibility must be determined – at least in part – by the educator evaluation system recommended by the Tennessee Teacher Evaluation Advisory Committee.

Therefore, LEAs are granted flexibility in designing their TIF performance-based compensation systems as long as they adhere to these design parameters.

8. How do TN’s TIF plans relate to Race to the Top initiatives?

Through the Race to the Top grant the State is in a unique position to provide extensive and high-quality support to LEAs interested in the state-led TIF plan. The grant will enhance the use of TVAAS and other student data for improving professional practice. Race to the Top also provides unprecedented focus on developing LEAs ability to identify, nurture, recruit and retain effective educators through an improved evaluation system. The new evaluation system can also be used to inform compensation practices. Finally, numerous LEAs have already indicated interest developing performance-based compensation systems in their Scopes of Work for Race to the Top. The state-led TIF plan provides an avenue to advance those plans in a high-quality, systematic manner.

9. Who should I contact with further questions or to gather more information about TN’s TIF plans?

Deputy Commissioner of Education Robert Greene:

robert.greene@tn.gov

10. What other resources exist for me to learn more about the federal TIF program?

You can visit the U.S. Department of Education’s website on the Teacher Incentive Fund at <http://www2.ed.gov/programs/teacherincentive/index.html>.

You can also learn more about the TIF program and previous grant recipients through the Center for Educator Compensation Reform at <http://cecr.ed.gov/TIFgrantees/>.



Improving Teacher and Principal Support Systems through New Models of Teacher Compensation

Jessica L. Lewis and

Matthew G. Springer

*National Center on Performance Incentives
Peabody College of Vanderbilt University*

Tennessee's Teacher Incentive Fund Application

June 16, 2010



Outline

- Teacher Incentive Fund (TIF) grant competition
- TIF's Absolute and Competitive Priorities
- TN's TIF Planning Period
- TN's TIF Design Elements
- Next Steps
- Questions

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Overview of TIF Federal Grant Competition

- TIF supports projects that develop and implement performance-based compensation systems (PBCS) for teachers and principals in order to increase educator effectiveness and student achievement in high-need schools.
- Budgeted at \$600 million (\$400 federal appropriations and \$200 million ARRA).
- LEAs (including charters) and SEAs are eligible to submit application. Applicants can partner with not-for-profits and/or other SEAs and LEAs.
- Two grant competitions – evaluation competition and main competition.
- Eligibility criteria for districts and schools

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TIF's Absolute Priorities set by U.S. Dept of Ed

- Absolute Priority #1: Differentiated levels of compensation for effective teachers and principals
- Absolute Priority #2: Fiscal sustainability of PBCS
- Absolute Priority #3: Comprehensive approaches to PBCS



Absolute Priority #1

- Differentiated levels of compensation for effective teachers and principals.
 - Must give significant weight given to student growth (for teachers and principals).
 - Must include observation-based assessments of teachers conducted at multiple points in the year.
 - Must provide incentive amounts that are substantial and justify the level chosen.
 - May include other measures, such as evidence of leadership roles.



Absolute Priority #2

- Fiscal sustainability of PBCS
 - Must plan to sustain activities and systems of PBCS once grant period has expired.
 - Must effectively estimate the costs associated with development and implementation of PBCS, during project period and beyond.
 - Must provide increasing share of matching funds (i.e., non-TIF) for performance-based compensation in those project years when differentiated compensation is paid to teachers and principals.



Absolute Priority #3

- **Comprehensive approaches to PBCS**
 - Must align PBCS with a coherent and integrated strategy for system and educator improvement. PBCS must align with policies and practices related to:
 - Data use and data-driven decision making
 - Evaluations of educators
 - Professional development
 - Retention and tenure decisions



TIF's Competitive Priorities set by U.S. Dept of Ed

Competitive priorities are ways to earn extra points or serve as a tie-breaker for determining grantees.

- **Competitive Priority #1:** Use value-added measures to evaluate teacher and principal effectiveness.
- **Competitive Priority #2:** Increased recruitment and retention of teachers to serve high-need schools in hard-to-staff areas.
- **Competitive Priority #3:** New applicants to TIF



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Competitive Priorities #1 and #2

- Use value-added measures to evaluate teacher and principal effectiveness.
 - Must ensure capacity to implement value-added model.
 - Must ensure capacity to educate teachers and principals about model and enable them to use data generated to improve classroom practice.
- Increased recruitment and retention of teachers to serve high-need students and in hard-to-staff subjects and in high-need schools.
 - Must serve high-need students.
 - Must retain and fill vacancies with effective teachers in hard-to-staff positions.

(Competitive priorities are ways to earn extra points or serve as tie-breaker.)



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Competitive Priority #3

- New applicants to the Teacher Incentive Fund
 - An eligible entity that has not previously been awarded a grant under the TIF program.
 - A nonprofit organization that previously received funding through TIF, but that is applying to work with a different group of eligible LEAs or SEAs than under any previous TIF grant.

(Competitive priorities are ways to earn extra points or serve as tie-breaker.)



Tennessee's TIF Plan: Overview

1. Planning period during 2010-11 school year
2. Stakeholder engagement and buy-in (e.g., school board, teacher association, principal, teachers, etc.)
 - Voluntary participation
3. Design elements of incentive system
 - Bonus awards for teachers and principals
 - Unit of accountability
 - Performance measures
4. TN TIF LEAs contribute to design and TN network
5. Participation in state TIF evaluation activities
6. Sustaining reform if proven to be effective



TN's TIF Plan: Planning Period

- Core elements of planning period
 - LEAs work with school personnel and unions on PBCS design.
 - Effectively communicate to school personnel, unions, and community about PBCS.
 - Ensure ongoing involvement and support of school personnel and unions.
 - Develop rigorous, transparent, and fair evaluation systems for teachers and principals.
 - Develop data-management system that links student achievement data to teacher and principal payroll and HR systems.
 - Ensure teachers and principals understand the measures by which they are evaluated and are given PD to use measures to improve practice.



TN's TIF Design Elements: Bonus Awards

- Review of considerations
 - What is the minimum and maximum amount?
 - Should bonus amounts vary by educators' level of performance?

- TN's TIF guidelines
 - Minimum of \$1,500 and maximum of \$10,000.
 - Bonus amounts should be differentiated by levels of educator performance.



TN's TIF Design Elements: Unit of Accountability

- Review of considerations
 - Individual teacher
 - Team of teachers
 - Example: Disciplinary team and/or Grade-level team
 - School

- TN's TIF guidelines
 - Hybrid model that joins independent and interdependent work.
 - Individual accountability that integrates team and/or school accountability as well.



TN's TIF Design Elements: Performance Measures

- TN Teacher Evaluation Advisory Committee (TEAC)
 - Multiple measures with significant weight on student achievement growth (e.g., TVAAS)
 - Use of multiple classroom observations
- TN's TIF guidelines
 - Application of evaluation system devised by TN's TEAC.



TN's TIF Design Elements: Summary of Key Points

- LEA eligibility
 - LEAs completing and signing on to TN's TIF commitments, including planning period and sustainability of proven PBCS strategies.
- School eligibility
 - Each school in "committed LEA" must (1) have 50 percent or more of its students from low-income families. Schools should also have (2) difficulty recruiting and retaining educators, and (3) low student achievement compared to its peers.
- Bonus award amounts in PBCS
 - Minimum of \$1,500 and maximum of \$10,000.
 - Differentiate award amounts by level of educator performance.
- Unit(s) of accountability in PBCS
 - Combine individual and team and/or school performance.
- Performance measures in PBCS
 - Application of TEAC's educator evaluation system.



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Next Steps: What We Need from LEAs

- Continue discussions with multiple members of LEA community, including representatives of school board, union, and principals.
- Submit signed and completed commitments by June 28th.
- Submit list of high-need participant schools by June 28th.



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QUESTIONS

Contact information:

Jessica L. Lewis	jessica.l.lewis@vanderbilt.edu	615-322-5622
Tim Roberto	tim.roberto@tn.gov	615-253-8853
Matthew G. Springer	matthew.g.springer@vanderbilt.edu	615-322-5538

Expectations for LEAs Participating in Tennessee’s Teacher Incentive Fund

In order to participate in Tennessee’s Teacher Incentive Fund, your LEA must agree to the terms stated below. Please complete the checklist, sign and return to Dr. Robert Greene by email to robert.greene@tn.gov at the Tennessee Department of Education by **Monday, June 28, 2010**.

<input type="checkbox"/>	By no later than close-of-business Monday, June 28, 2010 , provide the State with a list of high-need schools in your LEA that will agree to participate in TIF, along with evidence of school support. Each school listed must (1) have 50 percent or more of its students from low-income families. The list should also focus on schools that have (2) difficulty recruiting and retaining educators, and (3) low student achievement compared to their peers.
<input type="checkbox"/>	Commit to a planning period (of no longer than one year) to finalize design and implementation of TIF in your LEAs participating schools.
<input type="checkbox"/>	Commit to the overall TIF project period of 60 months (i.e., 5 years).
<input type="checkbox"/>	Commit to sustain the TIF program after the grant period is over (i.e., after the 60 months of federal funding). The State will provide a menu of feasible options to meet this commitment.
<input type="checkbox"/>	Commit to responsive communications with the State during the application and implementation process.
<input type="checkbox"/>	Commit to an evaluation of Tennessee’s TIF program in order to provide ongoing feedback to participating schools and dissemination of lessons learned from TIF.
<input type="checkbox"/>	Commit to participation in statewide forums throughout the 60-month period to discuss best practices and lessons learned from TIF.

Superintendent Name and Name of LEA

Superintendent Signature and Date

Chair of Local Board of Education

Chair of Local Board of Education Signature and Date

Teachers’ Association Representative Name

Teachers’ Association Representative Signature and Date

**Morgan County Schools
Driver Education Enrollment
2009-10**

Fall, 2009

Spring, 2010

	Blk 1	2	3	4	1	2	3	4	Totals
Central High	12	12	Plan	15	17	Distance	Plan	14	70
Sunbright	Distance Alg 8th	9	Plan	PE	Distance Alg 8 th	PE	14	Plan	23
Oakdale/Coalfield	14(O)	Plan Travel	10(C)	14(C)	11(C)	Plan Travel	3(O)	6(O)	58

Grand Total 151

**Driver Education- Students Pre-Registered
2010-11**

Fall, 2010

Spring, 2011

	Blk 1	2	3	4	1	2	3	4	Totals
Central High	9	15		16	7			16	63
Sunbright		17				11			28
Oakdale/Coalfield	4(O)		6(C)	7(C)	14(C)		7(O)	5(O)	43

Grant Total 134

Billy M. Rice
President and C.E.O.



June 25, 2010

Morgan County Government
Attn: Morgan County School Board
Wartburg, Tennessee

Re: Property located at Flat Fork Road, Wartburg, Tennessee

Dear School Board Members:

Please accept this letter as our offer to sale the above property to the Morgan County Government for a price of \$288,800.00. This property consists of the building and ~~four~~ ^{Two} lots totaling ~~11.03~~ ^{17.334} acres as reflected on the attached survey. The attached appraisal which was updated on March 17, 2010 reflects this property and building in its present condition has a value of \$300,000. The price being offered to the County Government is exactly what the bank has invested (cost) in the property.

The bank also would be willing to finance the property for the County Government on a fixed rate loan with no closing cost. Terms of the loan choices are reflected below:

2yr
10yr
15yr

	<u>\$25,000 Down</u>	<u>\$50,000 Down</u>
84 Month Loan, 4.25% Rate, Payment Amt-	\$3,636.77	\$3,292.12
120 Months, 5.25% Rate, Payment Amt-	\$2,830.95	\$2,562.67
180 Months, 6.25% Rate, Payment Amt-	\$2,262.63	\$2,048.20

Should you have any questions or wish to discuss this offer, please give me a call at 346-2265.

Sincerely,

Billy M. Rice
President & CEO

March 17, 2010

Citizens First Bank
Attention: David Harris
P.O. Box 6348
Oak Ridge, Tennessee 37831

Re: 1002053
Northington Energy, LLC
Flat Fork Road
Wartburg, TN 37862

Dear Mr. Harris:

As requested, I have made an inspection and prepared a summary report of a complete appraisal on the above referenced property for the purpose of estimating market value of the fee simple interest.

The data relevant to the value of the property is organized in the enclosed letter.

In my opinion, the market value of the subject in "as-is condition", as of March 17, 2010, is:

\$300,000

THREE HUNDRED THOUSAND DOLLARS

Thank you for the opportunity to provide the appraisal. If, after reading the attached report, you should have any questions or comments; please do not hesitate to call.

Sincerely,



Thomas White, CG#518
State Certified General
Real Estate Appraiser

TFW/vjf

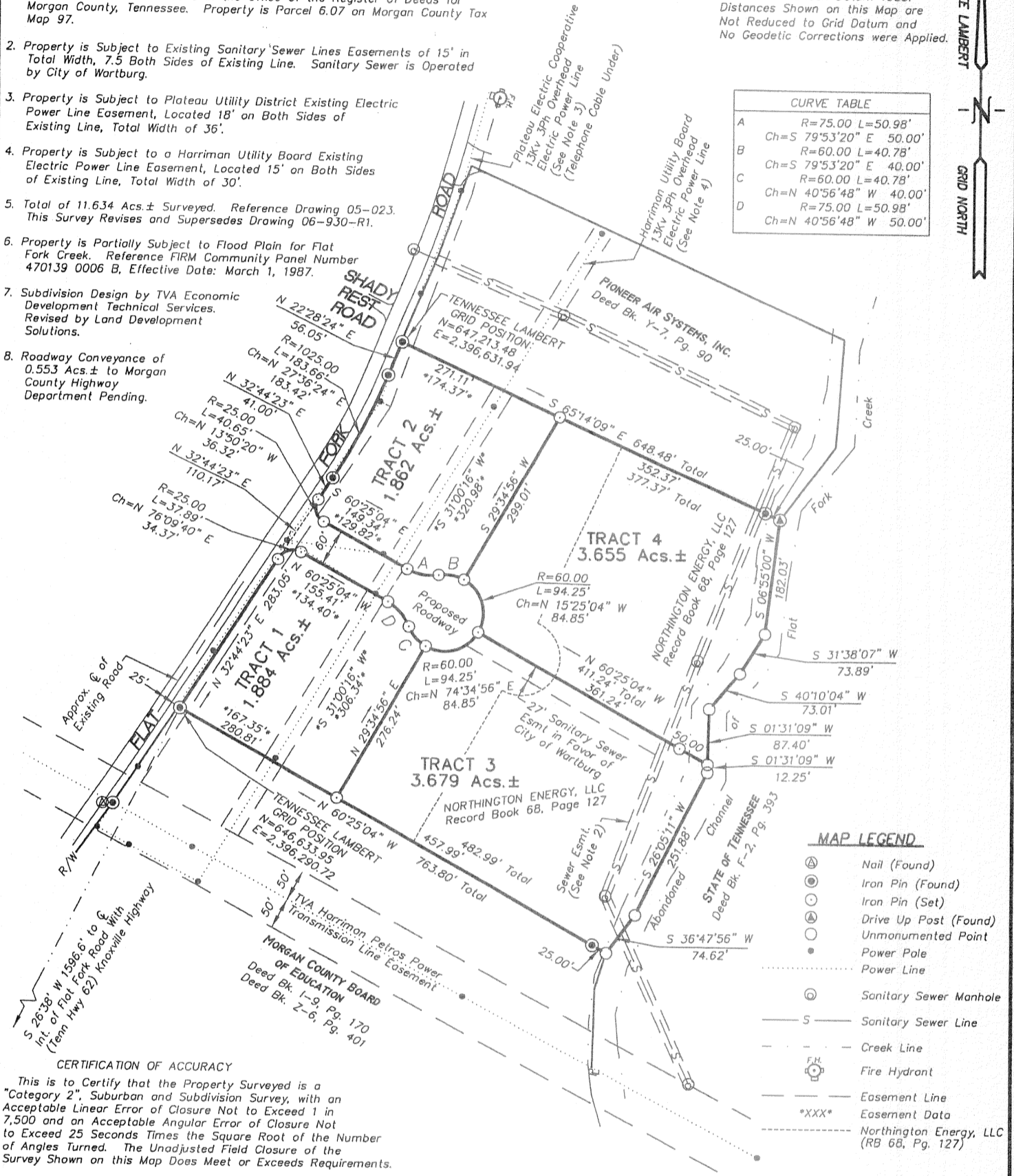
GENERAL NOTES

- Property is Part of a Parcel Owned by Morgan County Economic Development Board, Inc. Under a Quit Claim Deed Recorded in Record Book 66 at Page 445 and is a Parcel Owned by Northington Energy, LLC Under a Warranty Deed Recorded in Record Book 68 at Page 127 (Deed of Correction Pending). Reference to Records Found in the Office of the Register of Deeds for Morgan County, Tennessee. Property is Parcel 6.07 on Morgan County Tax Map 97.
- Property is Subject to Existing Sanitary Sewer Lines Easements of 15' in Total Width, 7.5 Both Sides of Existing Line. Sanitary Sewer is Operated by City of Wartburg.
- Property is Subject to Plateau Utility District Existing Electric Power Line Easement, Located 18' on Both Sides of Existing Line, Total Width of 36'.
- Property is Subject to a Harriman Utility Board Existing Electric Power Line Easement, Located 15' on Both Sides of Existing Line, Total Width of 30'.
- Total of 11.634 Acs.± Surveyed. Reference Drawing 05-023. This Survey Revises and Supersedes Drawing 06-930-R1.
- Property is Partially Subject to Flood Plain for Flat Fork Creek. Reference FIRM Community Panel Number 470139 0006 B, Effective Date: March 1, 1987.
- Subdivision Design by TVA Economic Development Technical Services. Revised by Land Development Solutions.
- Roadway Conveyance of 0.553 Acs.± to Morgan County Highway Department Pending.

Note: North for This Survey and Map is Tennessee Lambert Grid North. Position Co-ordinates Shown are Reduced to Grid Datum. Reference is North American Datum 1983. Distances Shown on this Map are Not Reduced to Grid Datum and No Geodetic Corrections were Applied.

CURVE TABLE		
A	R=75.00	L=50.98'
	Ch=S 79°53'20" E	50.00'
B	R=60.00	L=40.78'
	Ch=S 79°53'20" E	40.00'
C	R=60.00	L=40.78'
	Ch=N 40°56'48" W	40.00'
D	R=75.00	L=50.98'
	Ch=N 40°56'48" W	50.00'

TENNESSEE LAMBERT
GRID NORTH



MAP LEGEND

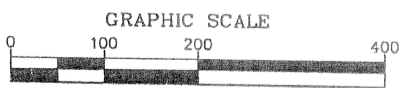
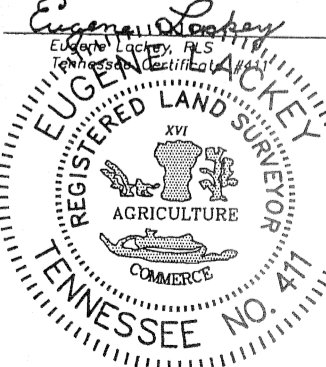
- ⊙ Nail (Found)
- ⊙ Iron Pin (Found)
- ⊙ Iron Pin (Set)
- ⊙ Drive Up Post (Found)
- ⊙ Unmonumented Point
- Power Pole
- Power Line
- ⊙ Sanitary Sewer Manhole
- S — Sanitary Sewer Line
- — — Creek Line
- ⊙ Fire Hydrant
- — — Easement Line
- *XXX* Easement Data
- — — Northington Energy, LLC (RB 68, Pg. 127)

CERTIFICATION OF ACCURACY

This is to Certify that the Property Surveyed is a "Category 2", Suburban and Subdivision Survey, with an Acceptable Linear Error of Closure Not to Exceed 1 in 7,500 and an Acceptable Angular Error of Closure Not to Exceed 25 Seconds Times the Square Root of the Number of Angles Turned. The Unadjusted Field Closure of the Survey Shown on this Map Does Meet or Exceeds Requirements.

CERTIFICATION OF SURVEY

This is to Certify that I am a Registered Land Surveyor, Duly Licensed to Practice Surveying in the State of Tennessee and that I Have Made this Survey and Prepared this Map from Said Survey and that Both are True and Correct to the Best of My Knowledge and Belief.



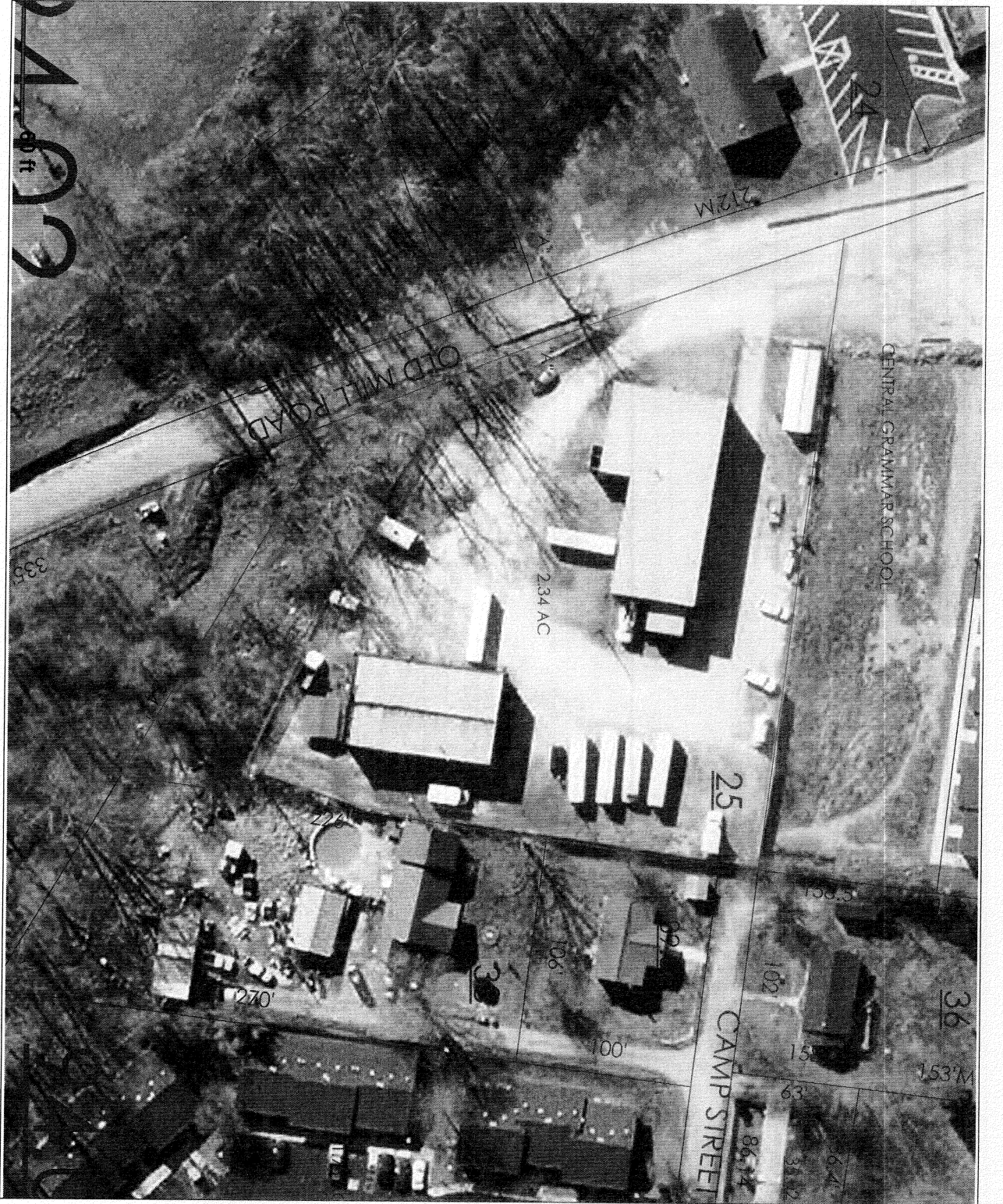
SURVEY FOR:

MORGAN COUNTY ECONOMIC DEVELOPMENT BOARD
FOURTH CIVIL DISTRICT ~ MORGAN COUNTY, TENNESSEE
 SCALE: 1 INCH = 200 FEET
 DATE: JULY 25, 2007

SURVEY BY:

LACKEY AND ASSOCIATES, INC.
 214 MAIN STREET
 OLIVER SPRINGS, TN 37840
 PHONE: (865) 435-7663

DRAWING NO. 07-1019



TEXT_GENERAL

TEXT_PARCEL

LEADERLINES

PARCELS

ORTHO_PHOTO (Image)

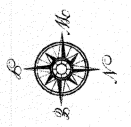
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ORTHO_PHOTO (Image)



MORGAN COUNTY, TENNESSEE

DISCLAIMER: THIS MAP IS FOR PROPERTY TAX ASSESSMENT PURPOSES ONLY. IT WAS CONSTRUCTED FROM PROPERTY INFORMATION RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS, AND IS NOT CONCLUSIVE AS TO LOCATION OF PROPERTY OR LEGAL OWNERSHIP.



June 30, 2010



Edward L. Diden, Ed.D.
Director of Morgan County Schools
136 Flat Fork Road
Wartburg, TN 37887

Re: Assistance and Fees for Coalfield Roofing Issues

Dear Dr. Diden,

As you are aware we have been asked to assist the school board with resolution of the reroofing failure at Coalfield School. As such, we have been required to expend time and fees to research the problem, visit the roof to evaluate conditions, bring in the services of a roofing expert, and correspond and document the potential resolution issues between ourselves, the school board, and the roofing contractor.

Our AIA B151 1997 contract dated February 6, 2006, 3.3.5 and 3.3.6 describe such services that are caused by an issues that is not the fault of the architect and beyond our control as additional services. As we discussed at our previous meeting we would respond to you once we had a response from Firestone. Based on the June 29, 2010 email from CM Henley it appears that Firestone will repair the roof at no cost to the County.

To date our efforts in helping to resolve this issue amount to \$4,500.00 of which \$3,000.00 are Cope's efforts and \$1,500.00 are Hankins Roofing Consultants. We can absorb the costs of Hankins through other means, but ask the school board for payment of the \$3,000.00 to Cope. If you recall our conversation you may wish to evaluate your options of this cost applied to the contractors cost of repair as it stated in their contract general conditions AIA 201 section 13.5.3.

Attached is our invoice for said efforts for the school boards payments, or to forward to CM Henley with request for payment.

Please call with questions or comments.

Sincerely,



O. Grant Tharp AIA
Vice President
Cope Associates, Inc.

Received
7/2/10
ATB



Invoice

Friday, July 2, 2010

Invoice 1

to: Morgan County School system
136 Flat Fork Road
Wartburg, TN 37887

Project: 06017 Coalfield Reroof

Professional Services for the Period: 03/01/2010 - 06/30/2010

Bill Group 03

Additional Services for assistance with Roofing Issues

Professional Services

\$3,000.00

Total

\$3,000.00



1226 KNOXVILLE HIGHWAY 62
P.O BOX 600
WARTBURG, TENNESSEE 37887
(423) 346 - 6227
(865) 882 - 6439
(865) 882 - 7460 fax

June 28, 2010

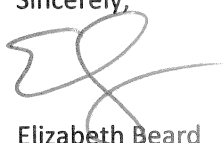
To Whom It May Concern;

We unfortunately do not have trucks that meet the exact specifications set forth by the Revised Edition of the Bid Request dated 6-11-10. We have listed the vehicles that we do have that meet some of the specifications.

1. 2007 F150 Crew Cab, 4x4, XLT, White, 5 ½ ft box, front bucket seats with console, 5.4L V8 Gas, 17 inch wheels, heat and air conditioning, automatic transmission, AM/FM/CD Stereo, 67,800 miles. \$19,475
2. 2008 F150 Super Cab, 4x4, XLT, Black, 6 ½ ft box, front bucket seats with console, 5.4L V8 Gas, 17 inch wheels, heat and air conditioning, automatic transmission, AM/FM/CD Stereo, 35,400 miles. \$21,475
3. 2006 Dodge Ram Quad Cab, 4x4, SLT, Black, 6 ½ ft bed, front bench seat with fold down armrest and storage, 4.7L V8 Gas, 17 inch wheels, heat and air conditioning, automatic transmission, AM/FM/CD Changer Stereo, 43,834 miles \$17,985
4. 2008 F150 Super Cab, 4x4, STX, White, 6 ½ ft bed, front bench seat with fold down armrest and storage, 4.6L V8 Gas, 17 inch wheels, heat and air conditioning, automatic transmission, AM/FM/CD Changer Stereo, 42,412 miles \$20,114
5. 2008 F250 Super Crew, 4x2, XLT, Silver, 5 ½ ft bed, front bucket seats with console, 5.4L V8 Gas, 17 inch wheels, heat and air conditioning, automatic transmission, AM/FM/CD Stereo, 7580 miles \$21,034
6. **6 in inventory** 2009 GMC Sierra 1500 Regular Cabs, 4x2, W/T, White, 8 ft bed, front bench seat with fold don armrest and storage, 4.8L V8 Gas, 17 inch wheels, heat and air conditioning, automatic transmission, AM/FM/CD Stereo 7724-13510 miles \$16,000

Thank you for the opportunity to earn the business of the Morgan County Schools,

Sincerely,



Elizabeth Beard

6/29/10

Bid Opening

1. David Armes
2. Jim Aytes
3. Gary Howard
4. Tom Wilson

Pick Up Trucks

Morgan Sexton Ford

2007 19,475 4x4

2008 21,475 4x4

PRESENT AT BID OPENING

Tom Wilson
David Armes
Jim Aytes
Gary D. Howard



State Bid

Department of General Services
Motor Vehicle Management
2200 Charlotte Avenue
Nashville, TN 37243-0552
(615) 327-1449 Fax: (615) 327-1559
Toll Free: (800) 447-2277

FAX

TO:

David

FROM:

Richard Mangford

DATE:

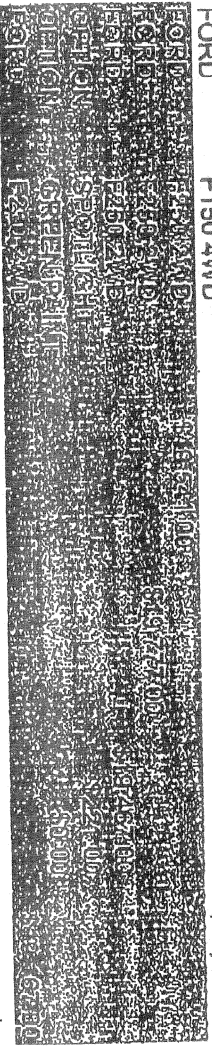
6.22.10

SUBJECT:

Vehicle

NUMBER OF PAGES (Including Cover Page) _____

SWC	CONTRACT #	REGION	VENDOR NAME	TYPE	MODEL	REGION 1	REGION 2	REGION 3	REGION 4
TRUCKS									
8' Bed 2wd	4038634/18102	1,2,3,4	ALEXANDER FORD	FORD	RANGER 2WD	\$12,908.00	\$13,059.00	\$13,030.00	\$12,908.00
	4038634/18102	3	ALEXANDER FORD	OPTION	GREEN PAINT			\$401.00	
6' bed 4wd	4038635/18104	1,2,3,4	ALEXANDER CHEV	CHEVROLET	COLORADO 4WD	\$17,734.00	\$17,734.00	\$17,689.00	\$17,734.00
	4038635/18104	3	ALEXANDER CHEV	OPTION	GREEN PAINT			\$401.00	
Ext cab 6'	4038636/18105	1,2,3,4	ALEXANDER CHEV	DODGE	DAKOTA 2WD	\$18,344.00	\$18,344.00	\$16,344.00	\$16,344.00
Ext cab 6'	4038636/18105	1,2,3,4	ALEXANDER CHEV	DODGE	DAKOTA 4WD	\$20,513.00	\$20,513.00	\$20,513.00	\$20,513.00
8' bed 2wd	4038637/18106	1	TED RUSSELL	FORD	F150 2WD	\$17,996.00			
	4038637/18106	2,3	ALEXANDER FORD	FORD	F150 2WD		\$18,152.00	\$18,084.00	
	4038634/18102	3	ALEXANDER FORD	OPTION	GREEN PAINT			\$401.00	
8' bed 4wd	4038634/18102	4	GOLDEN CIRCLE	FORD	RAM 4WD	\$21,787.00	\$21,935.00		\$17,896.00
	4038634/18102	3	ALEXANDER CHEV	DODGE	F150 2WD			\$21,781.00	
	4038635/18104	3	ALEXANDER CHEV	CHEVROLET	SILVERADO 4WD			\$401.00	
	4038635/18104	3	ALEXANDER CHEV	OPTION	GREEN PAINT				\$21,507.00
6' bed 2wd	4038638/18107	4	GOLDEN CIRCLE	FORD	RAM 2WD	\$17,549.18	\$17,549.18		
	4038639/18108	1,2	CARDINAL	DODGE	RAM 2WD			\$17,801.00	
	4038640/18109	3	WALKER CHEV	CHEVROLET	SILVERADO 2WD			\$233.75	
	4038640/18109	3	WALKER CHEV	OPTION	GREEN PAINT				\$17,549.18
	4038639/18108	4	CARDINAL	DODGE	RAM 2WD				
	4038637/18106	1	TED RUSSELL	FORD	F150 4WD	\$21,562.00			
6' bed 4wd	4038635/18104	2	ALEXANDER CHEV	CHEVROLET	SILVERADO 4WD		\$21,648.00		
	4038640/18109	3	WALKER CHEV	CHEVROLET	SILVERADO 4WD			\$20,167.00	
	4038640/18109	3	WALKER CHEV	OPTION	GREEN PAINT			\$233.75	
	4038635/18104	3	ALEXANDER CHEV	CHEVROLET	SILVER 4WD WINCH			\$23,437.00	
	4038635/18104	3	ALEXANDER CHEV	OPTION	SPOTLIGHT			\$260.00	
	4038635/18104	3	ALEXANDER CHEV	OPTION	GREEN PAINT			\$401.00	
	4038638/18107	4	GOLDEN CIRCLE	FORD	F150 4WD				\$21,226.00
8' bed 2wd	4038637/18106	1	TED RUSSELL	FORD	F150 4WD				
	4038634/18102	2	ALEXANDER FORD	FORD	F150 4WD				
	4038638/18107	3	GOLDEN CIRCLE	FORD	F150 4WD				
	4038638/18107	3	GOLDEN CIRCLE	FORD	F150 4WD				
	4038638/18107	3	GOLDEN CIRCLE	FORD	F150 4WD				
	4038638/18107	4	GOLDEN CIRCLE	FORD	F150 4WD				



*

ARC Announces Fourth Round of Grant Competition for Planning and Implementation of Community Energy Projects

May 2010

WASHINGTON, May 10, 2010-The Appalachian Regional Commission (ARC) announced the fourth round of a grant competition this week to assist Appalachian communities in leveraging renewable-energy and energy-efficiency resources to revitalize their economies. ARC expects to provide eight to ten awards of up to \$75,000 each, for a total of \$545,000 in awards, to successful applicants. "Local communities can play an important role in building demand for renewable-energy and energy-efficiency enterprises," said ARC Federal Co-Chair Earl F. Gohl. "The goal of this grant competition is to develop a community infrastructure that grows markets for those enterprises, generating new energy jobs in Appalachia in the process." ARC will fund two complementary activities as part of this grant competition: the development of community energy plans; and the implementation of a demonstration energy-efficiency or renewable-energy project in target communities.

Outcomes of funded projects could include:

- Preparation and adoption of a community energy plan by a local government jurisdiction.
- Implementation of a renewable-energy or energy-efficiency project such as:
 1. Production and/or use of renewable energy, including biofuels, biomass, solar, or wind energy, to include local siting of production facilities.
 2. Distribution of renewable energy, to include customer purchasing commitments.
 3. Expansion or start-up of "clean energy" businesses, including support for business incubation programs or targeted business financing programs.
 4. New construction or renovations that follow "green building" and LEED certification guidelines.
 5. Installation of energy-efficiency equipment in public or nonprofit facilities.

Nonprofit organizations, government entities, and public education institutions located within the Appalachian Region are eligible to apply. Private, for-profit organizations are not eligible to apply. An independent review panel will evaluate applications. This panel will include leading energy-efficiency and renewable-energy organizations and federal, state, and local partners. The review panel will forward recommendations to ARC for approval.

Applications will be evaluated on several criteria, including:

- Feasibility of the proposal and the likelihood of achieving proposed outcomes.
- Capability of applicant, including expertise in relevant program areas, grant management, and community development.

- Level of community support, including public and private-sector funding matches.
- Articulation of clear, measurable outcomes.
- Sustainability of effort, including ability to continue the activity at the conclusion of the grant period.
- Additional consideration will be provided for projects focusing on ARC-designated distressed counties and areas and at-risk counties
http://www.arc.gov/research/MapsofAppalachia.asp?MAP_ID=53, and for projects involving two or more local jurisdictions.

The deadline for application submissions is August 31, 2010. Selections will be announced in fall 2010. A webinar will be held on June 23 at 10:00 a.m. to answer questions from prospective applicants.

How to participate in the ARC 2010 Energy Grant Competition

Webinar http://www.arc.gov/program_areas/Webinar2010ARCGrantCompetitionforPlanningandImplementationofCommunityEnergyProjects.asp

Request for proposals (RFP) and information on how to apply <http://www.arc.gov/images/programs/energy/ARC2010EnergyRFP.pdf>

Please visit

www.arc.gov/energy <http://www.arc.gov/program_areas/index.asp?PROGRAM_AREA_ID=12> for more information on this grant opportunity and ARC's energy activities.

Since the launch of the ARC Energy Initiative

http://www.arc.gov/program_areas/index.asp?PROGRAM_AREA_ID=12 in 2006, the Commission has provided over \$10 million for projects promoting energy-efficient buildings, biofuels production and distribution, clean-energy incubators, geothermal heat systems, landfill gas collection and distribution, LEED traffic light installation, wind energy production, "green" investment funds, and energy-related education and training. Information on featured projects http://www.arc.gov/program_areas/2009EnergyGrantCompetition.asp is available on the ARC Web site (www.arc.gov/energy <<http://www.arc.gov/energy>>).

MEMORANDUM

To: Morgan County Schools Board of Education
From: Peggy Hamby, Nutrition and Food Director
Date: June 29, 2010
Subject: Bid Awards

The bids for milk, ice cream, bread and produce for the 2010-11 school year were opened at 10:15 a.m., Thursday, June 24, 2010, at the Morgan County Central Office, Wartburg, TN 37887. Those present were: Peggy Hamby, Gary Howard, Jeanne Hamby, Rick Lawrence from Flav-O-Rich, and Robert Carroll from Sara Lee.

The lowest bid for milk was awarded to Flav-O-Rich Dairies.
The lowest bid for ice cream was awarded to Mayfield Dairy Farms, Inc.
The lowest bid for bread was awarded to Hostess Brands (Merita).
The lowest bid for produce was awarded to Son Shine Produce, Inc.

CITY OF WARTBURG
POST OFFICE BOX 386
WARTBURG, TN 37887
(423) 346-2323

CITY RECORDER
CHERYL L. COLLINS
DIRECTOR OF PUBLIC WORKS
SONNY BRIGGS
CHIEF OF POLICE
EARL R. BALES

MAYOR
JOEY WILLIAMS
BOARD OF ALDERMAN
BACEL GUNTER
JONATHAN DAGLEY

June 7, 2010

Morgan County School Board
132 Flat Fork Road
Wartburg, TN 37887

RE: Pick up Trucks

Dear Morgan County School Board:

The City of Wartburg is in need of two pick up trucks to help with maintenance in and around the city limits. The city would like to request one for the Sewer Department in the maintenance of pumping stations and sewer lines and one for the Street Department for maintenance within the city limits. The trucks would be extremely beneficial for these and other uses around the city.

The City would greatly appreciate any consideration given concerning this matter.

Sincerely,



Joey Williams
Mayor

MORGAN COUNTY BOARD OF EDUCATION

QUALIFICATIONS AND DUTIES OF THE INSTRUCTIONAL TECHNOLOGY COACH

Descriptor Code:

Issued Date:

Job Title: Technology Integration Coach

Department: Curriculum & Instruction;
Technology

Reports To: Elementary & Secondary Supervisors of Instruction

Purpose of Job

To provide leadership in developing, achieving, and maintaining quality technology integration throughout all educational programs and services. To enhance the skills of all staff members so that technology is integrated across the curriculum resulting in increased student engagement in learning and achievement.

Essential Duties and Responsibilities:

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Provides direct service to classroom teachers.
- Works with individual and groups of teachers to develop technology skills.
- Works with teachers in their respective classrooms to improve the quality of instruction through technology integration.
- Works with new teachers to ensure their success during the first few years of teaching.
- Models best practices in technology integration then observes teachers to determine ways to enhance or improve instruction.
- Demonstrates teaching techniques which follow technology integration best practices.
- Assists classroom teachers in selecting technology that best fits standards being taught.
- Provides classroom management techniques to use when deploying technology.
- Provides follow-up for teachers who have participated in professional development activities to assure skills are implemented in the classroom.
- Assists Curriculum Coaches and administrators in their efforts with all district reform to include but not limited to: Benchmark Assessments, Curriculum Mapping, and Numeracy and Literacy including Information Literacy.
- Supports Professional Development.
- Provides information to teachers both individually and through workshops on current research in educational technology.
- Holds conferences with professional staff to enhance the quality of technology integrated instruction.
- Plans and directs professional development training for teachers and administrators.

- Provides professional development to ensure all students have the opportunity to achieve academic success while becoming technology literate in preparation for the world of work.
- Provides staff development instruction of technology in both applications and integration.
- Maintains a daily log of activities and makes it available to appropriate persons.
- Maintains up-to-date program records.
- Develops and maintains a technology integration curriculum library.
- Makes referrals to other professional staff members.

Additional Job Functions

Performs other duties as required.

Terms of Employment: District-wide position (11 month - 220 day contract). Master's Degree with a valid Tennessee Teacher's license and a minimum of ten years teaching experience; substantial experience in instructional technology; strong background in professional development, good communication skills.

Evaluation:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

KNOWLEDGE OF JOB

Considerable knowledge of the policies, procedures, and activities of the school system, and supervisory practices as they pertain to the performance of duties relating to the position. Capability to develop and implement long-term goals. Knows how to keep abreast of any changes in statutes, policy, procedures and methods as they pertain to public education. Is able to effectively communicate and interact with subordinates, supervisors, members of the general public, and other groups involved in the operation of the school system. Is able to assemble information and make written reports and documents in a concise, clear, and effective manner. Has good organizational, management, interpersonal, and technical skills. Is able to use independent judgment and discretion in supervising subordinates, including the handling of emergency situations, determining and deciding upon procedures to be implemented, setting priorities, maintaining standards, and resolving problems.

The Morgan County School System is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the school system may provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

MORGAN COUNTY BOARD OF EDUCATION

QUALIFICATIONS AND DUTIES OF ACADEMIC COACHES

**Descriptor
Code:**

Issued Date:

Job Title: Academic Coach/Mentor
(100-120 Contract)

Department: Curriculum & Instruction

Reports To: Elementary & Secondary Supervisors of Instruction

Purpose of Job

The purpose of this job is to provide leadership in developing, achieving and maintaining quality educational programs and services to improve student achievement.

Essential Duties and Responsibilities

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Provides direct service to classroom teachers.
- Works with teachers in their respective classrooms to improve the quality of instruction.
- Works with new teachers to ensure their success during the first few years of teaching.
- Observes teachers to determine ways to improve instruction.
- Demonstrates teaching techniques, skills and new concepts.
- Assists classroom teachers in selecting instruments for assessing learner needs.
- Provides tips in classroom management and discipline as needed.
- Consults and works with staff to coordinate and teach the total curriculum.
- Provides follow-up for teachers who have participated in professional development activities to assure skills are implemented in the classroom.
- Assists in evaluation, assessment and curriculum development.
- Analyzes student performance data and makes recommendations for remediation and enrichment.
- Assists classroom teachers in identifying learner needs and makes recommendations to meet those needs.
- Assists teachers in making modifications for identified student learning problems.
- Assists in development and revision of benchmark assessments.
- Assists in the development and revision of curriculum.
- Assists in the development, selection and/or adjustment of curriculum and materials.
- Assists in the correlation and dissemination of curriculum information and materials.
- Helps select appropriate curriculum materials for use in the classroom.
- Assists in the evaluation of professional development activities.

- Recommends and orders curriculum materials.
- Supports professional development.
- Provides information to teachers both individually and through workshops on current research in education.
- Holds conferences with professional staff to enhance the quality of instruction.
- Plans and directs professional development training to teachers.
- Provides professional development to ensure all students have the opportunity to achieve success on state-mandated tests and state content standards and student performance standards.
- Provides staff development instruction for technology.
- Provides staff development on literacy.
- Provides training on standards-based classroom instruction.
- Maintains a daily log of activities and makes it available to appropriate persons.
- Maintains up-to-date program records.
- Develops and maintains a curriculum library.
- Makes referrals to other professional staff members.

Additional Job Functions

Performs other duties as required.

Minimum Training and Experience Required to Perform Essential Job Functions

Master's Degree or higher. Must have previously demonstrated exemplary performance as a classroom teacher or instructional leader.

Knowledge of Job

Candidate must have considerable knowledge of the policies, procedures, and activities of the school system and instructional practices as they pertain to the performance of duties relating to the Academic Coach. Candidate must have capability to develop and implement long-term goals in the effective operation of the school system. Candidate knows how to keep abreast of any changes in statutes, policies, procedures and methods as they pertain to public education. Candidate is able to effectively communicate and interact with subordinates, supervisors, members of the general public and other groups involved in the operation of the school system. Candidate is able to assemble information and make written reports and documents in a concise, clear and effective manner. Candidate has good organizational, management, interpersonal and technical skills. Candidate is able to use independent judgment and discretion in interacting with classroom teachers, including the handling of emergency situations, determining and deciding upon procedures to be implemented, setting priorities, maintaining standards and resolving problems.

The Morgan County School System is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the school system may provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

MORGAN COUNTY BOARD OF EDUCATION

Position Title: DIRECTOR OF FEDERAL PROGRAMS AND SPECIAL PROJECTS

Descriptor Code: GCBI

Issued Date: ???

Purpose of Position:

The purpose of this position is to ensure that each student is provided with the richest educational experience the district can provide.

Essential Duties & Responsibilities:

- Responsible for writing proposals, filing applications and managing Title I, Title II, Title III, Title VI; Title I ARRA projects.
- Supervise all aspects of the 21st Century Community Learning Center Program.
- Responsible for budgetary oversight of Race to the Top grant funds.
- Assist the director of schools and professional staff in planning the wise utilization of funds available to the schools through the various federal programs.
- Act as a resource for professional staff in developing proposals for federal funds.
- Annually evaluates all federally funded projects under his/her direct supervision.
- Serve as liaison between the school system and other agencies on all projects of a joint community nature that are expected to involve the school system and that can be federally funded.
- Attend Board meetings and make reports as instructed by the director of schools.
- Compile and maintain written records and reports on results of all federal projects, and disseminates this information, as appropriate, to other educational institutions, lay groups, the State Department of Education, and the U.S. Office of Education.
- Conduct needs assessments and complies with all requirements and guidelines mandated by federal projects.
- Provide federal budget data and information as requested by the director of schools and/or assistant director of schools.
- Remain up to date on the changing laws and requirements regarding federal funds available to schools and the school system.
- Attend all meetings, workshops, and conferences associated with federal projects under his/her supervision.
- Act as a resource for individual schools in developing and updating their school improvement plans.
- Act as resource person for the director, other administrative personnel, and teachers in curriculum planning, coordinating instructional service, and making effective use of materials for instruction.
- Interview substitute teachers and make recommendations to the director of schools.
- Give assistance to teachers and administrators in locating materials, supplies, and resources to enhance instruction.
- Assist in planning in-service and staff development opportunities for professional and support staff.
- Act as a resource for curriculum studies and development of materials.

- Assist other supervisors and administrators in school planning and special projects.
- Provide assistance with new teacher orientation and induction.
- Responsible for school instructional supply funds available through Title programs.
- Assist in monitoring system and individual schools performance as reported on the “State Report Card.”
- Assist in monitoring class size requirements.
- Post professional vacancies on the Morgan County Schools website and state web pages.
- In collaboration with the Elementary Supervisor of Instruction, provide training and supervision for curriculum coaches.
- Work with other professional staff to increase parental involvement and supervise the Parent Outreach Partner.
- Supervise and assist in evaluation of all Title I personnel.
- Monitor all Title I inventory and appropriate uses of all equipment.
- Update state website and assure all teachers are Highly Qualified; keep accurate files for highly qualified information for each school.
- Provide leadership with math and literacy teams.
- Study all federal legislation, projects, and programs for the possibilities and opportunities they offer for educational grants, entitlements, and allocations offered relevant to the needs of the district.
- Write or assist other personnel in writing grants.
- Perform such other tasks and responsibilities as assigned by the director of schools.

Minimum Education and Experience Required to Perform Essential Position Functions:

Minimum 5 years successful experience as a teacher or administrator and Master’s Degree or higher in Administration and Supervision including experience with current best practices in Literacy and Numeracy. The Director of Schools may determine substitute requirements based upon appropriate combination of training, education, and experience.

Terms of Employment

1. Full time (twelve month) employee.
2. Salary to be commensurate with experience and degrees as established by the Board.

MORGAN COUNTY BOARD OF EDUCATION

**Position Title: ELEMENTARY SUPERVISOR
OF INSTRUCTION (PREK-5)**

**Descriptor
Code:
CGBN**

**Issued Date:
???**

Purpose of Position:

The purpose of this position is to ensure that each elementary school student is provided with the richest educational experience the district can provide.

Essential Duties & Responsibilities:

- Oversee all aspects of PreK-5 curriculum, instruction, and assessment programs.
- Supervise various programs including but not limited to PreK, Family Resource, and Save the Children.
- Serves as district contact for Head Start partnership.
- Assists Director of Federal Projects with development and implementation of elementary Literacy and Numeracy efforts.
- Represents elementary schools in meetings, committees and community groups.
- Assists in planning and carrying out a district wide program of curriculum review and development for the elementary grades.
- Keeps informed about current trends and practices in the various subject matter fields and disseminates professional information and materials to elementary staff.
- Leads in the evaluation of elementary instruction methods and programs, and recommends such changes and improvements as are needed.
- Develops an effective, district wide program of supervision and in-service education of the instructional staff of the elementary schools.
- Integrates instructional programs among the elementary schools and articulates curricula between elementary grade levels, and between the elementary schools and the middle schools.
- Assists principals in the planning and implementation of effective programs of supervision and evaluation.
- Observes the in-class performance of teachers, and confers and consults with the principals regarding their professional development.
- Designs, recommends, and carries out educational experimentation and disseminates and interprets the results to administrators, teachers, and staff, as appropriate.
- Coordinates and maintains such record keeping as is necessary.
- Assists in the recruiting, interviewing, screening, and recommending of qualified candidates for positions on the elementary school professional staff.
- Assists in planning and supervising the instructional orientation program for new elementary teachers.
- Supervises and coordinates the work of members of the instructional staff who provide special services to the elementary schools including Curriculum Coaches.
- Oversees and assists in administering the budget for elementary instructional materials.

- Guides research, textbook selection, examination procedures, the setting of grading standards, and the effective use of facilities and equipment at the elementary school level.
- Works with teachers in the preparation of curriculum and materials.
- Engages in an ongoing evaluation of the effectiveness of the instructional program.
- Monitors and maintains appropriate data to ensure the effectiveness of programs
- These duties are not exclusive or all-inclusive. Other duties may be required and assigned.

Minimum Education and Experience Required to Perform Essential Position Functions:

Minimum 5 years successful experience as an elementary school teacher or administrator and Master's Degree or higher in Administration and Supervision including experience with current best practices in Literacy and Numeracy. The Director of Schools may determine substitute requirements based upon appropriate combination of training, education, and experience.

Terms of Employment:

1. Full time (twelve month) employee.
2. Salary to be commensurate with experience and training as established by the Board.

DRAFT

MORGAN COUNTY BOARD OF EDUCATION

Job Description - Supervisor of Student Services	Descriptor Code: CGBC	Issued Date:
---	--	---------------------

QUALIFICATIONS

1. Minimum of a bachelor's degree in education; Master's degree preferred;
2. Tennessee certification as a public school teacher;
3. Additional certification as a public school administrator is preferred;
4. Minimum of five year's experience as a public school teacher and/or administrator;
5. Competence in the use of office equipment including computers; and
6. Ability to organize, prioritizes workload, and meets deadlines.

The duties of the Supervisor of Student Services shall include the following:

DUTIES:

1. Attendance
 - A. Prepare, maintain and submit monthly & annual attendance reports as required by the state;
 - B. Develop and maintain a system of attendance referrals by checking student personnel files and attendance patterns;
 - C. Conduct individual student counseling sessions when needed;
 - D. Contact parents or guardians by phone, mail, e-mail, or home visit as needed;
 - E. Establish and maintain a working Truancy Review Board;
 - F. Initiate Juvenile Petitions and prepare cases for formal hearings and attend Juvenile Court when cases are presented;
 - G. Serve as a liaison between the schools, students, and parents, courts, community agencies and police authorities;
 - H. Send out Legal Notices after five unexcused absences;
 - I. Send out Truancy Board Notices after 10 unexcused absences;
 - J. Petition student(s) to Juvenile Court after all other steps have failed or when unexcused absences become extreme;
 - K. Develop a system of Warning Letters for chronic attendance problems to expedite the involvement of the court system and other community services;
 - L. Document outcomes of contacts, visits and court hearings and report to principals regarding the outcomes;
 - M. Work with the technology department, guidance counselors, attendance clerks and others who use the student management software to provide training and assistance as needed;
2. Coordinate and supervise the Extended Contract program;
3. Serve as one of the two Complaint Managers for the school system involving cases of sexual harassment, bullying, and other complaints;
4. Work with the Special Education Supervisor to coordinate the placement and instruction of students who have to be placed on Homebound;
5. Coordinate and Supervise the Graduation/Attendance Coaches:
 - A. Conduct meetings and trainings with Graduation Coaches;

MORGAN COUNTY BOARD OF EDUCATION

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- B. Attend student/parent meetings conducted by Grad Coaches;
 - C. Work with Grad Coaches on Attendance & At Risk issues;
6. Coordinate and Supervise the Independent Study Program;
 - A. Attend and participate in student entry meetings;
 - B. Meet with ISP students who are having attendance, behavior, or academic issues;
 - C. Conduct graduations for the ISP program;
 7. Supervise and Coordinate the Alternative School Programs;
 8. Student Discipline and Safety:
 - A. Provide assistance and information to school administrators as needed in student discipline and safety;
 - B. Attend trainings and meetings to stay up to date on laws and regulations regarding student discipline and safety;
 - C. Serve as the Disciplinary Hearing Officer for the school district;
 - D. Assist with implementation of School Wide Positive Behavior Support program at district and building levels;
 - E. Coordinate the Tobacco Cessation Program in collaboration with building administrators and juvenile court.
 9. TSSAA
 - A. Serve as a liaison for the district, and schools with the TSSAA;
 - B. Conduct disciplinary meetings with coaches involving ejections;
 - C. Conduct meetings with coaches regarding conduct, safety, finances, etc.
 - D. Attend state rules meetings and trainings to stay up to date on rules and regulations of the TSSAA;
 10. Serve on Community Service Committees and Boards such as Foster Care Review, ROADS Program, etc.
 11. Perform other duties and responsibilities as required by the Director of Schools.

MORGAN COUNTY BOARD OF EDUCATION

JOB DESCRIPTION OF ASSISTANT DIRECTOR OF SCHOOLS/SECONDARY SUPERVISOR (6-12)

Descriptor
Code:
CGBA

Issued Date:

QUALIFICATIONS:

1. At least four years successful teaching experience and at least 6 years experience in school administration.
2. A master's degree or higher.
3. A valid superintendent's license or endorsement and supervisor of instruction certification or comparable job-related experiences.
4. Demonstrated skills in the use of office machines including computers.
5. Demonstrated skills of efficiency in office management.
6. Demonstrated ability to organize, prioritize workload, and to meet deadlines.
7. An understanding of generally accepted accounting procedures.
8. Ability to administer the business affairs of the school system in such a way as to provide the best possible educational services with the financial resources available.

DUTIES:

1. Serve as the Director of Schools in his/her absence;
2. Assist the director in budget, fiscal management, accounting procedures, and evaluation processes as required;
3. Assist the director with the central office management, duties, and required reports;
4. Under the director's supervision, be responsible for accounting of all revenues and expenditures in accordance with state and local guidelines and procedures;
5. Attend Board meetings and workshops and prepare such reports for the Board as may be required;
6. Work with Finance Office and supervisors to reconcile various accounts;
7. Assist with the processing of various vendor's requests for payment;
8. Assist with budget development and long-range financial planning;

JOB DESCRIPTION OF ASSISTANT DIRECTOR OF SCHOOLS AND SECONDARY OF SUPERVISOR (6-12) – CGBA

9. Under the supervision of the director, administers a budget control system for the district;
10. Act as advisor to the director on all questions relating to the business and financial affairs of the district;
11. Act as resource person for the superintendent, other administrative personnel, and teachers in curriculum planning and coordination of instructional services of the schools;
12. Work with building administrators to improve the quality of teaching at secondary level (7-12) with first priority given to non-tenured teachers;
13. Assist secondary teachers in developing educational objectives appropriate to the student's needs and abilities;
14. Assist building administrators with evaluation of professional personnel;
15. Assist with development of annual in-service and staff development plan based upon assessment of need;
16. Provide a sequence of instruction and learning from grade level to grade level at the secondary system level;
17. Assist principals and school faculties in the determination of types of programs needed to serve students and makes appropriate recommendations;
18. Prepares drafts of needed Board policies and administrative rules for the director's review and action;
19. Interpret the programs, philosophy, and policies of the district to staff, students, and the community.
20. Serve as a resource person to all supervisors and principals;
21. Stay well informed concerning the system and school's safety plans and their proper implementation;
22. Maintain the system's 5-Year School Improvement Plan;
23. Act as liaison between school system and community;
24. Assist director, as requested, with personnel matters;
25. Responsible for state school approval procedures and reports to include teacher certification requirements, class size requirements, course codes, 200-day accountability report, preliminary school and system reports;

JOB DESCRIPTION OF ASSISTANT DIRECTOR OF SCHOOLS AND SECONDARY OF SUPERVISOR (6-12) – CGBA

26. Monitor and assist administrators and supervisors in complying with TASL (Tennessee Academy for School Leaders) requirements;
27. Maintain records and assist director in evaluation of administrators and supervisors;
28. Monitor Southern Association of Colleges and Schools (SACS) requirements compliance;
29. Responsible for “Civil Rights” compliance;
30. Serve as sexual harassment officer and federal compliance designee;
31. Serve as chairman of the Personnel Hearing Authority;
32. Supervision and oversight of special projects including, but not limited to E4TN, Career in Mind, and High School That Work, and Race to the Top; and
33. Perform such other tasks and responsibilities as assigned by the director.

TERMS OF EMPLOYMENT:

1. Full-time (twelve months) employee.
2. Salary to be commensurate with experience and degrees as established by the Board.

MORGAN COUNTY BOARD OF EDUCATION

QUALIFICATIONS AND DUTIES OF COORDINATOR OF SCHOOL HEALTH	Descriptor Code: CGBO	Issued Date: 12/03/07
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1 QUALIFICATIONS

- 2 1. Bachelor's degree, (Master's preferred) in education, public health, family and consumer
- 3 sciences, nursing, behavioral science, physical education, counseling or other health related
- 4 field
- 5 2. 3-5 years experience in education, non profit agencies that work with children, adolescents,
- 6 families, healthcare or health promotion
- 7 3. Ability to assess health and safety needs of students, families and school employees
- 8 4. Knowledge of basic principles of research, statistics, data collection, and analysis
- 9 5. Ability to communicate effectively both verbally and in writing
- 10 6. Basic computer skills
- 11 7. The necessary health and physical qualifications
- 12

13 DUTIES

- 14 • Ensure compliance with state standards and guidelines, scope of services and all other
- 15 requirements of Coordinated School Health grant
- 16 • Plan, coordinate, implement and evaluate Coordinated School Health for Morgan County
- 17 School District
- 18 • Obtain support as needed from Tennessee Department of Education's Office of Coordinated
- 19 School Health
- 20 • Collaborate with all school staff for the promotion of student and staff health and improved
- 21 academic outcomes
- 22 • Schedule Coordinated School Health professional development opportunities for all employees
- 23 as needed
- 24 • Assist schools in the development and expansion of Healthy School Teams, Staff Coordinating
- 25 School Health Council and School Health Advisory Committee
- 26 • Use the School Health Index to determine school health priorities
- 27 • Establish and coordinate efforts among community partners and organizations for the delivery
- 28 of Coordinated School Health programs
- 29 • Maintain budget for Coordinated School Health programs
- 30 • Attend conferences and meetings as required by the Tennessee Department of Education
- 31 • Submit paperwork for reimbursement from the Tennessee Department of Education within the
- 32 designated timeframe
- 33 • Submit all required reports for the Tennessee Department of Education
- 34 • Data collection and submission of annual evaluation material for East Tennessee State
- 35 University
- 36 • Overseeing the administration of the Youth Risk Behavior Survey as required by the
- 37 Tennessee Department of Education
- 38 • Submit annual grant reapplication to the Tennessee Department of Education
- 39 • Ensure participation by all schools in the school district within 5 years of receipt of initial
- 40 grant funding
- 41 • Seek additional external funding and in-kind support for Coordinated School Health
- 42

43 TERMS OF EMPLOYMENT

44 11 month, full time employee

45

46

MORGAN COUNTY BOARD OF EDUCATION

Student Wellness Reviewed Annually	Descriptor Code JGHA	Issued Date Draft
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1 The Board recognizes the link between nutrition, physical activity and learning. **In order to implement**
2 **overall wellness for students, the guidelines for the Pre-K thru 12th grade will be followed by all**
3 **schools in the district.**¹

4 5 **HEALTH COUNCILS**

6
7 An advisory council shall be established to serve primarily as a resource to school sites. The council
8 shall consist of individuals representing the school and community, including parents, students, teachers,
9 school administrators, school board members, health professionals, school food service representatives,
10 and members of the public.

11
12 In addition, each school will have a Healthy School Team that will meet regularly to monitor, review,
13 and make recommendations specific to each site utilizing the eight modules included in the School
14 Health Index as their guide. This team will be responsible for an annual review of needs and the
15 development of goals for their school.

16
17 The State Board of Education's Physical Education Policy and the Child Nutrition and WIC
18 Reauthorization Act shall be used as guidance to make recommendations. The Board may consider
19 recommendations of these Health Councils in making policy changes or revisions.

20 21 **NUTRITION**

22
23 All schools shall offer school meal and snack programs with menus that meet the patterns and nutrition
24 standards established by the U.S. Department of Agriculture and State Board of Education's Minimum
25 Nutritional Standards for Individual Food Items Sold or Offered for Sale to Pupils in Pre-K through
26 Twelfth.^{1,3}

27
28 In addition, all foods and beverages outside the reimbursable school meal programs (including snacks,
29 vending machines, school stores, fundraising activities, etc.) which are sold 45 minutes before school,
30 during the day, and 30 minutes after the school day, will follow state guidelines.³ Such sells will not be
31 in competition with the reimbursable school meals served during breakfast and lunch.

32
33 Current/updated lists of foods in compliance for TN Competitive Foods will be provided to each school
34 annually. A link on the county's web site will be available for continuous updates.

35 36 **PHYSICAL ACTIVITY**

37
38 The Board recognizes that physical activity is extremely important to the overall health of a child.
39 Schools shall support and promote physical activity. Physical activity may be integrated into any area of
40 the school program. Physical education classes shall be offered with moderate to vigorous physical

MORGAN COUNTY BOARD OF EDUCATION

Student Wellness Reviewed Annually	Descriptor Code JGHA	Issued Date Draft
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41 activity being an integral part of the class. Students shall be encouraged by staff whenever possible to
42 be physically active.

43
44 90 minutes per week of supervised recess and/or physical activity will be intergraded into the
45 instructional day for all elementary and secondary students. ²

46
47 **CURRICULUM**

48
49 All applicable courses of study should be based on Lifetime Wellness Curriculum Standards, the K-8
50 Healthful Living Curriculum Standards, and the K-12 Physical Education Curriculum Standards.

51
52 **EVALUATION**

53
54 The Director of Food and Nutrition, the Director of Health Services and the Supervisor of Coordinated
55 School Health shall be responsible for overseeing the school district's compliance with the State Board
56 of Education Rules and Regulations. Numerous methods of assessment will be utilized to track program
57 effectiveness. At least one of the above parties will maintain current registration with the State
58 Department of Education. ³

59
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67 Legal References:

- 68
69 1. Public Law 108-265 section 204; June 30, 2004, Child Nutrition and WIC Reauthorization Act of 2004
70 2. T.C.A. 49-6-1022
71 3. TRR/MS 0520-1-6
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MORGAN COUNTY BOARD OF EDUCATION

Medical Procedure Administration of Diastat	Descriptor Code: JGCEC	Issued Date:
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Allow Public School personnel and volunteers, under no duress, to be trained by a registered nurse employed or contracted by the LEA/BOE to administer anti-seizure medication, including diazepam gel (rectal valium) to a student in an emergency situation based on the student’s physician order, parent permission and student’s individual Health Plan/Emergency Plan. However, if a school nurse is on site and able to reach the student within the specified limit, the nurse shall provide this medical procedure to the student. Training will adhere to supplement #1 – Guidelines for Emergency Use of Anti-Seizure Medication in Tennessee Schools TDOH/TDOE -2009

Supplement #1
Guidelines for Emergency Use of Anti-Seizure Medication in Tennessee Schools
TCA – 49-5-415
Chptr – Public Chapter No. 1054 Amend TCA – 49-5-415

Employee Handbook Changes

Emergency Measures (Inclement Weather) (Ref. AFC) (Page 10)

The Director of Schools is authorized to close district schools or to dismiss them early in the event of hazardous weather or other emergencies. All custodians, maintenance and transportation workers and central office ~~secretaries~~ **employees** are required to work snow days unless the employee is notified not to report to work – vacation days may be used if available. **Twelve month professional employees cannot apply summer non-work days to these absences.** All other support and professional employees do not work on days that inclement weather prevents school. Upon supervisor approval, other hourly (**non-exempt**) employees may be paid for snow days only if the employee works.

Information regarding any change in the normal opening or closing of schools will be released to the local radio station as soon as possible. Information may also be released to television stations in Knoxville. Morgan County Schools will also be able to quickly call the primary phone numbers of all students and staff to announce weather-related delays and cancellations through the rapid communication service called Alert Now.

We realize that bad weather or hazardous commuting conditions may occasionally make it impossible for employees to report to work on time.

However, you are expected to make a diligent effort to report to work when conditions have improved. If you determine that you are unable to report to work because of the conditions, inform your supervisor as soon as possible.

Central Office & Principal Time Records

(Insert page 14)

Effective July 1, 2010, all Central Office staff and principals will submit a time sheet for payroll purposes. Time sheets will be submitted on the 15th and 30th of each month. Time sheets must be completed in their entirety by the employee who is submitting the request for pay. The sheet should include the daily hours and the total hours for the pay period. Any absence or departure from work requires approval from the immediate supervisor. Leave will be taken for absences from work that approaches one-half or a greater portion of the day. If it is necessary to leave early or arrive late for personal reasons, the time will be made-up within the next day or so; by all means, during the same week. This make-up time will be noted on the time sheet.

Vacation (Ref. GCRH)- (Insert this section - Page 26)

Vacation time applies to the annual calendar (July 1 – June 30), and it does not accumulate. Twelve (12) month (240 day contract) professional employees will work 40 total days in the

months of June and July. Twelve (12) month professional employees receive 10 days vacation time taken during the summer months. These employees will work 15 full days in June and July and five days each month will be designated for vacation. Generally, the summer calendar will also include a few other days designated as non-work days and will be noted on the time sheet.

The additional ten (10) days of vacation for professional employees (240 day contract) during the regular school calendar will be applied to Christmas Break, Fall Break, or Spring Break.

Comment: Since the 200 day portion of the contract for professional employees includes 10 additional days of vacation; therefore, 240 day professional employees receive a total of 20 days vacation. The MCEA Contract ARTICLE XV: SALARIES AND WAGES – Section F. Principals seems to possess conflicting language as follows:

Each principal will work 240 days with three (3) weeks vacation, one of which will be taken during the Christmas holidays. The other two (2) weeks must be taken during the summer recess.

This matter will need some resolution through negotiations. The complete section of the contract is included on the next page.

Beginning July 1, 2010, vacation leave will be tracked through the Finance Office. The number of days will be displayed on the check stub in the same manner as sick leave.

MCEA Contract

ARTICLE XV: SALARIES AND WAGES

(Page 23)

F. Principals

Each school will have a full-time supervising principal. The Vocational Center will have a supervising director. Principals will be paid as follows:

1. State salary for teachers plus local supplement based on experience and training as established in Article XV of this Agreement and the state principal's supplement as established in the Rules, Regulations, and Minimum Standards of the State Board of Education.
2. Each principal will receive eight (\$8) dollars local supplement per month for ten (10) months for each full-time teacher under his/her supervision according the Minimum Rules and Regulations.
3. Each principal will work 240 days with three (3) weeks vacation, one of which will be taken during the Christmas holidays. The other two (2) weeks must be taken during the summer recess. The Board will be notified prior to the principal taking his summer vacation days. After determining the principal's salary in items (1) and (2) above, the figure will be multiplied by a factor of 1.2 to establish the twelve-month salary which will be paid in accordance with Article XV of this Agreement. The Vocational Center Director will be paid under the provision of this section.
4. Any required attendance at summer academies, workshops, conferences, which are approved by the Morgan County School Board, shall be considered a part of the work year. This section applies to principals and supervisors. If the State pays the principal or supervisor for the said time, the Board will not pay for the same time.

Morgan County Board-Self Assessment---2010

Item Frequency Count

	<i>NOW</i>										<i>MEAN</i>	<i>HOW IMPORTANT</i>										<i>MEAN</i>
1.1	5	5	6	6	6	5					5.50	4	5	6	6	6	5					5.33
1.2	4	5	5	6	6	4					5.00	5	6	6	6	6	4					5.50
1.3	4	5	5	4	4	5					4.50	5	5	6	6	6	5					5.50
1.4	3	5	5	5	4	5					4.50	5	5	6	5	6	5					5.33
1.5	4	5	6	6	6	5					5.33	4	5	6	6	6	5					5.33
1.6	3	4	6	6	5	6					5.00	6	5	6	6	6	6					5.83
	TOTAL MEAN										4.97	TOTAL MEAN										5.47
2.1	3	5	4	5	6	5					4.67	5	5	6	5	6	5					5.33
2.2	4	5	5	4	6	4					4.67	4	5	6	6	6	5					5.33
2.3	5	4	5	3	2	5					4.00	4	5	6	6	6	5					5.33
2.4	5	5	5	6	5	6					5.33	6	5	6	6	6	6					5.83
2.5	4	5	5	6	6	6					5.33	6	6	6	6	6	6					6.00
	TOTAL MEAN										4.80	TOTAL MEAN										5.57
3.1	4	6	6	6	6	5					5.50	6	6	6	6	6	5					5.83
3.2	3	5	5	6	6	5					5.00	6	6	6	6	6	5					5.83
3.3	4	6	6	6	6	6					5.67	5	6	6	6	6	6					5.83
3.4	3	5	5	6	6	5					5.00	6	6	6	6	6	5					5.83
3.5	4	5	6	5	6	6					5.33	4	6	6	5	6	6					5.50
3.6	6	5	6	6	6	5					5.67	6	6	6	6	6	5					5.83
3.7	4	5	4	4	5	5					4.50	4	6	5	5	6	6					5.33
3.8	2	5	5	6	6	6					5.00	6	6	6	6	6	6					6.00
3.9	3	5	5	6	5	6					5.00	5	6	6	6	6	6					5.83
3.1	4	5	6	6	6	5					5.33	4	6	6	6	6	6					5.67
	TOTAL MEAN										5.20	TOTAL MEAN										5.75
4.1	4	5	5	6	5	4					4.83	4	5	6	6	6	6					5.50
4.2	4	4	5	6	6	5					5.00	4	5	6	6	6	6					5.50
4.3	4	5	5	6	6	5					5.17	4	6	5	6	6	6					5.50
4.4	4	6	6	6	6	5					5.50	4	6	6	6	6	6					5.67
4.5	3	6	5	6	6	5					5.17	4	6	6	6	6	6					5.67
4.6	4	5	5	6	6	5					5.17	4	6	5	6	6	6					5.50
4.7	2	4	5	5	6	5					4.50	4	5	6	5	6	6					5.33
	TOTAL MEAN										5.05	TOTAL MEAN										5.52
5.1	5	5	6	6	6	5					5.50	5	6	6	6	6	6					5.83
5.2	2	3	5	5	6	4					4.17	5	5	6	5	6	6					5.50
5.3	4	5	5	6	5	4					4.83	4	6	6	6	6	5					5.50
5.4	4	5	6	6	4	3					4.67	5	6	6	6	6	6					5.83
	TOTAL MEAN										4.79	TOTAL MEAN										5.67

Morgan County Board Self-Assessment 2010

	Now	How Important
BOARD MEETINGS		
1.1 The board has sufficient time and opportunity to review the agenda and supporting materials before a board meeting.	5.50	5.33
1.2 The board encourages participation by each board member.	5.00	5.50
1.3 Board members come to meetings prepared to focus on discussion issues and keep comments relevant and brief.	4.50	5.50
1.4 All board members are routinely familiar with the agenda materials and are ready to discuss and decide important items.	4.50	5.33
1.5 Adequate background information on issues to come before the board is routinely provided in advance of the board meeting.	5.33	5.33
1.6 The board weighs all decisions in terms of what is best for the students of the school system.	5.00	5.83
	4.97	5.47
TEAM BUILDING		
2.1 The board is able to disagree on matters and still maintain an attitude of mutual respect and trust.	4.67	5.33
2.2 The board is open and honest with each other, as well as administrators and is able to maintain an attitude of mutual trust and respect.	4.67	5.33
2.3 The district has a planned program to orient newly-elected board members.	4.00	5.33
2.4 Once a decision has been made, all members respect the decision and the board speaks with one voice.	5.33	5.83
2.5 Board members do not attempt to individually speak on behalf of the board or commit the board.	5.33	6.00
	4.80	5.57
BOARD/SUPERINTENDENT/STAFF RELATIONS		
3.1 The board and superintendent trust and respect one another.	5.50	5.83
3.2 Each member of the board understands and respects the distinction between the board's responsibilities and the superintendent's duties.	5.00	5.83
3.3 Our board and superintendent agree on how complaints or concerns to board members should be handled.	5.67	5.83
3.4 Board members work to avoid surprises by sharing concerns or questions with the superintendent in advance of the board meeting.	5.00	5.83
3.5 The superintendent is given direction by the board as a whole rather than by individual members.	5.33	5.50
3.6 The board recognizes staff accomplishments.	5.67	5.83
3.7 Individual board members avoid making excessive personal requests from staff.	4.50	5.33
3.8 Board members are respectful to other board members, administrators, staff and visitors.	5.00	6.00
3.9 Board members direct complaints and requests to the superintendent rather than attempting to solve them directly.	5.00	5.83
3.10 The board ensures that an effective evaluation system is in place for the superintendent and all employees.	5.33	5.67
	5.20	5.75
VISION PLANNING		
4.1 A vision/mission statement for the district exists and is periodically reviewed by the board and widely disseminated in the district.	4.83	5.50
4.2 The vision reflects community priorities.	5.00	5.50
4.3 Discussion of major items before the board routinely includes consideration of their impact on meeting district goals.	5.17	5.50
4.4 The superintendent's evaluation considers how well the superintendent has addressed the district goals.	5.50	5.67
4.5 The board emphasizes setting and monitoring district goals, instead of how staff should achieve these goals.	5.17	5.67
4.6 The board does not get bogged down discussing operation details of the district or schools.	5.17	5.50
4.7 The board regularly solicits input from the community when establishing the future vision of the district.	4.50	5.33

Morgan County Board Self-Assessment 2010		
	5.05	5.52
BOARD POLICY		
5.1 Our board sets policies needed for the operation of the school district.	5.50	5.83
5.2 Before adopting a policy which affects them, our board actively seeks the input of employees, students and community members.	4.17	5.50
5.3 Board policies are administered consistent with the intent of the policy.	4.83	5.50
5.4 The board has developed an ongoing system to review and update all policies annually.	4.67	5.83
	4.79	5.67
STUDENT ACHIEVEMENT		
6.1 The board holds itself ultimately responsible for high achievement by all students.	4.67	5.83
6.2 The board regularly examines data to determine where achievement gaps exist and how much progress is being made to reduce those gaps.	4.83	5.83
6.3 The board provides a quality educational program imposing high individual academic standards for each student.	5.17	6.00
6.4 Student academic performance is regularly presented at the board.	4.33	5.83
6.5 The board regularly recognizes student accomplishments at board meetings.	4.67	5.67
	4.73	5.83
BOARD COMMUNITY RELATIONS		
7.1 The board provides for involvement of the public in the operating of our schools.	5.33	5.83
7.2 Our board actively promoted the school district to the public.	5.17	5.83
7.3 Our school board is respected by the community	5.17	6.00
7.4 Our board is accountable to the community.	4.83	6.00
7.5 The board refrains from committing to a position on an issue before all relevant facts are present.	4.17	5.67
7.6 Members of the board refrain from speaking for the board on issues on which the board has no official position.	4.50	5.67
	4.86	5.83
ADVOCACY		
8.1 Our board takes the initiative to establish and maintain positive personal relationships with other locally-elected officials/funding body.	4.83	5.50
8.2 Our board strives to keep local officials up-to-date on board activities and school district needs.	5.33	5.50
8.3 Our board understands the need to influence statewide legislation and works diligently to develop a positive relationship with local members of the General Assembly.	4.50	5.50
8.4 Each member of our board feels responsibility for attaining the goals of the board.	4.00	4.83
8.5 Our board is represented at TSBA's Day on the Hill Meeting.	5.33	4.83
	4.80	5.23
BUDGET/FINANCE		
9.1 The board understands the basic principles of school finance, including state, federal and local sources of revenue.	4.67	6.00
9.2 The budget reflects the strategic plan and supports the district's goals and objectives for student achievement and citizenship.	4.83	5.67
9.3 The budget reflects the district's vision and mission	4.67	5.50
9.4 The board requires proper accountability for the expenditure of school district funds.	5.50	6.00
	4.92	5.79
TOTAL	4.41	5.07

Morgan County School Board Assessment

Statement	Statement #	Now	Importance	Difference
Our board is represented at TSBA's Day on the Hill Meeting.	8.5	5.33	4.83	-0.50
The board has sufficient time and opportunity to review the agenda and supporting materials before a board meeting.	1.1	5.50	5.33	-0.17
Adequate background information on issues to come before the board is routinely provided in advance of the board meeting.	1.5	5.33	5.33	0.00
Our board and superintendent agree on how complaints or concerns to board members should be handled.	3.3	5.67	5.83	0.16
The board recognizes staff accomplishments.	3.6	5.67	5.83	0.16
The superintendent is given direction by the board as a whole rather than by individual members.	3.5	5.33	5.50	0.17
The superintendent's evaluation considers how well the superintendent has addressed the district goals.	4.4	5.50	5.67	0.17
Our board strives to keep local officials up-to-date on board activities and school district needs.	8.2	5.33	5.50	0.17
The board and superintendent trust and respect one another.	31	5.50	5.83	0.33
Discussion of major items before the board routinely includes consideration of their impact on meeting district goals.	4.3	5.17	5.50	0.33
The board does not get bogged down discussing operation details of the district or schools.	4.6	5.17	5.50	0.33
Our board sets policies needed for the operation of the school district.	5.1	5.50	5.83	0.33
The budget reflects the district's vision and mission	9.3	4.67	5.00	0.33
The board ensures that an effective evaluation system is in place for the superintendent and all employees.	3.1	5.33	5.67	0.34
The board encourages participation by each board member.	1.2	5.00	5.50	0.50
Once a decision has been made, all members respect the decision and the board speaks with one voice.	2.4	5.33	5.83	0.50
The vision reflects community priorities.	4.2	5.00	5.50	0.50
The board emphasizes setting and monitoring district goals, instead of how staff should achieve these goals.	4.5	5.17	5.67	0.50
The board provides for involvement of the public in the operating of our schools.	7.1	5.33	5.83	0.50

June 2010

Morgan County School Board Assessment

Statement	Statement #	Now	Importance	Difference
The board requires proper accountability for the expenditure of school district funds.	9.4	5.50	6.00	0.50
The board is able to disagree on matters and still maintain an attitude of mutual respect and trust.	2.1	4.67	5.33	0.66
The board is open and honest with each other, as well as administrators and is able to maintain an attitude of mutual trust and respect.	2.2	4.67	5.33	0.66
Our board actively promoted the school district to the public.	7.2	5.17	5.83	0.66
Our board takes the initiative to establish and maintain positive personal relationships with other locally-elected officials/funding body.	8.1	4.83	5.50	0.67
Board members do not attempt to individually speak on behalf of the board or commit the board.	2.5	5.33	6.00	0.67
A vision/mission statement for the district exists and is periodically reviewed by the board and widely disseminated in the district.	4.1	4.83	5.50	0.67
Board policies are administered consistent with the intent of the policy.	5.3	4.83	5.50	0.67
All board members are routinely familiar with the agenda materials and are ready to discuss and decide important items.	1.4	4.50	5.33	0.83
The board weighs all decisions in terms of what is best for the students of the school system.	1.6	5.00	5.83	0.83
Board members work to avoid surprises by sharing concerns or questions with the superintendent in advance of the board meeting.	3.4	5.00	5.83	0.83
Individual board members avoid making excessive personal requests from staff.	3.7	4.50	5.33	0.83
Board members direct complaints and requests to the superintendent rather than attempting to solve them directly.	3.9	5.00	5.83	0.83
The board regularly solicits input from the community when establishing the future vision of the district.	4.7	4.50	5.33	0.83
The board provides a quality educational program imposing high individual academic standards for each student.	6.3	5.17	6.00	0.83
Our school board is respected by the community	7.3	5.17	6.00	0.83
Each member of our board feels responsibility for attaining the goals of the board.	8.4	4.00	4.83	0.83
Each member of the board understands and respects the distinction between the board's responsibilities and the superintendent's duties.	3.2	5.00	5.83	0.83

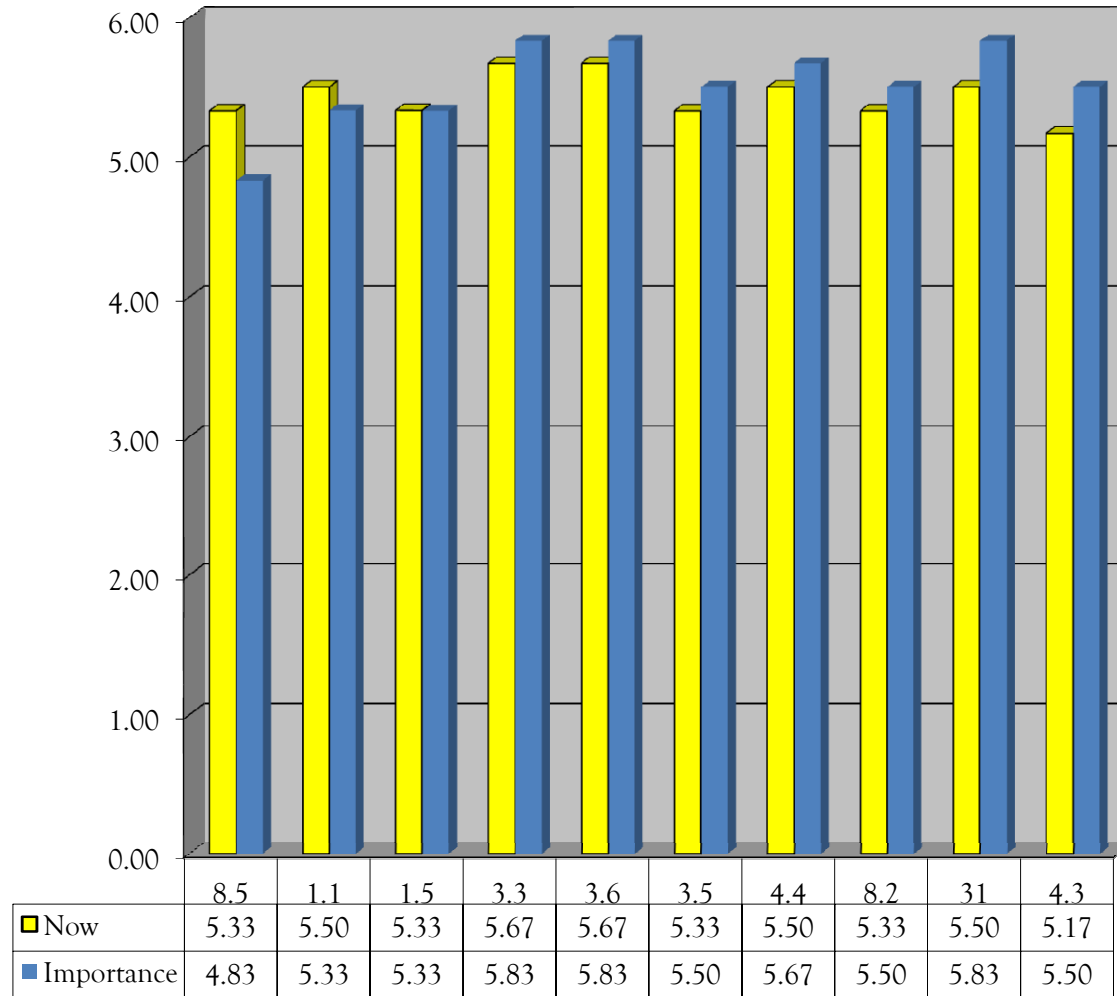
June 2010

Morgan County School Board Assessment

Statement	Statement #	Now	Importance	Difference
The budget reflects the strategic plan and supports the district's goals and objectives for student achievement and citizenship.	9.2	4.83	5.67	0.84
Board members come to meetings prepared to focus on discussion issues and keep comments relevant and brief.	1.3	4.50	5.50	1.00
Board members are respectful to other board members, administrators, staff and visitors.	3.8	5.00	6.00	1.00
The board regularly recognizes student accomplishments at board meetings.	6.5	4.67	5.67	1.00
Our board understands the need to influence statewide legislation and works dilligently to develop a positive relationship with local members of the General Assembly.	8.3	4.50	5.50	1.00
The board regularly examines data to determine where achievement gaps exist and how much progress is being made to reduce those gaps.	6.2	4.83	5.83	1.00
The board has developed an ongoing system to review and update all policies annually.	5.4	4.67	5.83	1.16
The board holds itself ultimately responsible for high achievement by all students.	6.1	4.67	5.83	1.16
Our board is accountable to the community.	7.4	4.83	6.00	1.17
Members of the board refrain from speaking for the board on issues on which the board has no official position.	7.6	4.50	5.67	1.17
The district has a planned program to orient newly-elected board members.	2.3	4.00	5.33	1.33
Before adopting a policy which affects them, our board actively seeks the input of employees, students and community members.	5.2	4.17	5.50	1.33
The board understands the basic principles of school finance, including state, federal and local sources of revenue.	9.1	4.67	6.00	1.33
Student academic performance is regularly presented at the board.	6.4	4.33	5.83	1.50
The board refrains from committing to a position on an issue before all relevant facts are present.	7.5	4.17	5.67	1.50

June 2010

Top Ten Items with Greatest Success

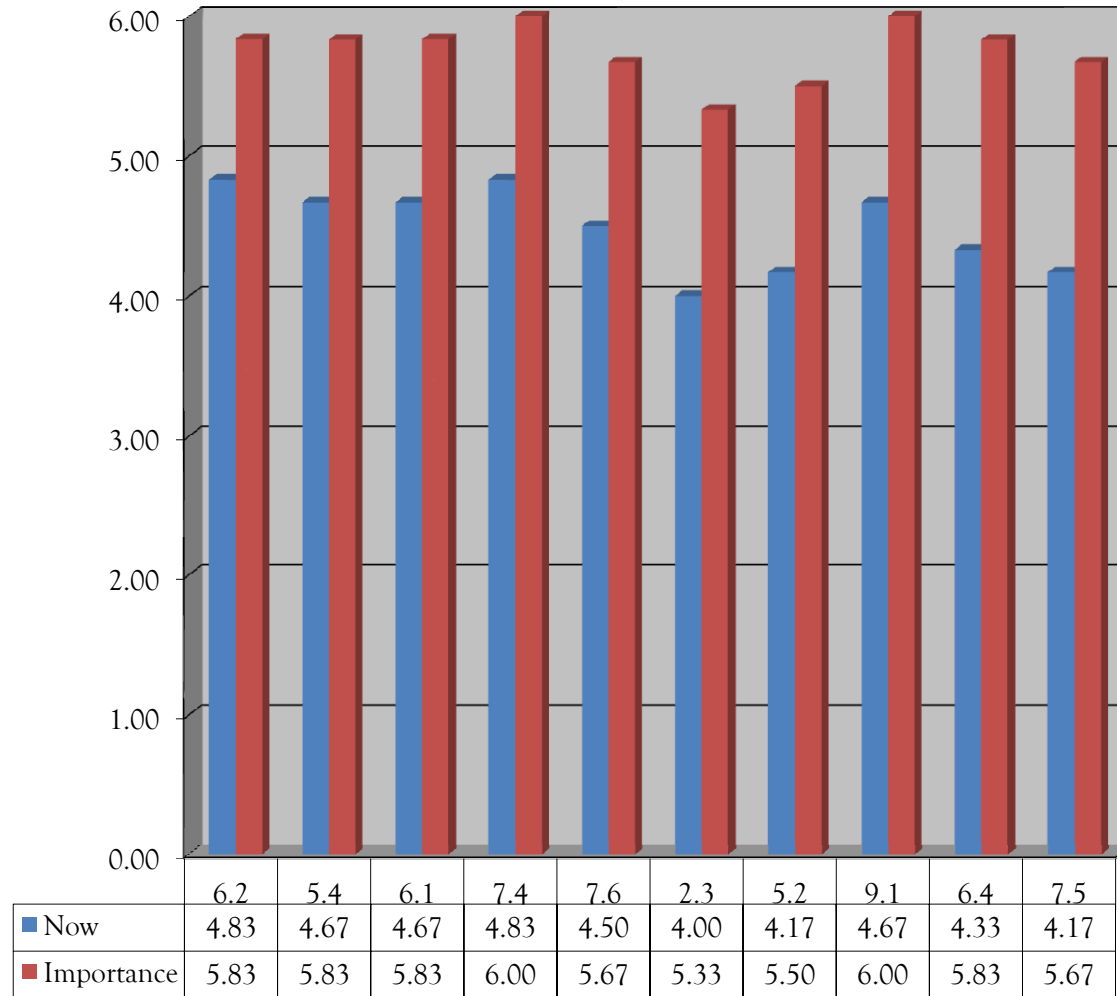


Top Ten Items with Greatest Success

Morgan County, 2010

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Top Ten Items with Greatest Concern



Top Ten Items of Greatest Concern

Morgan County, 2010

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The board regularly examines data to determine where achievement gaps exist and how much progress is being made to reduce those gaps.	6.2	4.83	5.83	1.00
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TSBA – Planning: A Joint Venutre

May 23-24, 2010

Jim Greeson - Facilitator

Commonly Held Beliefs

1. Everything must be done with excellence.
2. Strong/competent leadership
3. Our students (Morgan County) are as good as students anywhere – no excuses.
4. Lack of funding should not stand in the way of achieving goals
5. All students should be prepared for higher education or career goals.
6. Schools must be safe, inviting places.
7. Schools must embrace technology.
8. Schools must develop strong communication links with community stakeholders.
9. Each student deserves a good teacher every hour of every day.
10. Expectations with accountability at all levels.

Vision – What Can We Become?

1. Strong, competent leadership throughout the school system starting at the top.
2. Heavily involved with distance learning.
3. Equality of educational opportunity for all schools.
4. High quality teachers – every student has a good teacher every hour of every day.
5. Good professional development to assurance competency of all educators.
6. State of the art technology in every classroom.
7. Development of skills for professional staff to utilize technology in the learning process.
8. CTC providing advanced courses through distance learning.

9. All students feel welcome at school by staff and fellow students.
10. Active/strong parent involvement.
11. Learning will be interesting, inviting, and challenging consistent with the ability of each student.

Mission – Why We Exist?

Current mission statement: “To provide a safe educational environment for the teaching and learning of relevant life skills that will enable all individuals to meet their fullest potential and become productive members of our society.”

Clear, concise, and memorable.

Mission – “To provide a quality education that meets the student’s needs for a successful life.”

“Success for All”

Homework: How to engage community – stakeholders?

Community Forums

Alert Now – Expand uses

Answering machines for each school

Email banks for each school (Teachers trained in set-up classroom banks)

Goals

1. Strong leadership at all levels
2. State of the art technology
3. School – Community Relations
4. Professional Development (Effective teachers and administrators)
5. Challenging Curriculum
6. Maintain Quality Facilities

Work Plan

1. Finalize Mission Statement
2. Beliefs
3. Vision Statements
4. Goals 3-5
5. Objectives for each goal
6. Strategies for each goal
7. Build reserve funds for future capital needs

Example

Goal I – Maintain quality facilities for all students.

Upgrade HVAC systems (HVAC Director)

Demographic – growth pattern study

Maintenance/Transportation Facility

Analyze program needs

MORGAN COUNTY BOARD OF EDUCATION ANNUAL SCHOOL BOARD AGENDA

The Annual Agenda lists items for the board's consideration and/or action. The Annual Agenda is not intended to be all-inclusive, and items may be added to any monthly board agenda (Policy BCBD)

* Items which require no board formal approval or action.

August

- Regular Board Meeting-First Monday
- Regular Board Workshop-Last Monday (Coalfield School)
- Approval of Title I and Title II Projects
- Approval to Bid Competitive Foods (Policy EE)
- Approval of Board's Management/Negotiating Team and Spokes Person/Chief Negotiator (Policy HAE)
- Approval of Extended Contract Plan (GBAB)
- TSBA Fall District Meeting

September

- Regular Board Meeting – First Tuesday
- Regular Board Workshop – Last Monday (Central Middle School)
- Election of Board Chairman, Vice-Chairman and TLN Representative. (Board Policy BBAA)
- Approval of Audit Contracts for Cafeteria and School Activity Funds. (Policy DK & DID)
- Approval of Competitive Food Bid. (Policy EE)

October

- Regular Board Meeting – First Monday
- Regular Board Workshop – Last Monday (Sunbright School)
- Appointment of Board Members to Sick Leave Bank Committee. (Policy GBRHBA)
- Certification of Compliance with TCA 49-3-310(4)(A) Textbooks (ED-2152)
- State Department of Education - Report of School System/School Compliance
- Approve Textbook Adoption Committee.

November

- Regular Board Meeting – First Monday

- Regular Board Workshop – Last Monday (MC Career & Technical Center)
- Review of District Report Card
- *TSBA Annual Convention
- **Approve Textbook Adoption Committee.**

December

- Regular Board Meeting – First Monday
- Regular Board Workshop-Third Monday (Central Office)
- TSBA Day on the Hill
- Approval of School Calendar for the Next School Year. (Policy AEA)
- **Consideration of Educators Eligible for Tenure**

January

- Regular Board Meeting – First Monday
- Regular Board Workshop – Last **3rd Monday** (Central High School)
- Discussion of 2010-11 budget preparation timeline
- Approval to Bid Buses

February

- Regular Board Meeting – First Monday
- Regular Board Workshop – Last Monday (Petros Joyner School)
- Select Budget Workshop Dates
- Approval of Bus Bid

March

- Regular Board Meeting – First Monday
- Regular Board Workshop – Last Monday (Oakdale School)

April

- Regular Board Meeting – First Monday
- Regular Board Workshop – Last Monday (Central Elementary School)
- Approval of Teachers Recommended for Tenure. (Policy GBL)
- Approval of Textbook Adoption. (Policy IFAA)

May

- Regular Board Meeting – First Monday

- Regular Board Workshop – Last Monday (Central Office)
- Review of School Copy Machine Contract
- Teacher Appreciation Week
- Review of Long Range Maintenance and Capital Improvement Plan
- Review of Boards' Mission Statement and 5 year Strategic Plan. (Policy ACAA)
- Board's Self-Evaluation
- Begin Director's Evaluation

June

- Regular Board Meeting – First Monday
- Regular Board Workshop – Last Monday (Central Office)
- (Board Notification) Appointment of Complaint/Harassment Managers. (Policies JCAC and JCAD)
- Complete Director's Evaluation and Present to Public

July

- Regular Board Meeting – First Monday
- Regular Board Workshop – Last Monday
- Approval of Annual Board Agenda
- Approval of Board Meetings and Workshop Calendar dates for the next fiscal year.
- Approval of School Budget (Policy DC) and/or Approval of Continuing Budget Resolution
- *TSBA Annual Summer Law Institute (Last Friday and Saturday in July)
- Approval of Special Education Comprehensive Plan
- Approval of Title IV Safe Drug-free Schools Application

MORGAN COUNTY SCHOOLS

EXPENDITURE REPORT (Including Encumbrances)

For Month Ended June 30, 2010

	MONTH OF JUNE			JUNE YEAR-TO-DATE		
	Activity	Bdgt (1/12th)	Prct	Activity	Budget	Prct
141 - G.P. SCHOOLS						
71100 - REGULAR INSTRUCTION	1,617,158	828,536	195%	9,160,679	9,942,436	92%
71100 - REGULAR INSTR (MOE)	49,734	25,685	194%	375,615	308,221	122%
71100 - REGULAR INSTR (ARRA)	0	49,558	0%	594,700	594,700	100%
71200 - SPECIAL EDUC PROG	214,152	126,033	170%	1,512,400	1,512,400	100%
71300 - VOCATIONAL EDUC PROG	122,702	78,863	156%	910,480	946,350	96%
72110 - ATTENDANCE	6,355	13,946	46%	163,296	167,352	98%
72120 - HEALTH SERVICES	43,219	19,931	217%	230,047	239,170	96%
72310 - OTHER STUDENT SUPP	86,349	44,023	196%	526,479	528,280	100%
72210 - REGULAR INSTR PROG	201,032	79,651	252%	875,864	955,814	92%
72220 - SPECIAL EDUC PROG	14,455	12,633	114%	144,431	151,590	95%
72230 - VOCATIONAL EDUC PROG	6,173	6,695	92%	75,442	80,340	94%
72310 - BOARD OF EDUCATION	27,336	47,541	57%	414,738	570,490	73%
72320 - OFFICE SUPERINTENDENT	29,954	22,922	131%	276,904	275,060	101%
72410 - OFFICE OF PRINCIPAL	114,851	102,321	112%	1,166,673	1,227,850	95%
72610 - OPERTATION OF PLANT	72,579	127,668	57%	1,449,218	1,532,019	95%
72620 - MAINT. OF PLANT	147,419	55,310	267%	636,778	663,716	96%
72710 - TRANSPORTATION	-6,659	77,054		865,547	924,643	94%
73100 - FOOD SERVICE	0	2,583	0%	31,000	31,000	100%
73400 - EARLY CHILDHOOD EDUC	0	0		0	0	
76100 - CAPITAL OUTLAY	0	10,163	0%	114,976	121,950	94%
82000 - DEBT SERVICE	0	62,177	0%	743,757	746,124	100%
99100 - OTHER USES	0	0		0	0	
Grants						
0003 - CO-ORDINATED SCH HLTH	13,080	10,167	129%	120,819	122,000	99%
0041 - CAREER IN MIND (TnACHE)	213	1,667	13%	950	20,000	5%
0053 - SAVE-THE-CHILDREN	26,342	8,833	298%	107,080	106,000	101%
0319 - FAMILY RESOURCE	20,640	4,919	420%	49,618	59,026	84%
0501 - DISTANCE LEARNING	0	833	0%	5,541	10,000	55%
7009 - PRE K LOTTERY	237,393	0		663,342	830,590	80%
7016 - 21st CENTURY LEARNING	70,303	16,936	415%	181,272	203,238	89%
7019 - PRE K EXPANSION	0	0		0	0	
TOTAL G.P.Schools:	3,114,781	1,836,647	170%	21,397,645	22,870,359	94%
142 - FEDERAL SCHOOLS						
011 - TITLE I & II ADMIN	8,403	17,745	47%	191,200	212,942	90%
101 - TITLE I	122,161	90,366	135%	968,133	1,084,395	89%
10S - TITLE I ARRA	14,698	47,458	31%	261,195	569,496	46%
201 - TITLE 2A	13,245	22,866	58%	194,451	274,392	71%
231 - TITLE 2D	-1,366	1,218		14,778	14,610	101%
23S - TITLE 2D ARRA	4,490	1,749	257%	20,991	20,991	100%
401 - TITLE 4	0	1,381	0%	16,567	16,567	100%
501 - TITLE 5	130	23	572%	402	272	148%
601 - TITLE 6	0	7,203	0%	82,024	86,433	95%
801 - CARL PERKINS	5,701	12,985	44%	155,819	155,819	100%
901 - IDEA	-7,931	59,775		716,773	717,295	100%
911 - IDEA PreSCHOOL	2,457	2,655	93%	31,855	31,855	100%
90S - IDEA ARRA	127,512	63,557	201%	728,671	762,679	96%
91S - IDEA PreSCH ARRA	13,085	1,418	923%	14,322	17,020	84%
TOTAL Federal School Project:	302,585	330,397	92%	3,397,181	3,964,767	86%
143 - CENTRAL CAFETERIA						
73100 - FOOD SERVICE	-29,652	146,259		1,570,666	1,755,113	89%
73300 - COMMUNTIY SERVICES	40,386	10,400	388%	76,795	124,800	62%
TOTAL Cafeteria:	10,734	156,659	7%	1,647,461	1,879,913	88%

MORGAN COUNTY SCHOOLS

EXPENDITURE REPORT (Including Encumbrances)

For Month Ended June 30, 2010

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Y-T-D TOTAL	BUDGET	PRCT
141 - G.P. SCHOOLS															
71100 - REGULAR INSTRUCTION	22,970	545,747	871,422	879,076	934,842	263,959	824,807	619,166	824,722	826,859	929,951	1,617,158	9,160,679	9,942,436	101.9%
71100 - REGULAR INSTR - MOE	0	0	0	0	0	0	0	263,661	21,108	20,556	20,556	49,734	375,615	308,221	
71100 - REGULAR INSTR - ARRA	0	0	0	0	0	594,700	0	0	0	0	0	0	594,700	594,700	
71200 - SPECIAL EDUC PROG	51,483	80,599	156,534	147,732	125,574	123,409	128,182	119,593	119,415	118,705	127,022	214,152	1,512,400	1,512,400	100.0%
71300 - VOCATIONAL EDUC PROG	10,201	44,950	79,455	80,625	84,202	88,504	80,496	81,824	82,157	76,640	78,723	122,702	910,480	946,350	96.2%
72110 - ATTENDANCE	22,341	66,728	6,616	6,767	7,200	6,629	6,671	12,629	6,818	6,810	7,732	6,355	163,296	167,352	97.6%
72120 - HEALTH SERVICES	0	9,390	20,706	19,190	19,966	19,126	19,539	19,546	19,749	20,329	19,288	43,219	230,047	239,170	96.2%
72310 - OTHER STUDENT SUPP	9,441	20,912	47,159	40,806	42,178	39,896	40,593	41,289	48,782	64,089	44,985	86,349	526,479	528,280	99.7%
72210 - REGULAR INSTR PROG	17,348	44,606	103,902	81,395	53,339	51,730	58,127	56,475	78,372	58,114	71,423	201,032	875,864	955,814	91.6%
72220 - SPECIAL EDUC PROG	7,854	11,208	10,747	13,337	13,737	13,835	13,908	12,475	11,996	11,996	8,882	14,455	144,431	151,590	95.3%
72230 - VOCATIONAL EDUC PROG	5,801	6,092	6,376	6,376	6,376	6,376	6,344	6,344	6,344	6,344	6,494	6,173	75,442	80,340	93.9%
72310 - BOARD OF EDUCATION	268,198	11,118	13,121	8,869	22,858	-10,597	999	12,486	36,637	12,520	11,194	27,336	414,738	570,490	72.7%
72320 - OFFICE SUPERINTENDENT	20,042	20,795	21,802	20,673	20,718	23,158	19,903	20,434	31,234	22,911	25,280	29,954	276,904	275,060	100.7%
72410 - OFFICE OF PRINCIPAL	90,655	80,265	93,504	92,338	100,508	91,433	106,651	95,622	94,328	94,003	112,516	114,851	1,166,673	1,227,850	95.0%
72610 - OPERATION OF PLANT	108,120	112,890	119,290	131,675	100,633	110,945	116,070	175,704	152,975	150,252	98,087	72,579	1,449,218	1,532,019	94.6%
72620 - MAINT. OF PLANT	111,503	34,783	117,206	-15,434	29,417	98,887	-21,202	33,167	101,733	-27,749	27,047	147,419	636,778	663,716	95.9%
72710 - TRANSPORTATION	41,153	36,114	103,898	54,299	98,714	91,854	75,333	68,423	107,147	72,265	123,006	-6,659	865,547	924,643	93.6%
73100 - FOOD SERVICE	0	0	0	0	0	0	0	0	0	0	31,000	0	31,000	31,000	100.0%
73400 - EARLY CHILDHOOD EDUC	0	0	0	0	0	0	0	0	553	2,022	-2,575	0	0	0	
76100 - CAPITAL OUTLAY	0	0	0	0	2,732	0	10,294	0	0	0	101,950	0	114,976	121,950	94.3%
82000 - DEBT SERVICE	0	113,632	0	630,124	0	0	0	0	0	0	0	0	743,757	746,124	99.7%
99100 - OTHER USES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Grants															
0003 - CO-ORDINATED SCH HLTH	8,136	8,673	9,464	10,813	11,285	9,833	7,905	8,607	10,488	8,768	13,768	13,080	120,819	122,000	99.0%
0041 - CAREER IN MIND (TRACHE)	0	0	0	0	0	0	0	222	32	483	0	213	950	20,000	4.8%
0053 - SAVE-THE-CHILDREN	0	2,787	5,695	11,598	7,706	11,852	5,664	5,700	10,670	5,674	13,391	26,342	107,080	106,000	101.0%
0319 - FAMILY RESOURCE	1,919	3,647	3,343	2,703	794	4,388	1,658	3,185	1,420	1,778	4,144	20,640	49,618	59,026	84.1%
0501 - DISTANCE LEARNING	0	0	0	0	0	0	0	737	219	236	4,348	0	5,541	10,000	55.4%
7009 - PRE K LOTTERY	2	18,221	40,401	38,063	51,694	84,191	36,389	36,018	38,685	38,619	43,667	237,393	663,342	830,590	79.9%
7016 - 21ST CENTURY LEARNING	202	6	2,259	1,326	658	39,944	188	272	2,991	827	62,296	70,303	181,272	203,238	89.2%
7019 - PRE K EXPANSION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL G.P.Schools:	797,367	1,273,163	1,832,900	2,262,352	1,735,130	1,764,052	1,538,518	1,693,579	1,808,577	1,593,053	1,984,173	3,114,781	21,397,645	22,870,359	
	3.5%	5.6%	8.0%	9.9%	7.6%	7.7%	6.7%	7.4%	7.9%	7.0%	8.7%	13.6%	93.6%		
142 - FEDERAL SCHOOLS															
011 - TITLE I & II ADMIN	8,884	10,270	9,448	9,914	10,089	18,430	10,182	16,257	42,638	37,388	9,299	8,403	191,200	212,942	89.8%
101 - TITLE I	6,095	36,418	203,478	64,253	70,723	62,571	67,354	79,692	120,860	68,121	66,407	122,161	968,133	1,084,395	89.3%
10S - TITLE I ARRA	26,269	15,829	65,890	17,265	16,536	22,564	15,471	16,036	15,454	16,827	18,357	14,698	261,195	569,496	45.9%
201 - TITLE 2A	27,915	14,551	13,337	40,037	8,060	35,369	7,667	3,657	247	9,541	20,827	13,245	194,451	274,392	70.9%
231 - TITLE 2D	1,254	0	4,849	1,336	-90	334	0	0	0	0	8,461	-1,366	14,778	14,610	101.1%
23S - TITLE 2D ARRA	0	0	3,205	0	0	0	0	572	3,936	2,271	6,517	4,490	20,991	20,991	100.0%
401 - TITLE 4	655	111	1,190	950	1,303	629	199	2,578	3,897	4,257	798	0	16,567	16,567	100.0%
501 - TITLE 5	0	0	182	0	0	90	0	0	0	0	0	130	402	272	147.7%
601 - TITLE 6	22,243	0	44,770	2,000	0	23,984	0	0	-13,904	2,931	0	0	82,024	86,433	94.9%
801 - CARL PERKINS	36	7,729	10,085	92,885	17,607	8,446	1,844	2,335	2,666	4,450	2,035	5,701	155,819	155,819	100.0%
901 - IDEA	1,162	27,351	84,923	90,781	111,974	109,085	78,710	57,855	56,565	54,140	52,158	-7,931	716,773	717,295	99.9%
911 - IDEA PreSCHOOL	66	1,244	2,481	6,012	4,727	3,522	2,475	2,475	2,475	2,475	1,447	2,457	31,855	31,855	100.0%
90S - IDEA ARRA	0	101,502	82,799	42,022	19,316	24,488	26,737	76,043	67,118	74,836	86,299	127,512	728,671	762,679	95.5%
91S - IDEA PreSCH ARRA	0	0	0	1,187	-72	-62	0	0	-738	-315	1,237	13,085	14,322	17,020	84.2%
TOTAL Federal School Project:	94,579	215,004	526,636	368,640	260,173	309,449	210,638	257,499	301,214	276,920	273,844	302,585	3,397,181	3,964,767	
	2.4%	5.4%	13.3%	9.3%	6.6%	7.8%	5.3%	6.5%	7.6%	7.0%	6.9%	7.6%	85.7%		
143 - CENTRAL CAFETERIA															
73100 - FOOD SERVICE	125,295	36,630	163,496	264,797	64,718	170,048	201,681	22,072	119,889	253,488	178,205	-29,652	1,570,666	1,755,113	89.5%
73300 - COMMUNITY SERVICES	49,320	-14,337	2,139	2,674	2,138	2,352	1,454	2,139	2,139	-13,639	30	40,386	76,795	124,800	61.5%
TOTAL Cafeteria:	174,615	22,293	165,635	267,470	66,856	172,400	203,135	24,211	122,028	239,850	178,235	10,734	1,647,461	1,879,913	
	9.3%	1.2%	8.8%	14.2%	3.6%	9.2%	10.8%	1.3%	6.5%	12.8%	9.5%	0.6%	87.6%		

Performance Targets

Morgan County Director of Schools

2009-2010

Performance Goal 1: Improved Student Achievement

Objective 1: Continuous evaluation of curriculum and instructional processes (PreK-12) to meet the needs of all students and the state established Adequate Yearly Progress (AYP) benchmarks of NCLB.

Performance Indicators: The performance objective is complete when the Director of Schools provides evidence of the following:

- a.) A continued comprehensive review (TCSP and SIP Process) of curriculum and instructional programs (PreK-12) with recommendations for improvements to meet the needs of all students.
- b.) The analysis of district, school, and individual standardized test data for the purpose of developing a plan for improving student achievement to meet or exceed Adequate Yearly Progress benchmarks. In targeted schools, the analysis of achievement scores will include the development and implementation of an individualized prescriptive intervention plan for students scoring below proficient.
- c.) Student attendance will be monitored and appropriate interventions used with students and families to improve attendance. Student attendance on state test dates will also be monitored to assure that the percent participation meets NCLB accountability standards.
- d.) The development and implementation of a K-5 Balanced Literacy Program in all elementary schools.
- e.) Continued development and improvement of PreK Programs.
- f.) Refine and continue implementation of strategies to meet the NCLB target graduation rate for Morgan County High Schools.
- g.) Develop a Response to Intervention (RTI) model to identify students in grades K-12 with learning disabilities (in conjunction with Balanced Literacy Program).
- h.) An on-going staff development plan to prepare educators and students to meet the more rigorous requirements of the revised state K-12 curriculum standards and assessment system.

Objective 2: Continue to review, evaluate and make recommendations for improvement and/or expansion of Career and Technical Education (CTE) programs of Morgan County Schools.

Performance Indicators: The performance objective is complete when the Director of Schools provides:

- a.) an on-going comprehensive evaluation of CTE program and existing course offerings and student services,
- b.) program recommendations based on evaluation cited in (a),
- c.) an explanation of existing revenues used to fund current CTE programs and budgetary requirements for future improvements, and
- d.) evidence of the increased integration of secondary CTE and academic programs.

Objective 3: Continued analysis of the requirements of the State Board of Education "High School Transition Policy" (Tennessee Diploma Project) and its implementation.

Performance Indicators: The performance objective is complete when the Director of Schools provides:

- a.) an explanation of the policy and an analysis of the impact of the new requirements for high school students, faculty, staff, and administration.
- b.) a staffing plan to meet requirements including budgetary considerations.
- c.) a staff development plan (including cost) for teachers and administrators so as to build the capacity to meet the new requirements.

Objective 4: Increase the average ACT scores of high schools students so as to reduce the percentage of students required to enroll in remedial or developmental studies courses upon entering college.

Performance Indicators: The performance objective is complete when the Director of Schools provides the following:

- a.) A report of Morgan County School's ACT scores as compared to the state and national average beginning with the 2004-05 school year (5-Year Review) including cumulative subtest analysis of student achievement of past and present students,
- b.) An analysis of the 2008-09 ACT EXPLORE (8th grade) and the PLAN (10th grade) student test results.
- c.) A report on the use of ACT EXPLORE and PLAN results to assist educators with instructional improvements and to provide advisement and career counseling for students and parents.
- d.) A plan for the development of prescriptive interventions for 8th (EXPLORE) and 10th (PLAN) grade students who are not performing on the level to be on track to reach the ACT Readiness Benchmarks.
- e.) Continue and explore expansion of dual enrollment and dual credit programs for college and career and technical students.

Objective 5: Maintain computer network system reliability and expand the uses of technology in the instructional process.

Performance Indicators: The performance objective is complete when the Director of Schools:

- a.) provides a plan for supervision of technology use in schools and classrooms to ensure the appropriate administrative and instructional utilization of technology,
- b.) analyzes current K-8 instructional programs in computer technology and develops strategies for expanding secondary courses for students.
- c.) provides the board with an annual technology staff development plan based upon identified needs of professional staff,
- d.) provides periodic updates to the board on the expanded use of technology in instructional and administrative processes, and
- e.) provides a long-range plan for computer equipment replacement including cost estimates that assures the continued and expanded use of technology for instructional and administrative purposes.

Objective 6: Utilization of Distance Learning as a means to increase learning opportunities for students.

Performance Indicators: The performance objective is complete when the Director of Schools provides progress reports on:

- a.) The successful deployment of district-wide distance learning technology as prescribed in year one of the grant,
- b.) develops a plan for the expanded use of distance learning across the curriculum,
- c.) the implementation of other components of a system wide distance learning program; and,
- d.) the potential uses of distance learning to meet the requirements of the Tennessee Diploma Project.

Performance Goal 2: Improved organizational efficiency and effectiveness.

Objective 1: Continuous evaluation of the organizational structure of the central office to achieve maximum efficiency and effectiveness.

Performance Indicators: The performance objective is complete when the Director of Schools provides:

- a.) a continual analysis of the duties of all central office personnel and any recommendations for changes to the board, and
- b.) if necessary, a fiscal review with budgetary recommendations.

Objective 2: Review, be knowledgeable of, and work to remain in compliance with all approved board policies and administrative procedures; and when necessary, recommend deletions, additions, or modifications that ensure compliance with federal, state, and local guidelines.

Performance Indicators: The performance objective is complete when the Director of Schools:

- a.) prepares a plan with the assistance of TSBA to review all board policies and administrative procedures,
- b.) reviews federal, state, and local guidelines,
- c.) continuously reviews current policies and administrative procedures recommending deletions, additions, or modifications for school board consideration, and
- d.) facilitates the review of all current board policies with conversion to a numeric on-line system with search capability.

Objective 3: Provide and promote activities that give the school board an opportunity to review its effectiveness and improve the relationship between individual school board members, and the school board as a whole with the Director of Schools.

Performance Indicators: The performance objective is complete when the Director of Schools provides:

- a.) the school board with information regarding improvement activities such as workshops, clinics, conventions, board retreats, etc..., and
- b.) information regarding criteria for individual school board member recognition (e.g., Boardsmanship Awards), school board recognition (e.g., Boards of Distinction) and the criteria required for school board district and state recognition, and
- c.) the school board with a self-evaluation instrument that reviews school board effectiveness and allows for each school board member to make recommendations and suggestions for improvement.

Objective 4: Each year, complete the Director of Schools activities outlined in the board approved annual agenda.

Performance Indicator: The performance objective is complete when the Director of Schools can provide evidence that annual agenda items referencing the Director of Schools have been completed or are on-going and nearing completion.

Objective 5: Continue to examine the immediate and long-term maintenance needs for the school district.

Performance Indicator: The performance objective is complete when the Director of Schools provides information on the current maintenance needs at all facilities including projected cost for budgeting purposes.

Performance Goal 3: Assure quality performance of all personnel.

Objective 1: Establish an on-going annual performance contract with school principals and certificated central office personnel.

Performance Indicators: The performance objective is complete when the Director of Schools has:

- a.) reviewed and discussed expectations and performance targets with all appropriate personnel, and
- b.) formulated an annual performance contract to meet specific school, program, and/or individual goals and expectations.
- c.) devised a method and timeline for performance evaluations, modifications, and developmental plans for appropriate personnel as needed.

Objective 2: Expanded professional growth opportunities for current and future instructional leaders.

A. "Aspiring Administrators" Program for Morgan County Schools.

Performance Indicators: The performance objective is complete when the Director of Schools:

- a.) researches "best practices" and provide an update to the board on similar programs in other school districts,
- b.) develops an implementation plan (including program content, selection of staff, recruitment of participants, schedule of sessions),
- c.) demonstrates collaboration with other school districts and local universities in the development on these programs,
- d.) provides an evaluation of the program at the end of the 2009-10 school year.

B. The TN State Department Educational Leadership Redesign (Tennessee Learning-Centered School Leadership System)

Performance Indicators: The performance objective is complete when the Director of Schools:

- a.) provides explanation of the revised Tennessee Instructional Leadership to current school leaders and aspiring administrators,
- b.) Provides evidence of school district partnerships with area universities in the redesign of their Instructional Leadership Programs, and
- c.) Provides evidence of on-going professional growth for current administrators throughout the school year.

Objective 3: Attract and retain the best faculty, staff, and administrators.

Performance Indicators: The performance objective is complete when the Director of Schools presents:

- a.) an analysis of compensation packages of school system employees and offer suggestions for improvements;

- b.) a plan that has reviewed the compensation packages provided by adjacent school systems and those that have a per capita income, fiscal capacity, and demographics similar to Morgan County; and
- c.) a funding proposal is prepared and presented to the school board and county commission on the cost of competitive compensation for all categories of school employees.

Performance Goal 4: Improved public relations and community engagement.

Objective 1: Work with the school board to develop and implement an annual plan promoting Morgan County Schools and engaging all stakeholders including families, community members, business and industry, and local government officials.

Performance Indicator: The performance objective is complete when

- a.) Director and other school administrators continue and expand upon the Family and Community Engagement Plan at the district and building level,
- b.) Central Office and school staffs communicate regularly with all stakeholder groups through school newsletters, press releases to radio and newspaper, web postings, "Good News" reports at school board meetings,
- c.) Strategic planning is continued through the Tennessee Comprehensive System-wide Planning Process (TCSP),
- d.) School district continues participation in local economic and community development issues through the Three Star Program, and
- e.) All administrators assist in the development of a collaborative working relationship with the County Commission.

Performance Goal 5: Funding - Budget development and pursuit of external funding for system-wide school improvement.

Objective 1: Continue search for grant funding for various school improvement efforts consistent with the long-range strategic plan.

Performance Indicators: The performance objective is complete when the Director of Schools reports:

- a.) to the board the current status of existing school grants, matching or in-lieu of funds required, and
- b.) periodic updates on how the school system can improve and access potential grants available to Morgan County Schools.

Objective 2: Develop an annual budget for the school board.

Performance Indicators: The performance objective is complete when the Director of Schools presents a budget document that is consistent with the five year strategic plan, Tennessee Comprehensive System-wide Planning Process (TCSPP), school board policies, and other guidelines established by the State Department of Education.

We accept the above Performance Agreement.

_____	_____
Edward L. Diden, Ed.D. Director Morgan County Schools	Date

_____	_____
Terry Armes, Chairman Morgan County Board of Education	Date

**Morgan County Schools
Time/Schedule Analysis
Spring, 2010**

School	Earliest Bus Arrival (AM)	Last Bus Arrival (AM)	Instructional Start Time	First Dismissal Bell (PM)	Car Rider-Dismissal Time	Last Bus Departure (PM)
Central Elementary	7:40	8:05	8:30	3:10	3:10	3:30
Central Middle	7:30	8:10	8:15	3:10	3:15	3:15
Central High	7:40	8:07	8:30	3:20 – PJ 3:20 CTC 3:30 - Others	3:20 - PJ 3:25 CTC 3:30 Others	3:40
Coalfield	7:30	7:50	8:34		3:15	3:25
Oakdale	7:45	8:05	8:30	3:25 – Jr. High 3:30 - HS	3:10 K-5	3:35
Petros Joyner	7:45	7:50	8:30	3:15	3:15	3:35
Sunbright	7:55	8:10	Announcements 8:30 Class - 8:35	Announcements 3:15 PreK-5 – 3:25 6-8 3:28 9-12 – 3:30	PreK-8 3:10	3:30
Morgan County CTC	8:15	8:35	8:40	3:00	3:12	3:12

Student Day:

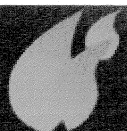
8:15am-3:15pm – Central Middle School
8:30am -3:30pm – All Other Schools

Other Information

PJ - Teachers pick up students at 8:00am

New Administrator Leadership Institute July 21 and 22

Betty Sue Sparks [sparksb1@gmail.com]


Sent: Friday, July 02, 2010 11:33 AM**To:** Patti Boyd; hunterb@mcs.mail.net; Joseph Miller; Jamie Pemberton; Tim Hines; Myrna Gail Sumner; Laura Bunch**Cc:** Anfara Jr, Vincent A [vanfara@utk.edu]; Edd Diden; Wanda Lane**Attachments:** New Administrators Introdu~1.doc (56 KB)**CENTER for EDUCATIONAL LEADERSHIP**

Congratulations and welcome to the Morgan County Schools district administrative team! I am looking forward to having the opportunity to work with each of you during the coming school year. Attached you will find the agenda for our upcoming new administrators' introductory seminar. As you will note from the agenda, we have a wealth of important information to share with you. The training will take place on **Wednesday, July 21 and Thursday, July 22** in room 104 at the Simpson Professional Development Center.

These sessions will be the beginning of training opportunities that will occur each month during your first year as an administrator. These monthly sessions will focus on identified needs of new administrators that include topics such as setting instructional direction, data analysis, coaching and developing staff, time management, and building effective teams.

I look forward to seeing each of you on **Wednesday, July 21**. Please do not hesitate to email (bsparks6@utk.edu) or call me (865.679.0563) if you have questions.

Betty Sue Sparks, M.S., SPHR
Cornerstone Principal in Residence
The University of Tennessee
302 Bailey Education Complex
Knoxville, TN, 37996-3430
865-974-4555
865-974-4563 (fax)

THE UNIVERSITY of TENNESSEE 



New Administrators Introductory Training

Wednesday, July 21 and Thursday, July 22, 2010

Simpson Professional Development Center Room 104

Wednesday, July 21

- 8:30-9:15 Introductions (Betty Sue Sparks)
Balanced Leadership Overview
NASSP D21 Skills
- 9:15-10:15 Board Policy and Procedure, TCA Overview, Memorandum of Agreement
(Monty Howell)
- 10:15-10:30 Break
- 10:30-11:30 Human Resources Basics (Kathy Sims)
- 11:30-12:30 Lunch on your own
- 12:30-1:00 Professional Development and TASL (Rodney Russell)
- 1:00-1:30 School Security (Steve Griffin)
- 1:30-3:30 Technology (Beau Stanley, Micki Daniel)

Thursday, July, 22

- 8:30-10:00 Special Education overview (Missy Massie)
- 10:00-10:15 Break
- 10:15-11:30 Data Analysis (John Beckett)
- 11:30-12:30 Lunch on your own
- 12:30-1:30 Student Due Process and Discipline (Brian Hartsell)
- 1:30-2:30 Public Relations (Melissa Copelan)
- 2:30-4:00 Finances and Accounting (Roger Underwood)