

Board of Education Regular Meeting

October 26, 2021 6:00 PM

City Hall Council Chambers

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| I. CALL TO ORDER Procedural Item | Chair Butch Campbell |
| A. Pledge of Allegiance Procedural Item | |
| B. Moment of Silence Procedural Item | |
| II. APPROVAL OF AGENDA Action Item | Chair Butch Campbell |
| III. COMMUNICATIONS Information Item | Mrs. Lisa Trail |
| A. Public Comment Information Item | Chair Butch Campbell |
| B. Spotlight on Education-Tutoring Program-Sheri Arnette Information Item | Dr. Trey Duke |
| IV. CONSENT ITEMS Consent Agenda | Chair Butch Campbell |
| A. Approval of School Fees Consent Item | |
| B. Approval of 10-12-21 Board Minutes Consent Item | |
| V. ACTION ITEMS Action Item | Chair Butch Campbell |
| A. Approval of Safe Schools Grant Action Item | Dr. Trey Duke |
| B. Approval of School Nutrition Excess Balance Budget Amendment Action Item | Dr. Trey Duke |
| C. Director's Evaluation Tool Action Item | Dr. Trey Duke |
| VI. REPORTS AND INFORMATION Information Item | Chair Butch Campbell |
| A. Enrollment (PTR) Report Information Item | Mr. Joe Marlin |
| B. Zoning Report Information Item | Dr. Trey Duke |
| C. Revenue/Expenditure Report-September Information Item | Ms. Kim Williams |
| D. Personnel Report Information Item | Mr. Ralph Ringstaff |
| E. Director's Update Information Item | Dr. Trey Duke |
| VII. OTHER BUSINESS Information Item | Chair Butch Campbell |
| VIII. ADJOURNMENT Action Item | Chair Butch Campbell |

MINUTES

Board of Education Regular Meeting

October 12, 2021 6:00 PM

City Hall Council Chambers

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|---|----------------------|
| <p>I. CALL TO ORDER Procedural Item In attendance: Chair Butch Campbell, Wes Ballard, Amanda Moore, Becky Goff, Roseann Barton, and Jimmy Richardson. David Settles was absent.</p> <p>Staff: Dr. Trey Duke, Ralph Ringstaff, Sheri Arnette, Beth Prater, Sheri Arnette, Robin Newell, Adam Bryson, Sandy Scheele, Greg Lyles, Angela Fairchild, April Zavis, Sonya Cox, Caitlin Bullard, Lisa Trail.</p> <p>Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett</p> | Chair Butch Campbell |
| <p>A. Pledge of Allegiance Procedural Item The Pledge of Allegiance was led by Robin Newell, principal at Mitchell Neilson Primary, and Adam Bryson, principal at John Pittard Elementary.</p> | |
| <p>B. Moment of Silence Procedural Item The Eric Grimm family was remembered during our moment of silence. Mr. Grimm was the drama teacher at Bradley Academy who recently passed away.</p> | |
| <p>II. APPROVAL OF AGENDA Action Item Motion to approve the agenda. This motion, made by Jimmy Richardson III and seconded by Ms. Becky Goff, passed. (6-0)</p> | Chair Butch Campbell |
| <p>III. COMMUNICATIONS Information Item Congratulations to Gail Boyd, Assistant Principal at Reeves-Rogers on being recognized as a 2021 Unstoppable Woman in Education during the Unstoppable Fierce and Focused Conference in Murfreesboro.</p> <p>The McDonald's Fries for Schools Campaign donated over \$4,300 for school and classroom supplies. We appreciate our local McDonald franchises for participating in this effort.</p> <p>The Murfreesboro Rotary Club donated dictionaries to 3rd graders in five MCS schools. This is an annual project to place dictionaries in the hands of students.</p> <p>Congratulations to the team that creates Take20. Take20 won a National Award of Honor for Children/Young Adult programming.</p> <p>October is National Principal Month and National Farm to School Month.</p> | Mrs. Lisa Trail |
| <p>A. Spotlight on Education-Farm to School Recognition of Laura Caylor and Carrie Smith, teachers from Cason Lane Academy, that recently received the Outstanding Teacher Award from the TN Foundation from Agriculture in the Classroom.</p> <p>Information Item Mrs. Scheele shared some Farm 2 School pictures with the Board and explained all of the</p> | Dr. Trey Duke |

Minutes
Page 1 of 4
October 12, 2021
Recorded by L. VanCleave

MISSION STATEMENT: To assure academic and personal success for each child.

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| wonderful things happening with that program. Mr. Richardson asked that Mrs. Scheele send a memo to the Board explaining how they can help with the Farm 2 School Program. Mrs. Scheele presented each Board member with a bag of fresh vegetables from the school gardens. | |
| IV. CONSENT ITEMS Consent Agenda Motion to approve consent agenda.. This motion, made by Ms. Roseann Barton and seconded by Ms. Amanda Moore, passed. (6-0) | Chair Butch Campbell |
| A. Approval of 9-28 Board Minutes Consent Item | |
| B. Minor Changes to Board Policies Consent Item | |
| i. Approval of Minor Changes to Board Policy 3.201 Safety Consent Item | |
| ii. Approval of Minor Changes to Board Policy 3.202 Emergency Preparedness Plan Consent Item | |
| C. Second Reading of Board Policies Consent Item | |
| i. Approval of Board Policy 1.102 Board Members Legal Status on Second Reading Consent Item | |
| ii. Approval of Board Policy 1.803 Tobacco Free Schools on Second Reading Consent Item | |
| iii. Approval of Board Policy 2.401 Gifts and Bequests on Second Reading Consent Item | |
| iv. Approval of Board Policy 2.500 Deposit of Funds on Second Reading Consent Item | |
| v. Approval of Board Policy 5.3021 COVID Sick Leave on Second Reading Consent Item | |
| vi. Approval of Board Policy 6.203 School Admissions on Second Reading Consent Item | |
| vii. Approval of Board Policy 6.205 Assignment of Students to Schools and Classes on Second Reading Consent Item | |
| viii. Approval of Board Policy 6.206 Transfers Within the System on Second Reading Consent Item | |
| V. ACTION ITEMS Action Item | Chair Butch Campbell |
| A. Approval of Board Policy 1.501 Visitors to the Schools on Second Reading Action Item Motion to approve Board Policy 1.501 Visitors to the Schools on Second Reading. This motion, made by Jimmy Richardson III and seconded by Ms. Becky Goff, passed. (6-0) | Dr. Trey Duke |
| B. Approval of LEA Compliance Report Action Item | Dr. Trey Duke |

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| Motion to approve the LEA Compliance Report. This motion, made by Ms. Becky Goff and seconded by Ms. Roseann Barton, passed. (6-0) | |
| <p>C. Approval of ARP 2.0 Homeless Grant Action Item Dr. Duke explained that the grant was for \$89,884.00 and was to address the needs of the homeless population. He explained that some social workers would be working in the summer to identify homeless students.</p> <p>Ms. Barton asked how much of the summer they would be required to work because she was concerned with burnout. Dr. Duke explained that it would only involve three social workers, and they would not be working all summer. .</p> <p>Mr. Richardson asked for clarification of the definition of a homeless student. Dr. Duke said that it would be someone who did not have a fixed, regular, or adequate residence and could possibly be doubled up or living in hotels or cars. Motion to approve the ARP 2.0 Homeless Grant. This motion, made by Ms. Amanda Moore and seconded by Jimmy Richardson III, passed. (6-0)</p> | Dr. Trey Duke |
| <p>D. Substitute Teacher Incentive Pay Action Item Dr. Duke explained that this Substitute Teacher Incentive Pay would be \$10.00 extra per day for subs on Mondays and Fridays. It would take effect this Friday and last until the end of this school year. Motion to approve the Substitute Teacher Incentive Pay. This motion, made by Ms. Roseann Barton and seconded by Ms. Amanda Moore, passed. (6-0)</p> | Dr. Trey Duke |
| <p>E. Approval of Proposal and Agreement for Land Surveying and Civil Engineering Services for Cason Lane Academy Pond. Action Item Dr. Caitlin Bullard, principal at Cason Lane, presented a PowerPoint to the Board explaining plans for a pond at Cason Lane. Dr. Duke explained that this approval was for Dr. Bullard to move forward with the planning process, and the district will then work with the city for their approval. Motion to approve the Proposal and Agreement for Land Surveying and Civil Engineering Services for CLA Pond. This motion, made by Jimmy Richardson III and seconded by Ms. Becky Goff, passed. (6-0)</p> | Dr. Trey Duke |
| <p>F. Approval of Budget Amendments and Transfers Action Item Motion to approve the budget amendments/transfers. This motion, made by Ms. Roseann Barton and seconded by Ms. Becky Goff, passed. (6-0)</p> | Dr. Trey Duke |
| <p>G. Approval of the Statement of Work for Webex Calling Pro Services Action Item Motion to approve the SOW for Web-ex Calling Pro Services. This motion, made by Jimmy Richardson III and seconded by Ms. Amanda Moore, passed. (6-0)</p> | Dr. Trey Duke |
| VI. REPORTS AND INFORMATION Information Item | Chair Butch Campbell |
| <p>A. Director's Update Information Item In the Director's Update, Dr. Duke reviewed the Capital Improvement Plan with the Board. Mr. Ballard said that he was pleased to see money set aside for a new maintenance shop and bus garage in the future. Dr. Duke said that hopefully that process can now move a little more quickly than originally planned.</p> | Dr. Trey Duke |
| VII. OTHER BUSINESS Information Item | Chair Butch Campbell |

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| <p>VIII. ADJOURNMENT Action Item The meeting adjourned at 6:41 p.m. Motion to adjourn. This motion, made by Ms. Amanda Moore, passed. (6-0)</p> | <p>Chair Butch Campbell</p> |
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Director of Schools

To: Board of Education

RE: FY22 Safe Schools Grant Budget Amendment

Board Meeting Date: October 26, 2021

The FY22 Safe Schools grant was originally approved in the General Purpose Schools fund in May 2021 based on preliminary information known at the time.

The actual award for FY22 is \$227,419, which is \$35,084 less than the preliminary estimate.

In addition, the Safe Schools grant can no longer fund the ESP curbside assistance program previously funded in the grant because of new state guidance. This program change and the decrease in funds resulted in this budget amendment to decrease labor and increase contract services, materials and supplies, and equipment to support school safety initiatives approved by the State.

ESP has sufficient funding to continue curbside assistance without submitting a budget amendment.

General Purpose Schools Fund

22-142-4-CC
Resolution # 21-R-32

Fiscal Year 2021-2022

| Account Codes | Description | BUDGET AS PASSED OR PREV AMENDED | AMENDED BUDGET | AMENDMENT INCREASE (DECREASE) |
|---------------------|--|--|-------------------|-------------------------------------|
| <u>Revenues</u> | | | | |
| 141 R 46981 | Safe Schools Grant | \$ 262,503 | \$ 227,419 | \$ (35,084) |
| | Increase in Revenues | \$ 262,503 | \$ 227,419 | \$ (35,084) |
| <u>Expenditures</u> | | | | |
| 141 E 72210 189 | Support Services - Other Salaries | \$ 161,725 | \$ 68,844 | \$ (92,881) |
| 141 E 72210 399 | Support Services - Contract Services | \$ 105,050 | \$ 125,100 | \$ 20,050 |
| 141 E 72210 499 | Support Services - Other Supplies/Materials | \$ 11,500 | \$ 12,300 | \$ 800 |
| 141 E 72210 524 | Support Services - In-Service/St Development | \$ 50,000 | \$ 51,600 | \$ 1,600 |
| 141 E 72620 701 | Maintenance of Plant - Admin Equipment | \$ 82,415 | \$ 117,762 | \$ 35,347 |
| | Increase in Expenditures | \$ 410,690 | \$ 375,606 | \$ (35,084) |

CHANGE IN FUND BALANCE (CASH)

Kim Linn
Reviewed by Finance Director/Finance Manager

10/21/21
Date

| | | | |
|----------|-------------------------------------|--|-------------------------|
| Approved | <input checked="" type="checkbox"/> | <u><i>Bobby W. Duke III</i></u> Director of Schools | <u>10/21/21</u> Date |
| Declined | <input type="checkbox"/> | | |

To amend the FY22 Safe Schools grant to reflect the actual allocation of \$227,419. The Board approved the original budget as part of the General Purpose School fund based on preliminary information available at the time.

This Safe Schools grant addresses facility security, communication, and materials/training to promote positive behavioral health for all students.

Budget

Murfreesboro (751) Public District - FY 2022 - Safe Schools - Rev 0 - Safe Schools

| Account Number | Total |
|--|---|
| 71100 - Regular Instruction Program | \$0.00 |
| 72130 - Other Student Support | \$0.00 |
| 72210 - Support Services/Regular Instruction Program | \$114,656.53 |
| 72620 - Maintenance of Plant | \$112,762.00 |
| | Total \$227,418.53 |
| | Adjusted Allocation \$227,418.53 |
| | Remaining \$0.00 |

Budget Detail

Murfreesboro (751) Public District - FY 2022 - Safe Schools - Rev 0 - Safe Schools

72210 - Support Services/Regular Instruction Program - \$114,656.53 ▼

| Budget Detail | | Narrative Description |
|--|---|-----------------------|
| Account Number: 72210 - Support Services/Regular Instruction Program Line Item Number: 189 - Other Salaries & Wages Optional Program Code: Location Code: Murfreesboro (751) Quantity: <input type="text" value="1.00"/> Cost: <input type="text" value="\$28,400.00"/> Line Item Total: <input type="text" value="\$28,400.00"/> | <p>ESP Training and Counseling Program and Safe Schools Grant Coordinator to oversee after school counseling services with school counselors and social workers, along with providing crisis prevention training for over 200 staff throughout the year: \$5,000.00</p> <p>Certified staff, per school, for Better Together, referral based counseling program. Each school will have a designated school counselor, social worker, or behavior interventionist to assist with small group and/or individual counseling sessions with students referred to the program, upon parental consent.- 13 schools x 3 hrs/week x 20 weeks x \$30/hr.: \$23,400</p> | |
| Account Number: 72210 - Support Services/Regular Instruction Program Line Item Number: 201 - Social Security Optional Program Code: | <p>Social Security 6.2% for Other Salaries and Wages</p> | |

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|-------------------------------|--|---|
| Location Code: | Murfreesboro (751) | |
| Quantity: | 1.00 | |
| Cost: | \$7,201.30 | |
| Line Item Total: | \$7,201.30 | |
| Account Number: | 72210 - Support Services/Regular Instruction Program | Retirement |
| Line Item Number: | 204 - State Retirement | |
| Optional Program Code: | | |
| Location Code: | Murfreesboro (751) | |
| Quantity: | 1.00 | |
| Cost: | \$521.05 | |
| Line Item Total: | \$521.05 | |
| Account Number: | 72210 - Support Services/Regular Instruction Program | Medicare for Other Salaries and Wages 1.45% |
| Line Item Number: | 212 - Employer Medicare | |
| Optional Program | | |

| | | |
|-------------------------------|--|--|
| Code: | | |
| Location Code: | Murfreesboro (751) | |
| Quantity: | 1.00 | |
| Cost: | \$1,684.18 | |
| Line Item Total: | \$1,684.18 | |
| Account Number: | 72210 - Support Services/Regular Instruction Program | School Gate Guardian program: School Visitor Management System (Annual maintenance and support for 9-1-21 through 8-31-22) \$13,000 |
| Line Item Number: | 399 - Other Contracted Services | Vimeo livestream and secure, digital storage service: \$13,000 |
| Optional Program Code: | | |
| Location Code: | Murfreesboro (751) | |
| Quantity: | 1.00 | |
| Cost: | \$26,000.00 | |
| Line Item Total: | \$26,000.00 | |
| Account Number: | 72210 - Support Services/Regular Instruction Program | Bounce Back Program materials to continue program. Materials used in Bounce Back counseling sessions for students identified as at-risk and needing counseling due to ACEs-related issues: \$5,000 |
| Line Item Number: | 499 - Other Supplies and Materials | Tier III behavior support materials. Materials used by district |

| | | |
|-------------------------------|--------------------|--|
| Optional Program Code: | | behavior analysts for behavioral supports for students identified as at-risk (Tier III of MTSS): \$2,300 |
| Location Code: | Murfreesboro (751) | |
| Quantity: | 1.00 | |
| Cost: | \$7,300.00 | |
| Line Item Total: | \$7,300.00 | |

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|-------------------------------|--|--|
| Account Number: | 72210 - Support Services/Regular Instruction Program | CPI--workbooks, videos, and manuals for training Transportation Department and 60 ESP personnel. Registrations for personnel including certification legacy renewal for 6 trainers, initial training for 2 trainers, annual certification renewal for 1 trainer.: \$21,500 |
| Line Item Number: | 524 - In-Service / Staff Development | |
| Optional Program Code: | | |
| Location Code: | Murfreesboro (751) | |
| Quantity: | 1.00 | |
| Cost: | \$43,550.00 | TABA conference for 4 behavior interventionists to attend professional development sessions on latest research-based interventions for supporting students with behavioral difficulties : \$1,850 |
| Line Item Total: | \$43,550.00 | Restorative Practices-books required by IIRP for training teachers and other staff on Restorative Practices : \$2,500 |
| | | COMP manuals: Comprehensive Organizational Management Program (COMP) is a researched-based program with a focus on positive strategies that improve classroom behaviors and the implementation of best-practice strategies for teaching. \$8,500 |
| | | Funds are also being requested for social workers to attend TSSW sanctioned annual training in order to stay abreast of best practices for supporting students with significant behavioral issues: \$1,200 |

School counselor training professional development activities to increase their capacity to support students with emotional behavioral/mental health needs : \$8,000

Total for 72210 - Support Services/Regular Instruction Program: \$114,656.53

Total for all other Account Numbers: \$112,762.00

Total for all Account Numbers: \$227,418.53

Adjusted Allocation: \$227,418.53

Remaining: \$0.00

Budget Detail

Murfreesboro (751) Public District - FY 2022 - Safe Schools - Rev 0 - Safe Schools

72620 - Maintenance of Plant - \$112,762.00 ▼

| Budget Detail | Narrative Description |
|--|---|
| Account Number: 72620 - Maintenance of Plant Line Item Number: 701 - Administration Equipment Optional Program Code: Location Code: Murfreesboro (751) Quantity: <input type="text" value="1.00"/> Cost: <input type="text" value="\$112,762.00"/> Line Item Total: <input type="text" value="\$112,762.00"/> | <p>The following items are requested to meet the needs of our security assessment, as described in the program details:</p> <p>Digital and analog radios for communication needs: 100 radios, total \$24,000</p> <p>Entry buzzer system for John Pittard Elementary: \$15,000</p> <p>Additional cameras for high traffic areas and curbside drop off: Qty=20 Total, \$24,000</p> <p>Additional digital radios for ESP, before and after school: 29x \$203 each = \$5,887</p> <p>Entry buzzer, door access and rekeying at Mitchell-Neilson: \$43,875.00</p> |

Total for 72620 - Maintenance of Plant:

Total for all other Account Numbers:

Total for all Account Numbers:

Adjusted Allocation:

Remaining:

To: Board of Education

RE: Nutrition Budget Amendments

Board Meeting Date: October 26, 2021

The USDA requires School Nutrition Programs to carry a three-month operating reserve. For MCS this is \$1.4 million. At the end of fiscal year 2020-21, the Nutrition fund had a reserve of \$4.4 million, or \$3 million above the allowable reserve.

This budget amendment increases expenditures by \$2,013,179 to reduce the surplus in fund balance to an allowable amount. The priorities are to re-invest these funds in a full-time field supervisor, redesign several dining rooms, purchase food service equipment, create a test kitchen, and to grow the Farm to School program.

The School Nutrition fund will pick up maintenance and repair costs, including allowable labor and benefits, previously charged to the General Purpose fund.

Farm to School program funds will add four part-time farmers, three in-ground gardens, repair existing greenhouses, purchase a new greenhouse for Salem Elementary, and farm equipment including a truck and tillers.

School Nutrition Fund

Resolution # 21-R-32

Fiscal Year 2021-2022

| Account Codes | Account | BUDGET AS PASSED OR PREV AMENDED | AMENDED BUDGET | AMENDMENT INCREASE (DECREASE) |
|---------------------|--|--|---------------------|-------------------------------------|
| <u>Revenues</u> | <u>Revenues</u> | | | |
| | Increase in Revenues | \$ - | \$ - | \$ - |
| <u>Expenditures</u> | <u>Expenditures</u> | | | |
| 143 E 73100 165 | School Nutrition - Cafeteria Personnel/Field Manager | \$ 2,207,633 | \$ 2,345,633 | \$ 138,000 |
| 143 E 73100 189 | School Nutrition - Other Salaries - PT Asst Farmer | \$ 159,983 | \$ 242,983 | \$ 83,000 |
| 143 E 73100 201 | School Nutrition - Matching Social Security | \$ 189,913 | \$ 203,615 | \$ 13,702 |
| 143 E 73100 204 | School Nutrition - Matching Retirement | 119,113 | \$ 123,738 | \$ 4,625 |
| 143 E 73100 206 | School Nutrition - Life Insurance | 2,400 | \$ 2,550 | \$ 150 |
| 143 E 73100 207 | School Nutrition - Medical Insurance | \$ 220,000 | \$ 227,200 | \$ 7,200 |
| 143 E 73100 208 | School Nutrition - Dental Insurance | \$ 6,900 | \$ 7,900 | \$ 1,000 |
| 143 E 73100 212 | School Nutrition - Matching Medicare | \$ 35,997 | \$ 39,202 | \$ 3,205 |
| 143 E 73100 307 | School Nutrition - Communications | \$ 710 | \$ 6,710 | \$ 6,000 |
| 143 E 73100 399 | School Nutrition - Other Contracted Services | \$ 70,000 | \$ 645,000 | \$ 575,000 |
| 143 E 73100 422 | School Nutrition - Food Supplies (Food) | \$ 2,658,951 | \$ 2,858,951 | \$ 200,000 |
| 143 E 73100 425 | School Nutrition - Gasoline | \$ - | \$ 1,000 | \$ 1,000 |
| 143 E 73100 451 | School Nutrition - Uniforms | \$ 5,000 | \$ 15,000 | \$ 10,000 |
| 143 E 73100 499 | School Nutrition - Other Materials/Supplies | \$ 25,000 | \$ 32,500 | \$ 7,500 |
| 143 E 73100 710 | School Nutrition - Food Service Equipment | \$ 60,000 | \$ 942,797 | \$ 882,797 |
| 143 E 73100 718 | School Nutrition - Motor Vehicle | \$ - | \$ 45,000 | \$ 45,000 |
| 143 E 99100 599 | Transfers Out - Maintenance labor to GP | \$ - | \$ 35,000 | \$ 35,000 |
| | Increase in Expenditures | \$ 5,761,600 | \$ 7,774,779 | \$ 2,013,179 |
| | Total School Nutrition Expenditure Budget | \$ 6,447,115 | \$ 2,013,179 | \$ 8,460,294 |
| | CHANGE IN FUND BALANCE (CASH) | | | |
| 143 Q 34570 | Committed for School Nutrition | | | (2,013,179) |

At June 30, 2021, the School Nutrition Fund had an ending fund balance in excess of 3 months average expenses, or \$3 million. USDA requires the District to submit an Excess Balance Plan to lower this balance to an allowable amount. This amendment budgets a majority of the excess balance funds from fund balance to the current year's budget.

These funds will be budgeted in the Nutrition fund to add a new full-time Field Supervisor, cover the increased cost of lunch monitors and food, purchase new kitchen equipment, re-design several dining rooms, create a test kitchen, and add cell phones for managers. The Nutrition fund will reimburse the General Purpose fund for allowable Maintenance labor.

The School Nutrition Department will expand the Farm to School program to add four part-time farmers, create 3 in-ground gardens, repair 8 existing greenhouses, purchase a new greenhouse, tillers and a truck.

Kim Livers
 Reviewed by Finance Director/Finance Manager

10-21-21
 Date

| | | | |
|----------|-------------------------------------|--|-------------------------|
| Approved | <input checked="" type="checkbox"/> | <i>Bobby W. Duckett</i> Director of Schools | <i>10-21-21</i> Date |
| Declined | <input type="checkbox"/> | | |

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|--|----------------------------|-------------------|---|
| Murfreesboro City Schools | | | 10/21/2021 |
| Budget Amendment for Excess Balance at June 30, 2021 | | | |
| School Nutrition Fund 143 | | | |
| | | | |
| | | | |
| Account Number | Account Description | Increase | Item Description |
| 143 E 73100 165 | Kitchen Field Manager | 38,000 | Full-time Kitchen Field Manager |
| 143 E 73100 165 | additional monitors/ | 100,000 | additional hrs/monitors - no new staff - per SS |
| Total Cafeteria Personnel | | \$ 138,000 | |
| 143 E 73100 189 | Other Salaries | 83,000 | add 4 Part-time Farmers |
| Total Other Salaries | | \$ 83,000 | |
| Total Labor | | \$ 221,000 | |
| 143 E 73100 201 | Social Security | 2,356 | Social Security: FT Field Manager |
| 143 E 73100 201 | Social Security | 5,146 | Social Security: 4 PT Farmers |
| 143 E 73100 201 | Social Security | 6,200 | soc sec additional hrs/monitors - no new staff |
| Total Social Security | | \$ 13,702 | |
| 143 E 73100 204 | Retirement | 4,625 | Retirement: FT Field Manager |
| Total Retirement | | \$ 4,625 | |
| 143 E 73100 206 | Life Insurance | 150 | Life Insurance: FT Field Manager |
| Total Life Insurance | | \$ 150 | |
| 143 E 73100 207 | Health Insurance | 7,200 | Health Insurance: FT Field Manager |
| Total Medical Insurance | | \$ 7,200 | |
| 143 E 73100 208 | Dental Insurance | 1,000 | Dental Insurance: FT Field Manager |
| Total Dental Insurance | | \$ 1,000 | |
| 143 E 73100 212 | Medicare | 551 | Medicare: FT Field Manager |
| 143 E 73100 212 | Medicare | 1,204 | Medicare: 4 PT Farmers |
| 143 E 73100 212 | Medicare | 1,450 | Medicare: additional monitors |
| Total Medicare | | \$ 3,205 | |
| Total Benefits | | \$ 29,882 | |
| Total Labor & Benefits | | \$ 250,882 | |
| | | | |
| | | | |
| Expense | Budget Description | Increase | Item Description |
| 143 E 73100 307 | Communications | 6,000 | Cell Phones for Managers |
| Total Communications | | \$ 6,000 | |
| 143 E 73100 399 | Other Contracted Services | 75,000 | Contracted Kitchen Maintenance |
| 143 E 73100 399 | Other Contracted Services | 500,000 | Redesign of Dining Rooms DS,BF, BR, ES & NF |
| Total Other Contracted Services | | \$ 575,000 | |
| 143 E 73100 422 | Food | 200,000 | Increase in Food Cost |
| Total Food | | \$ 200,000 | |
| 143 E 73100 425 | Gasoline | 1,000 | Fuel bus/van/truck |
| Total Gasoline | | \$ 1,000 | |
| 143 E 73100 451 | Uniforms | 10,000 | Uniform Tops for Kitchen Staff |
| Total Uniforms | | \$ 10,000 | |
| 143 E 73100 499 | Other Materials/Supplies | 7,500 | Student badges and holders |
| Total Other Materials/Supplies | | \$ 7,500 | |
| 143 E 73100 710 | Food Service Equipment | 42,000 | 2 Electric Steamer |
| 143 E 73100 710 | Food Service Equipment | 83,000 | 4 Gas Steamers |
| 143 E 73100 710 | Food Service Equipment | 100,000 | 4 replacement Serving Lines CLA 2, BR, DS |
| 143 E 73100 710 | Food Service Equipment | 36,000 | 3 Pass Thru Warmer/Cooler |
| 143 E 73100 710 | Food Service Equipment | 4,800 | 4 80qt. Mixing Bowls with Stands |
| 143 E 73100 710 | Food Service Equipment | 42,000 | 4 Electric Double Stack Ovens |
| 143 E 73100 710 | Food Service Equipment | 48,000 | 5 Gas Double Stack Ovens |
| 143 E 73100 710 | Food Service Equipment | 12,000 | 4 Warming Cabinets |

| Account Number | Account Description | Increase | Item Description |
|-------------------------------------|------------------------------|---------------------|--|
| 143 E 73100 710 | Food Service Equipment | 69,000 | 115 Sets of Shelving |
| 143 E 73100 710 | Food Service Equipment | 2,250 | 15 Dunnage Racks |
| 143 E 73100 710 | Food Service Equipment | 1,908 | 12 Milk Dollies |
| 143 E 73100 710 | Food Service Equipment | 20,000 | 1 Dish Machine at BR |
| 143 E 73100 710 | Food Service Equipment | 7,000 | 1 Three Door Cooler |
| 143 E 73100 710 | Food Service Equipment | 2,500 | 1 Glass Door Merchandiser |
| 143 E 73100 710 | Food Service Equipment | 4,000 | Farm to School: 2 Tillers for Inground Crops |
| 143 E 73100 710 | Food Service Equipment | 60,000 | F2S: 3 new high tunnels for Inground Crops |
| 143 E 73100 710 | Food Service Equipment | 60,000 | F2S: Conversion of 8 Greenhouses |
| 143 E 73100 710 | Food Service Equipment | 35,000 | F2S: New Greenhouse - Salem Elem |
| 143 E 73100 710 | Food Service Equipment | 32,000 | F2S: 4 Sheds |
| 143 E 73100 710 | Food Service Equipment | 11,000 | 13 Touch Screen Monitors for Serving Lines |
| 143 E 73100 710 | Food Service Equipment | 3,000 | 6 Monitors for Managers Offices |
| 143 E 73100 710 | Food Service Equipment | 27,339 | 20 Computers for Kitchens |
| 143 E 73100 710 | Food Service Equipment | 15,000 | Printers for Kitchens |
| 143 E 73100 710 | Food Service Equipment | 15,000 | 23 ID Scanners for Students |
| 143 E 73100 710 | Food Service Equipment | 15,000 | Test Kitchen |
| 143 E 73100 710 | Food Service Equipment | 135,000 | Outdoor student dining |
| Total Food Service Equipment | | \$ 882,797 | |
| 143 E 73100 718 | Motor Vehicles | 45,000 | Farm to School Truck |
| Total Vehicles | | \$ 45,000 | |
| Total Direct Costs | | \$ 1,978,179 | |
| | | | |
| 143 E 99100 599 | Maintenance labor - reimb GI | 35,000 | |
| Total Transfers Out | | \$ 35,000 | |
| Grand Total | | \$ 2,013,179 | |

To: Board of Education

RE: Recommendation of the Director of School's Evaluation Tool

Board Meeting Date: October 26, 2021

The board's annual agenda identifies the "Approval of Directors Evaluation Document - presented by Director" to be completed in October. The recommended evaluation tool was created through consultation with TSBA and the board Chair. The actual evaluation would not occur until June after this school year is completed. Approving the tool in October and waiting until June to complete it will ensure there is clarity for the director and the board on the performance objectives and expectations.

There are three segments to the evaluation:

- a. Appendix A is an administrator survey completed by school principals.
- b. Appendix B is board observational data completed by members of the school board.
- c. Appendix C is a quantitative section aligned to board goals and student achievement.



Dr. Trey Duke
Director of Schools

2021-2022
Performance Evaluation Instrument

Tennessee School Boards Association
525 Brick Church Park Drive
Nashville, TN 37027

Director of Schools Performance Evaluation Guidelines

1. An Annual evaluation of the Director of Schools shall take place in June.
2. The evaluation shall be based on the duties and responsibilities of the Director of Schools as set forth by the laws of the State of Tennessee and his/her contract.
3. The evaluation instrument utilized in this process shall be cooperatively developed by the Board and Director of Schools.

4. The evaluation rating scale to be used is as follows:

- 5 – Significantly above expectations
- 4 – Above expectations
- 3 – At expectations
- 2 – Below expectations
- 1 – Significantly below expectations

5. A satisfactory score will be if the average overall score is 3.00 or above.

6. Weighted sectional averages will be:

Section I Qualitative:

| | |
|-------------------------------------|-------------|
| Appendix A-Administrator Survey | <u>33</u> % |
| Appendix B-Board Observational Data | <u>33</u> % |

Section II Quantitative:

| | |
|--|-------------|
| Appendix C-Achievement of Board Goals/Strategic Plan | <u>33</u> % |
|--|-------------|

7. Appendix A needs to be distributed to administrators in May in order to be completed and included in the written evaluation to Director of Schools in June.
8. Appendix B and C needs to be distributed to all board members in May in order to be completed and included in the written evaluation to Director of Schools in June.
9. The Board shall meet with the Director of Schools to discuss the evaluation results at the June board meeting. The evaluation shall include a recommendation for improvement in any areas where the Board deems the

Director of School's performance to be unsatisfactory or in need of improvement.

10. The Director of Schools shall have the right to make a written or oral response to the evaluation.
11. A copy of the written evaluation shall be delivered to the Director of Schools two weeks prior to the June board meeting.

**SECTION I-QUALITATIVE:
APPENDIX A-Administrator Survey**

| Administrators' Perceptions of Director's Performance | 5 – Significantly Above Expectations | 4 –Above Expectations | 3 – At Expectations | 2 – Below Expectations | 1 – Significantly Below Expectations |
|--|---|----------------------------------|--------------------------------|-----------------------------------|---|
| 1. The director develops clear expectations. | | | | | |
| 2. The director models good communication skills. | | | | | |
| 3. The director is knowledgeable about the curriculum. | | | | | |
| 4. The director ensures that funds are spent wisely. | | | | | |
| 5. The director holds me accountable for my job responsibilities. | | | | | |
| 6. The director supports professional learning activities for teachers and administrators. | | | | | |
| 7. The director maintains positive relationships with administrators. | | | | | |
| 8. The director enforces board policy in a fair and consistent manner. | | | | | |
| 9. The director ensures the safety of students and school personnel. | | | | | |
| 10. The director administers the schools in accordance with state laws. | | | | | |
| 11. The director has an effective plan to recruit effective employees. | | | | | |
| 12. The director takes an active leadership role in the instructional improvement. | | | | | |
| 13. The director evaluates my performance in a fair and consistent manner. | | | | | |
| 14. The director interacts effectively with system employees. | | | | | |
| 15. The director is accessible to administrators. | | | | | |
| 16. The director develops good staff morale and loyalty to the system. | | | | | |
| 17. The director works effectively with the school board. | | | | | |
| 18. The director involves administrators as much as possible in decision-making. | | | | | |
| 19. The director listens to suggestions from the administrative staff. | | | | | |
| 20. The director demonstrates a caring attitude. | | | | | |

**SECTION I-QUALITATIVE:
APPENDIX B-Board Observational Data**

| Board Observational Data | 5 – Significantly Above Expectations | 4 –Above Expectations | 3 – At Expectations | 2 – Below Expectations | 1 – Significantly Below Expectations |
|---|---|------------------------------|----------------------------|-------------------------------|---|
| BOARD RELATIONSHIPS | | | | | |
| 1. Keeps all board members informed on issues, needs and operation of the school system, including employment, promotion and dismissal of personnel. | | | | | |
| 2. Has a positive working relationship with the board. | | | | | |
| 3. Offers professional advice to the board on items requiring board action, with appropriate recommendations based on thorough study and analysis. | | | | | |
| 4. Maintains a high degree of understanding and respect between staff and the board. | | | | | |
| 5. Interprets and executes the intent of board policy through the development and review of administrative procedures. | | | | | |
| 6. Supports board policy and actions to the public and staff. | | | | | |
| 7. Remains impartial toward the board, treating all board members alike. | | | | | |
| 8. Refrains from criticism of members of the board. | | | | | |
| 9. Uses legal counsel in governance and procedures to avoid civil and criminal liabilities. | | | | | |
| 10. Goes immediately and directly to the board when he/she feels an honest, objective difference of opinion exists between him/her and any or all members of the board, in an earnest effort to resolve such difference immediately. | | | | | |
| 11. Bases position with regard to matters discussed by the board upon principle, and is willing to maintain that position without regard for its popularity until an official position has been reached, after which time the superintendent supports the decision of the board, as long as he/she remains in its employ. | | | | | |
| Total Mean Score for Board Relationships | | | | | |

| | 5 – Significantly Above Expectations | 4 – Above Expectations | 3 – At Expectations | 2 – Below Expectations | 1 – Significantly Below Expectations |
|--|--------------------------------------|------------------------|---------------------|------------------------|--------------------------------------|
| COMMUNITY RELATIONSHIPS | | | | | |
| 1. Is an effective spokesperson for the school system. | | | | | |
| 2. Models the highest professional standards to the community. | | | | | |
| 3. Builds public support for the school district. | | | | | |
| 4. Secures available community resources to help the school district solve problems and achieve goals. | | | | | |
| 5. Establish partnerships with area businesses, institutions of higher education, and community groups to strengthen programs and support school district goals. | | | | | |
| 6. Treats community stakeholders equitably. | | | | | |
| 7. Recognizes and values diversity. | | | | | |
| 8. Models community collaboration for staff. | | | | | |
| 9. Encourages parental involvement. | | | | | |
| Total Mean Score for Community Relationships | | | | | |
| STAFF AND PERSONNEL RELATIONSHIPS | | | | | |
| 1. Develops good staff morale and loyalty to the system. | | | | | |
| 2. Treats all personnel fairly. | | | | | |
| 3. Delegates authority to staff members appropriately. | | | | | |
| 4. Demonstrates use of system and staff evaluation data for personnel policies, decision-making, promotion of career growth and professional development. | | | | | |
| 5. Offers professional development that is focused on student learning consistent with the school districts vision and goals. | | | | | |
| 6. Recognizes staff for their professional achievements. | | | | | |
| 7. Provides shared leadership and decision-making opportunities for staff that promotes a climate of collaboration and collegiality. | | | | | |
| Total Mean Score for Staff and Personnel Relationships | | | | | |

| FACILITIES, FINANCE and HUMAN RESOURCES | 5 – Significantly Above Expectations | 4 – Above Expectations | 3 – At Expectations | 2 – Below Expectations | 1 – Significantly Below Expectations |
|--|---|-------------------------------|----------------------------|-------------------------------|---|
| 1. Demonstrates knowledge of school facilities and develops a process that builds internal and public support for facility needs, including bond issues and capital improvement plans. | | | | | |
| 2. Meets and works collaboratively with the Board and appropriate staff to determine priorities for budgeting and the effective allocation of space and human resources. | | | | | |
| 3. Utilizes human and material resources outside the district that may support and/or enhance the achievement of goals and objectives. | | | | | |
| 4. Provides accurate and timely reports to the board on the financial condition of the school system. | | | | | |
| 5. Acquires, allocates and manages district resources in compliance with all laws to ensure the effective and equitable support of all of the district's students, schools and programs. | | | | | |
| 6. Establishes and sustains partnerships with community agencies to provide additional resources to support the social and emotional growth and development of at-risk students. | | | | | |
| Total Mean Score for Facilities and Finance | | | | | |
| VISION | | | | | |
| 1. Works effectively with board, staff, and community to develop long-range strategic plans. | | | | | |
| 2. Initiates communication and facilitates cooperation and collaboration among staff regarding the district's mission, curriculum and program initiatives. | | | | | |
| 3. Keeps board and community informed of progress towards long-range goals. | | | | | |
| 4. Clearly articulates system's vision, mission and priorities to community and media. | | | | | |
| 5. Uses assessment data related to student learning to develop the school district vision and goals. | | | | | |
| 6. Uses relevant demographic data pertaining to students and their families in developing the school district mission and goals. | | | | | |
| 7. Seeks and obtains needed resources to support the implementation of the school district mission and goals. | | | | | |
| 8. Monitors, evaluates and advises the vision, mission, and implementation plans regularly. | | | | | |
| Total Mean Score for Vision | | | | | |

| STUDENT ACHIEVEMENT | 5 – Significantly Above Expectations | 4 – Above Expectations | 3 – At Expectations | 2 – Below Expectations | 1 – Significantly Below Expectations |
|---|--------------------------------------|------------------------|---------------------|------------------------|--------------------------------------|
| 1. Develops, implements, promotes and monitors continuous improvement in student achievement by using a variety of appropriate techniques. | | | | | |
| 2. Applies effective methods of providing, monitoring, evaluating and reporting student achievement. | | | | | |
| 3. Involves faculty and stakeholders in enhancement and renewal of curriculum to ensure alignment of curriculum, instruction and assessment. | | | | | |
| 4. Reviews analyses of student academic achievement through standardized test results and other academic sources. | | | | | |
| 5. Applies and communicates qualitative and quantitative findings to identify strengths and weaknesses in programs and practices in order to ensure continuous improvement. | | | | | |
| 6. Works collaboratively with members of the staff in using student achievement data to determine relevant professional development opportunities. | | | | | |
| 7. Meets with principals regularly to provide feedback on goal achievement and to assess ongoing school improvement efforts. | | | | | |
| 8. Reviews, reports and reacts appropriately to state accountability measures. | | | | | |
| 9. Identifies, clarifies and addresses barriers to student learning. | | | | | |
| 10. Recognizes and celebrates student accomplishments. | | | | | |
| Total Mean Score for Student Achievement | | | | | |
| MANAGEMENT AND OPERATIONS | | | | | |
| 1. Aligns financial, human, and material resources to the goals of school district. | | | | | |
| 2. Identifies multiple points of view for problem solving situation and involves stakeholders in decisions affecting schools. | | | | | |
| 3. Solicits staff input to discuss issues and to promote effective problem-framing and problem-solving skills. | | | | | |
| 4. Uses effective communication skills. | | | | | |
| 5. Participates in professional learning that is aligned with strategic plan and enhances leadership skills. | | | | | |
| 6. Implements and enforces school district code of conduct and appropriate and effective disciplinary policies, procedures and programs in a timely and consistent manner. | | | | | |
| 7. Promotes a climate of trust and teamwork within the district. | | | | | |
| Total Mean Score for Management and Operations | | | | | |

| INTEGRITY, FAIRNESS AND ETHICS | 5 – Significantly Above Expectations | 4 – Above Expectations | 3 – At Expectations | 2 – Below Expectations | 1 – Significantly Below Expectations |
|---|---|-------------------------------|----------------------------|-------------------------------|---|
| 1. Examines personal and professional values to develop a personal and professional code of ethics that demonstrates personal integrity. | | | | | |
| 2. Demonstrates values, beliefs, and attitudes that inspire others to higher levels of performance. | | | | | |
| 3. Serves as a role model. | | | | | |
| 4. Accepts responsibility for school operations. | | | | | |
| 5. Treats people fairly, equitably, and with dignity and respect. | | | | | |
| 6. Protects the rights and confidentiality of students and staff. | | | | | |
| 7. Demonstrates appreciation for and sensitivity to the diversity in the school community. | | | | | |
| 8. Exhibits multicultural and ethnic understanding and sensitivity. | | | | | |
| 9. Recognizes and respects the legitimate authority of others. | | | | | |
| 10. Applies laws and procedures fairly, wisely, and considerately. | | | | | |
| Total Mean Score for Integrity, Fairness and Ethics | | | | | |
| POLITICAL/SOCIAL/CULTURAL CONTEXT | | | | | |
| 1. Ensures that the environment in which schools operate is influenced on behalf of students and their families. | | | | | |
| 2. Ensures that communication occurs among the school community concerning trends, issues, and potential changes in the environment in which schools operate. | | | | | |
| 3. Ensures that there is ongoing dialogue with representatives of diverse community groups. | | | | | |
| 4. Ensures that the school community works within the framework of policies, laws, and regulations enacted by local, state, and federal authorities. | | | | | |
| 5. Ensures that lines of communication are developed with decision-makers outside the school community. | | | | | |
| 6. Promotes and expects a district-based climate of tolerance, acceptance and civility. | | | | | |
| 7. Establishes a culture that encourages responsible risk-taking while requiring accountability for results. | | | | | |
| Total Mean Score for Political/Social/Cultural Context | | | | | |

**SECTION II-QUANTITATIVE:
APPENDIX C-Achievement of Board Goals/Strategic Plan**

| Annual Objectives | 5 – Significantly Above Expectations | 4 –Above Expectations | 3 – At Expectations | 2 – Below Expectations | 1 – Significantly Below Expectations |
|---|---|-----------------------|---------------------|------------------------|--------------------------------------|
| | <p>Performance Objective 1: Ensure that there is a continuous improvement plan for student achievement and growth.</p> | | | | |
| <p>Performance Indicator - The performance objective is complete when the Director of Schools reports:</p> | | | | | |
| <p>1. Resources are clearly aligned with improvement plan.</p> | | | | | |
| <p>2. English Language Arts grades 3rd – 5th reached the AMO achievement goal of set by the state.</p> | | | | | |
| <p>3. Mathematics grades 3rd – 5th reached the AMO achievement goal of set by the state.</p> | | | | | |
| <p>4. Science grades 3rd – 5th reached the AMO achievement goal of set by the state.</p> | | | | | |
| <p>5. TVAAS system-wide literacy scored at a level 3 or higher.</p> | | | | | |
| <p>6. TVAAS system-wide numeracy scored at a level 3 or higher.</p> | | | | | |
| <p>7. TVAAS system-wide composite scored at a level 3 or higher.</p> | | | | | |
| <p>Performance Objective 2: Develop a school district strategic plan.</p> | | | | | |
| <p>Performance Indicators - The performance objective is complete when the Director of Schools reports:</p> | | | | | |
| <p>1. Annual and long-range goals, along with measurable objectives and strategies, have been established with input from Board, staff and community members.</p> | | | | | |
| <p>Performance Objective 3: Evaluate the organizational structure of the district and reorganize as necessary to achieve maximum effectiveness.</p> | | | | | |
| <p>Performance Indicators - The performance objective is complete when the Director of Schools reports:</p> | | | | | |
| <p>1. The reorganization of personnel and a revised organizational chart has been developed.</p> | | | | | |

| | | | | | |
|--|--|--|--|--|--|
| Performance Objective 4: Develop a comprehensive plan to promote school system and increase parent and community involvement. | | | | | |
| Performance Indicators - The performance objective is complete when the Director of Schools reports: | | | | | |
| 1. Promotional tools for the school system have been developed such as blogs, podcasts, videos and brochures. | | | | | |
| Performance Objective 5: Work with the school board to develop and implement an annual plan for promoting school system and increasing communication and support with the county commission/city council. | | | | | |
| Performance Indicator - The performance objective is complete when the Director of Schools reports: | | | | | |
| 1. The board adopts an annual agenda for promotion, which includes activities, which the board and/or the Director will complete during the year. The plan must include activities to build support from the County Commission/City Council. | | | | | |
| Performance Objective 6: Develop a budget for the school board as outlined in school policies, activities in the school board annual agenda, and guidelines established by the State Department of Education. | | | | | |
| Performance Indicator - The performance objective is complete when the Director of Schools reports: | | | | | |
| 1. A budget document has been formulated using procedures required by school board policies, activities in the school board annual agenda, and guidelines established by the State Department of Education. | | | | | |
| Performance Objective 7: Ensure the Board's annual agenda is developed and implemented. | | | | | |
| Performance Indicator - The performance objective is complete when the Director of Schools reports: | | | | | |
| 1. Evidence that annual agenda items referencing the Director of Schools have been completed or are ongoing and nearing completion. | | | | | |
| Performance Objective 8: 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 reports: | | | | | |
| 1. Information regarding improvement activities such as workshops, clinics, conventions, board retreats, etc. | | | | | |

**Director of Schools
Overall Evaluation Score**

Section I Qualitative:

Appendix A-Administrator Survey _____ X ___% =__

Appendix B-Board Observational Data _____ X ___% =__

Section II Quantitative

Appendix C-Achievement of Board _____ X ___% =__

Goals/Strategic Plan

OVERALL EVALUATION SCORE _____

Enrollment Period 2 - 09/03/21 to 10/11/21

| | K-6 Gen Ed Totals | PS VPK | PS SpEd | PS Peers | CDC | BEST | Deaf Ed | TOTALS |
|------------------|-------------------------|-----------|------------|-------------|-----|------|---------|--------|
| Black Fox | 757 | 40 | 21 | 9 | 39 | | | 866 |
| Bradley | 345 | | | | | | | 345 |
| Cason Lane | 666 | 50 | 22 | 13 | 26 | | | 777 |
| Discovery | 398 | | | | | | | 398 |
| Erma Siegel | 723 | | 22 | 10 | 19 | | 5 | 779 |
| Hobgood | 584 | 76 | | | | | | 660 |
| John Pittard | 689 | 39 | | | 28 | | | 756 |
| Mitchell-Neilson | 548 | 39 | | | | 14 | | 601 |
| Northfield | 561 | 40 | 14 | 15 | 31 | | | 661 |
| Overall Creek | 998 | | | | | | | 998 |
| Reeves-Rogers | 420 | | | | | | | 420 |
| Salem | 1091 | | | | 14 | | | 1105 |
| Scales | 923 | | 11 | 13 | 36 | | | 983 |
| | | | | | | | | 9349 |

| | | | | | | | | |
|----------------|------------------------|------------|------------|-------------|------------|-----------|----------|-------------|
| Totals | 8703 | 284 | 90 | 60 | 193 | 14 | 5 | 9349 |
| | K-6 Gen Ed Total | PS VPK | PS SpEd | PS Peers | CDC | BEST | Deaf Ed | |
| BEP Funded | 8703 | | | | 193 | 14 | 5 | 8915 |
| Non-BEP Funded | | 284 | 90 | 60 | | | | 434 |

| Growth Over Last Year | |
|--------------------------------|-------------|
| End of 2020-2021 ----- | 9000 |
| Growth from 20-21 to 21-22 --- | 349 |

| Average Attendance Percentage |
|-------------------------------|
| 94.3% |

PTR Period 2 - 09/03/21 to 10/11/21

| | Kindergarten | | | 1st Grade | | | 2nd Grade | | | 3rd Grade | | | Total | Total | K-3 PTR | 4th Grade | | | 5th Grade | | | 6th Grade | | | Total | Total | 4-6 PTR | Total K-6 | | | |
|-------------------------|--------------|----|-------|-----------|----|-------|-----------|----|-------|-----------|----|-------|-----------|----------|---------|-----------|----|-------|-----------|----|-------|-----------|---|-------|--------|----------|---------|-------------|--|--|-------------|
| | P | # | PTR | P | # | PTR | P | # | PTR | P | # | PTR | Pupils | Teachers | Ratio | P | # | PTR | P | # | PTR | P | # | PTR | Pupils | Teachers | Ratio | | | | |
| Black Fox | 131 | 7 | 18.71 | 116 | 6 | 19.33 | 108 | 6 | 18.00 | 111 | 6 | 18.50 | 466 | 25 | 18.64 | 101 | 5 | 20.20 | 104 | 5 | 20.80 | 86 | 4 | 21.50 | 291 | 14 | 20.79 | | | | 757 |
| Bradley | 49 | 3 | 16.33 | 48 | 3 | 16.00 | 58 | 3 | 19.33 | 52 | 3 | 17.33 | 207 | 12 | 17.25 | 50 | 3 | 16.67 | 43 | 3 | 14.33 | 45 | 2 | 22.50 | 138 | 8 | 17.25 | | | | 345 |
| Cason Lane | 113 | 6 | 18.83 | 101 | 5 | 20.20 | 105 | 6 | 17.50 | 104 | 5 | 20.80 | 423 | 22 | 19.23 | 100 | 5 | 20.00 | 106 | 5 | 21.20 | 37 | 2 | 18.50 | 243 | 12 | 20.25 | | | | 666 |
| Discovery | 60 | 3 | 20.00 | 60 | 3 | 20.00 | 61 | 3 | 20.33 | 60 | 3 | 20.00 | 241 | 12 | 20.08 | 65 | 3 | 21.67 | 66 | 3 | 22.00 | 26 | 1 | 26.00 | 157 | 7 | 22.43 | | | | 398 |
| Erma Siegel | 124 | 7 | 17.71 | 101 | 6 | 16.83 | 116 | 6 | 19.33 | 118 | 6 | 19.67 | 459 | 25 | 18.36 | 113 | 5 | 22.60 | 130 | 6 | 21.67 | 21 | 1 | 21.00 | 264 | 12 | 22.00 | | | | 723 |
| Hobgood | 89 | 5 | 17.80 | 102 | 6 | 17.00 | 81 | 4 | 20.25 | 88 | 5 | 17.60 | 360 | 20 | 18.00 | 85 | 4 | 21.25 | 84 | 4 | 21.00 | 55 | 3 | 18.33 | 224 | 11 | 20.36 | | | | 584 |
| John Pittard | 105 | 6 | 17.50 | 98 | 6 | 16.33 | 100 | 6 | 16.67 | 118 | 7 | 16.86 | 421 | 25 | 16.84 | 107 | 6 | 17.83 | 111 | 5 | 22.20 | 50 | 2 | 25.00 | 268 | 13 | 20.62 | | | | 689 |
| Mitchell-Neilson | 88 | 5 | 17.60 | 66 | 4 | 16.50 | 91 | 5 | 18.20 | 90 | 5 | 18.00 | 335 | 19 | 17.63 | 96 | 5 | 19.20 | 74 | 4 | 18.50 | 43 | 2 | 21.50 | 213 | 11 | 19.36 | | | | 548 |
| Northfield | 93 | 5 | 18.60 | 91 | 5 | 18.20 | 101 | 5 | 20.20 | 90 | 5 | 18.00 | 375 | 20 | 18.75 | 67 | 4 | 16.75 | 77 | 4 | 19.25 | 42 | 2 | 21.00 | 186 | 10 | 18.60 | | | | 561 |
| Overall Creek | 152 | 8 | 19.00 | 172 | 9 | 19.11 | 158 | 8 | 19.75 | 164 | 9 | 18.22 | 646 | 34 | 19.00 | 164 | 8 | 20.50 | 153 | 7 | 21.86 | 35 | 2 | 17.50 | 352 | 17 | 20.71 | | | | 998 |
| Reeves-Rogers | 61 | 4 | 15.25 | 71 | 4 | 17.75 | 68 | 4 | 17.00 | 77 | 4 | 19.25 | 277 | 16 | 17.31 | 59 | 3 | 19.67 | 56 | 3 | 18.67 | 28 | 2 | 14.00 | 143 | 8 | 17.88 | | | | 420 |
| Salem | 183 | 9 | 20.33 | 181 | 9 | 20.11 | 199 | 10 | 19.90 | 160 | 8 | 20.00 | 723 | 36 | 20.08 | 176 | 8 | 22.00 | 152 | 6 | 25.33 | 40 | 2 | 20.00 | 368 | 16 | 23.00 | | | | 1091 |
| Scales | 155 | 9 | 17.22 | 144 | 7 | 20.57 | 160 | 8 | 20.00 | 140 | 7 | 20.00 | 599 | 31 | 19.32 | 136 | 6 | 22.67 | 129 | 6 | 21.50 | 59 | 3 | 19.67 | 324 | 15 | 21.60 | | | | 923 |
| Totals by Grade | Kindergarten | | | 1st Grade | | | 2nd Grade | | | 3rd Grade | | | 4th Grade | | | 5th Grade | | | 6th Grade | | | | | | | | | | | | |
| | 1403 | 77 | 18.22 | 1351 | 73 | 18.51 | 1406 | 74 | 19.00 | 1372 | 73 | 18.79 | 1319 | 65 | 20.29 | 1285 | 61 | 21.07 | 567 | 28 | 20.25 | | | | | | | 8703 | | | |

| Regular Education PTR | | | Pupils | Teachers | PTR |
|-------------------------------|-------|--|--------|----------|-------|
| Kindergarten thru Third Grade | ----- | | 5532 | 297 | 18.63 |
| Fourth Grade thru Sixth Grade | ----- | | 3171 | 154 | 20.59 |
| District Totals | | | 8703 | 451 | 19.30 |

TRUANCY 10+ Days - Unexcused Absences

| | Period 1 | Period 2 | Period 3 | Period 4 | Period 5 | Period 6 | Period 7 | Period 8 | Period 9 |
|-------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Black Fox | | 5 | | | | | | | |
| Bradley | | 4 | | | | | | | |
| Cason Lane | 1 | 5 | | | | | | | |
| Discovery | | | | | | | | | |
| Erma Siegel | 3 | 1 | | | | | | | |
| Hobgood | 1 | 2 | | | | | | | |
| John Pittard | | 1 | | | | | | | |
| Mitchell-Neilson | 1 | 3 | | | | | | | |
| Northfield | | 2 | | | | | | | |
| Overall Creek | | 5 | | | | | | | |
| Reeves-Rogers | | 2 | | | | | | | |
| Salem | | | | | | | | | |
| Scales | | | | | | | | | |
| TOTALS | 6 | 30 | - | - | - | - | - | - | - |

Chronic Absenteeism = missing 10% or more

| | Period 1 | Period 2 | Period 3 | Period 4 | Period 5 | Period 6 | Period 7 | Period 8 | Period 9 |
|-------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | 2+ days | 4+ days | 6+ days | 8+ days | 10+ days | 12+ days | 14+ days | 16+ days | 18+ days |
| Black Fox | 231 | 234 | | | | | | | |
| Bradley | 132 | 185 | | | | | | | |
| Cason Lane | 203 | 197 | | | | | | | |
| Discovery | 66 | 36 | | | | | | | |
| Erma Siegel | 167 | 122 | | | | | | | |
| Hobgood | 191 | 204 | | | | | | | |
| John Pittard | 162 | 149 | | | | | | | |
| Mitchell-Neilson | 189 | 152 | | | | | | | |
| Northfield | 155 | 159 | | | | | | | |
| Overall Creek | 185 | 123 | | | | | | | |
| Reeves-Rogers | 124 | 99 | | | | | | | |
| Salem | 248 | 159 | | | | | | | |
| Scales | 243 | 212 | | | | | | | |
| | 2,296 | 2031 | - | - | - | - | - | - | - |

To: Board of Education

RE: Zoning Report

Board Meeting Date: October 26, 2021

Current enrollment numbers show increased enrollment numbers on the west side of town putting Overall Creek, Salem, and Scales reaching or above ideal building capacity. Additionally, we are looking at continued growth in these areas that will increase the need to address building capacity.

The central office team will be providing an overview of anticipated growth and the need to look at zoning for the 2022-2023 school year.

COMPARISON OF BUDGET TOTALS
July 1, 2021 Through September 30, 2021

| | | | |
|-----------------------|-------------------------|-----------|----------------------------------|
| TOTAL INCOME | 7/1/21 - 9/30/21 | \$ | 13,813,650 |
| TOTAL EXPENSES | 7/1/21 - 9/30/21 | | <u>17,083,573</u> |
| NET INCOME | 9/30/21 | \$ | <u><u>(3,269,923)</u></u> |

YEAR-TO-DATE REVENUE COMPARISON

SEPTEMBER 2021

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| | BUDGET CLASS. | 2020-21 BUDGET | 2020-21 YTD REV. | 2020-21 OVR/(UNDR) BUDGET | 2020-21 % | 2021-22 BUDGET | 2021-22 YTD REV. | 2021-22 OVR/(UNDR) BUDGET | 2021-22 % |
|----|-----------------------------------|----------------------|---------------------|---------------------------------|--------------|------------------------|----------------------|---------------------------------|--------------|
| 1 | 40110-Current Prop. Tax | 15,312,150 | 9,617 | (15,302,533) | 0.1% | 15,700,000 | 1,022 | (15,698,978) | 0.0% |
| 2 | 40210-Local Option Sales Tax | 12,330,550 | 1,116,906 | (11,213,644) | 9.1% | 13,000,000 | 1,295,269 | (11,704,731) | 10.0% |
| 3 | 40000-41110-Other County Rev | 1,850,000 | 445,164 | (1,404,836) | 24.1% | 1,705,000 | 319,439 | (1,385,561) | 18.7% |
| 4 | 43300-44000-Other Local Revenue | 698,941 | 98,918 | (600,023) | 14.2% | 1,792,500 | 90,608 | (1,701,892) | 5.1% |
| 5 | 46511-Basic Educ. Program | 48,350,000 | 9,359,000 | (38,991,000) | 19.4% | 48,115,000 | 9,623,000 | (38,492,000) | 20.0% |
| 6 | 46515-Early Childhood Ed. | 1,072,125 | - | (1,072,125) | N/A | 1,063,812 | - | (1,063,812) | 0.0% |
| 7 | 46530-Energy Efficient Sch | - | - | - | N/A | - | - | - | N/A |
| 8 | 46590-Other State Education | 1,976,159 | 34,654 | (1,941,505) | 1.8% | - | 369,716 | 369,716 | N/A |
| 9 | 46610-Career Ladder Program | 88,000 | - | (88,000) | 0.0% | 82,000 | - | (82,000) | 0.0% |
| 10 | 46615-Ext. Contract-ARRA | - | - | - | N/A | - | - | - | N/A |
| 11 | 46591-Coordinated School Health | 100,000 | - | (100,000) | N/A | 100,000 | - | (100,000) | 0.0% |
| 12 | 46595-Family Resource | 29,600 | - | (29,600) | N/A | 29,600 | - | (29,600) | 0.0% |
| 13 | 46800-46990-Other State Revenue | 262,503 | - | (262,503) | N/A | 262,503 | - | (262,503) | 0.0% |
| 14 | 47000- Federal Funds | 283,653 | - | (283,653) | 0.0% | 25,000 | 143,320 | 118,320 | 573.3% |
| 15 | 49100-49800 Bond & City Transfers | 3,244,831 | - | (3,244,831) | N/A | 450,000 | - | (450,000) | 0.0% |
| 16 | 49810-Approp./City Gen. Fund | 7,885,103 | 1,971,276 | (5,913,827) | 25.0% | 7,885,103 | 1,971,276 | (5,913,827) | 25.0% |
| 17 | 49820-Operating Transfers | 78,413 | - | (78,413) | 0.0% | - | - | - | N/A |
| | TOTALS | \$ 93,562,028 | \$13,035,536 | \$ (80,526,492) | 13.9% | \$90,210,518.00 | \$ 13,813,650 | \$ (76,396,868) | 15.3% |

YEAR-TO-DATE EXPENDITURE COMPARISON

SEPTEMBER 2021

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| | BUDGET CLASS. | 2020-21 BUDGET | 2020-21 YTD EXP. | 2020-21 OVR/(UNDR) BUDGET | 2020-21 % | 2021-22 BUDGET | 2021-22 YTD EXP. | 2021-22 OVR/(UNDR) BUDGET | 2021-22 % |
|----|-----------------------------|-------------------|---------------------|---------------------------------|--------------|-------------------|---------------------|---------------------------------|--------------|
| 1 | 71100-Reg. Instruction | 50,568,178 | 8,300,071 | (42,268,107) | 16.4% | 49,630,304 | \$8,887,711.59 | (40,742,592) | 17.9% |
| 2 | 71200-Sp. Ed. Instruction | 9,646,900 | 1,539,629 | (8,107,271) | 16.0% | 10,154,810 | 1,609,981 | (8,544,829) | 15.9% |
| 3 | 71400-Student Body Ed. | - | - | - | N/A | - | - | - | N/A |
| 4 | 72110-Attendance | 157,489 | 37,308 | (120,182) | 23.7% | 100,155 | 23,142 | (77,013) | 23.1% |
| 5 | 72120-Health Services | 948,039 | 193,919 | (754,120) | 20.5% | 975,845 | 40,645 | (935,200) | 4.2% |
| 6 | 72130-Guidance | 2,743,401 | 522,653 | (2,220,748) | 19.1% | 2,621,215 | 468,665 | (2,152,550) | 17.9% |
| 7 | 72210-Reg. Instr. Support | 2,315,361 | 526,086 | (1,789,275) | 22.7% | 2,361,485 | 497,977 | (1,863,508) | 21.1% |
| 8 | 72220-Sp. Ed. Support | 1,841,650 | 317,110 | (1,524,540) | 17.2% | 1,734,075 | 301,033 | (1,433,042) | 17.4% |
| 9 | 72250-Technology | 1,954,363 | 597,825 | (1,356,538) | 30.6% | 2,075,760 | 488,687 | (1,587,073) | 23.5% |
| 10 | 72310-Bd. Of Education | 1,646,370 | 644,392 | (1,001,979) | 39.1% | 1,739,681 | 649,024 | (1,090,657) | 37.3% |
| 11 | 72320-Office of Supt. | 388,039 | 55,897 | (332,142) | 14.4% | 428,330 | 96,041 | (332,289) | 22.4% |
| 12 | 72410-Office of Principal | 4,739,039 | 971,652 | (3,767,387) | 20.5% | 4,857,825 | 1,037,179 | (3,820,646) | 21.4% |
| 13 | 72510-Fiscal Services | 470,480 | 157,642 | (312,838) | 33.5% | 519,200 | 174,155 | (345,045) | 33.5% |
| 14 | 72520-Personnel Services | 587,033 | 166,577 | (420,456) | 28.4% | 467,240 | 152,036 | (315,204) | 32.5% |
| 15 | 72610-Oper. Of Plant | 6,304,017 | 1,106,955 | (5,197,062) | 17.6% | 6,445,115 | 1,203,435 | (5,241,680) | 18.7% |
| 16 | 72620-Maint. Of Plant | 2,809,034 | 436,510 | (2,372,524) | 15.5% | 2,870,495 | 428,113 | (2,442,382) | 14.9% |
| 17 | 72710-Pupil Transp. | 3,883,591 | 671,013 | (3,212,578) | 17.3% | 3,626,790 | 635,998 | (2,990,792) | 17.5% |
| 18 | 73300-Community Service | 557,708 | 104,329 | (453,379) | 18.7% | 581,565 | 95,755 | (485,810) | 16.5% |
| 19 | 73400-Early Childhood Educ. | 1,249,350 | 179,745 | (1,069,605) | 14.4% | 1,208,825 | 185,765 | (1,023,060) | 15.4% |
| 20 | 76100-Reg. Cap. Outlay | 150,500 | 23,915 | (126,585) | 15.9% | 130,000 | 12,290 | (117,710) | 9.5% |
| 21 | 82130-Education Debt Serv. | 3,244,831 | - | (3,244,831) | N/A | - | - | - | N/A |
| 22 | 99100-Operating Transfers | 409,200 | 95,940 | (313,260) | 23.4% | 350,900 | 95,940 | (254,960) | 27.3% |
| | TOTALS | 96,614,573 | 16,649,165 | \$ (79,965,408) | 17.2% | 92,879,615 | 17,083,573 | \$ (75,796,042) | 18.4% |

Human Resources Personnel Report 09/23/2021 - 10/21/2021

Certified Hires

| <u>Last Name</u> | <u>First Name</u> | <u>Start Date</u> | <u>Location</u> | <u>Position</u> | <u>Notes</u> |
|------------------|-------------------|-------------------|-----------------|-------------------|-------------------------|
| Nanney | Katie | 10/1/2021 | OCE | 1st Grade Teacher | rehire |
| Ruch | Joseph | 10/11/2021 | JP | SPED Teacher | |
| Pointer | Natalie | 10/11/2021 | CO | SLP | |
| Oakley | Andrea | 10/11/2021 | JP | Academic Coach | classified to certified |

Certified Interims

| <u>Last Name</u> | <u>First Name</u> | <u>Interim Dates</u> | <u>Location</u> | <u>Position</u> | <u>Interim For/Replacing</u> |
|------------------|-------------------|----------------------|-----------------|-------------------|------------------------------|
| Mushamba | Ashley | 10/11 - 2/4 | BR | Interim 6th Grade | Stephanie Davis |
| Watts | Valerie | 9/30 - 12/10 | SC | Interim ESL | Diana Hadley |
| Fisher | Erin | 10/18 - 12/10 | CLA | Interim 4th | Ashley Bija |

Certified Resignations/Retirements/Terminations

| <u>Last Name</u> | <u>First Name</u> | <u>Last Day</u> | <u>Location</u> | <u>Position</u> | <u>Tenure Y/N</u> |
|------------------|-------------------|-----------------|-----------------|-----------------|-------------------|
| Morrison | Chelsea | 9/17/2021 | BF | SPED Teacher | N |
| Capps | Jennifer | 10/1/2021 | MNP | SPED Teacher | Y |
| Grim | Eric | 10/5/2021 | BR | Drama Teacher | N |

Classified New Hires

| <u>Last Name</u> | <u>First Name</u> | <u>Start Date</u> | <u>Location</u> | <u>Position</u> | <u>Notes</u> |
|------------------|-------------------|-------------------|-----------------|---------------------|--------------|
| Campbell | Virginia | 9/29/2021 | SHOP | Bus Asst | |
| Mowl | Jessica | 10/1/2021 | JP | COVID Hotline Nurse | pt to ft |
| Jordan | Naiya | 10/11/2021 | ESE | SPED EA | |
| Poppele | Darlene | 10/11/2021 | OCE | SPED EA | |
| Ransom | Cynthia | 10/11/2021 | SC | SPED EA | rehire |
| Rodriguez | Edward | 10/11/2021 | BF | SPED EA | pt to ft |
| Bwe | Thaw | 10/11/2021 | BF | SPED EA | pt to ft |
| Leathers | Jennifer | 10/11/2021 | MNE | SPED EA | rehire |
| Case | Kaitlin | 10/12/2021 | NF | SPED EA | |
| Popplewell | Samantha | 10/12/2021 | JP | SPED EA | pt to ft |
| Suttles | Sharista | 10/13/2021 | BR | Office EA | |
| Martinez | Sarai | 10/13/2021 | SA | Custodian | rehire |
| Nolan | Cassandra | 10/18/2021 | SA | EA | |
| Hughes | Daijah | 10/18/2021 | SA | EA | |
| Gossage | Lisa | 10/19/2021 | JP | COVID Hotline EA | rehire |
| Webb | Michael | 10/19/2021 | JP | SPED EA | pt to ft |
| Harrison | Richard | 10/20/2021 | SHOP | Bus Asst | |

Classified Resignations/Retirements/Terminations

| <u>Last Name</u> | <u>First Name</u> | <u>Last Day</u> | <u>Location</u> | <u>Position</u> |
|------------------|-------------------|-----------------|-----------------|-----------------|
| Hudson | Elizabeth | 9/17/2021 | BF | SPED EA |
| Bowers | Susan | 9/30/2021 | SHOP | Bus Asst |
| Plymouth | Tavaris | 10/1/2021 | JP | SPED EA |
| Fells | Lisa | 10/11/2021 | SHOP | Bus Asst |
| Barnes | Christopher | 10/15/2021 | CO | Courier |
| Williams | Brianna | 10/15/2021 | HG | SPED EA |