



Board Meeting

January 26, 2016 6:30 PM

12060 Arlington Trail

Arlington, TN 38002

Attendance Taken at 6:30 PM.

Barbara Fletcher: Present

Jana Gore: Present

Dr. Dale Viox: Present

Kay Williams: Present

Danny Young: Present

1. Call to Order and Roll Call

Chairman Williams called the meeting to order. Roll was called and a quorum established.

2. Pledge to the Flag

Pledge was led by Mrs. Anna Jones.

3. Moment of Silence

Moment of Silence observed.

4. Presentations

4.A. School Board Recognition

Superintendent Mason, Central Office Executive Staff and School Administrators recognized the School Board for their dedication and support of the school system.

5. Citizens Comments (limited to 2 minutes per speaker)

Dr. Jason Yaun, 121835 Shady Tree Lane, Arlington, TN 38002 RE: School Start Times and related research on sleep quality and quantity Ms. Jill Yelland, 5972 Windsor Oak Circle, Arlington, TN 38002 RE: School Start Times and effects of sleep deprivation Ms. Jennifer Ehrentaut, 731 Litty Ct., Memphis, TN RE: School Start Time and related sleep research Ms. Valerie Crabtree, 5279 Toni Rose Dr., Arlington, TN 38002 RE: School Start Times and Sleep Psychologist and Clinical Research Ms. Regina Johnson and AES Teachers, 2785 Java Drive, Arlington, TN 38002 RE: Thank you to the Board for consideration in passing the resolution opposing the inclusion of TNReady data for the purposes of Teacher and Principal evaluations.

6. Approval of Minutes from December 15, 2015.

Chairman Williams called for corrections. Hearing none, December 15, 2015 minutes are approved as printed and Passed with a motion by Dr. Dale Viox and a second by Jana Gore.

Barbara Fletcher: Yea

Jana Gore: Yea

Dr. Dale Viox: Yea

Kay Williams: Yea

Danny Young: Yea



Yea: 5, Nay: 0

7. Approval of January 26, 2016 Agenda

Motion to remove item 11C: Amended Policy 2.805 Purchasing from the agenda Passed with a motion by Danny Young and a second by Dr. Dale Viox.

Barbara Fletcher: Yea

Jana Gore: Yea

Dr. Dale Viox: Yea

Kay Williams: Yea

Danny Young: Yea

Yea: 5, Nay: 0

to approve the January 26, 2016 agenda Passed with a motion by Jana Gore and a second by Barbara Fletcher.

Barbara Fletcher: Yea

Jana Gore: Yea

Dr. Dale Viox: Yea

Kay Williams: Yea

Danny Young: Yea

Yea: 5, Nay: 0

Chairman Williams called for a motion to approve the agenda as presented. Danny Young requested and made a motion to remove Item 11C: Amended Policy 2.805 Purchasing from the agenda. Dale Viox seconded the motion. Chairman Williams called for motion to approve the January 26, 2016 agenda. Mr. Yates made a motion to approve the January 26, 2016 agenda. Barbara Fletcher seconded the motion.

8. Reports

8.A. Chairman's Report

Chairman Williams reported that ACS District will host the TSBA Fall District Meeting on September 20, 2016 at Arlington High School. Reminder to members of the Board to submit Statement of Interest to the Ethics Commission by January 31, 2016. And to check the Annual Agenda for items coming up for board consideration. The Board will be conducting a self-evaluation in March.

8.B. Superintendent's Report

Superintendent Mason introduced the new General Counsel, Valerie Speakman. Troy Wilbanks reported: Mr. Wilbanks presented an overview with drawings and site plan for the bus lot that will contain asphalt parking lot with small office building with kitchenette and restrooms. Site has room for potential growth in the future. Pre-bid will be January 28. Bids will come in February 11. Project could start March 1 with an estimated completion at the end of May. Superintendent Mason reported: Progress of technology upgrades at AMS. Mr. Overby confirmed that all access point cat6 and IDF fiber optical cable have been pulled, terminated and verified in all locations. All access points have been mounted. MDF and IDF fiber optical trays, cat6, switches and battery backups have been installed. All switches and AP controller need to be configured and verified and clean up MIDF and IDF cat6 cables to



look aesthetically pleasing. Work to be completed tonight. Remaining work will be cable maintenance. Superintendent Mason thanked Mr. Overby for his countless hard work and late nights working on this project. iPads are in the hands of the teachers and training in progress for applications and academic programs. Parent training for requirements to receive an iPad will be February 18 & 22, 5:00 - 6:30 p.m. at AMS Cafeteria. February 25, 7:45 - 9:00 a.m. at AMS Library. Informational meeting potential new students: Explore AHS Night is February 2nd, 6:00 - 7:30 p.m. in the auditorium. AHS Informational meeting at Arlington Middle for parents of 8th graders will be February 9th, 6:00 - 7:00 p.m. in the cafeteria. High school Counselors will be on hand for this meeting to provide detailed graduation requirements, focus areas, honors and special education program. Student Services flyer with Spring Registration and Non-Resident Admissions are available. Information regarding both of these are available through social media and flyers are distributed throughout the community at local business and daycares. Superintendent Mason thanked the board and her staff for their hard work on the 5-year Strategic Plan and District Accreditation. Mr. Mayo reported: 2017-18 Calendar Committee has completed their work. The committee worked diligently to coincide with the other municipalities. Calendar will be presented to the board for approval in February or March. ACS logo merchandise is available for ACS employees to purchase. Staffing: 1 Social Studies (8th grade) position open in February for AMS. Planning has begun for staffing projections. Numbers from the planner and registration determine the staffing needs. Employment Intent letters will be processed electronically. Recruitment calendar scheduled for 13 sites with the possibility of more. Goal for retention and recruitment is to secure teachers and employees. ACS is hosting a Retirement meeting for all municipalities on February 16 at Arlington High School.

8.C. General Counsel Report

General Counsel, Valerie Speakman, provided an overview of her law experience in the field of education. Mrs. Speakman is excited to be apart of the district led by a Board of Education that is working for the same goal and to be under good leadership of Superintendent Mason. She provided an update on legislation. All the bills have been filed in legislation. Mrs. Speakman will communicate information to the Board regarding hot spots in the bills via e-mail.

8.D. Financial Report

8.D.1. 2014-15 Audit Report

Marcy Williams, Internal Auditor from Alexander Thompson Arnold, presented and overview of the 2014-15 Audit Report for ACS Internal School Funds and the process. Audits are state requirements. Auditors test for compliance of the manual of state guidelines. Auditors look for areas of weakness that would allow for fraudulent activity to occur. ACS Internal School Funds Combined Balance Sheet - Regulatory Basis (page 4): Total Assets - \$849,961 Total General Fund - \$443,682 Total Restricted Fund - \$406,279 Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Regulatory Basis (page 5): Total Revenues - \$1,443,590 Total Expenditures - \$1,337,474 Total Net Income - \$106,116 Arlington High and Middle had a positive net income for the year. Donelson and Arlington Elementary had a negative net income for the year. Financial



Statement Summary and individual school reports are provided in the report. Auditors reported one finding of Improper Use of General Fund Monies. Auditors recommend picture and vending commissions, vending company donations and concession sales be deposited in the general fund or respective restricted fund. 1. Commission Reconciliations: Schools work with vendors to obtain counts for items sold that the school receives commission from. 2. School Support Organizations: Financial statements from SSO's must be provided to the school for review. 3. Mail Log: Checks received in the mail must be logged on a daily collection sheet at the office. 4. Loss on Annual Fundraiser: Fundraisers monitored more closely so loss will be prevented in the future. 5. Misappropriation of Funds due to lack of segregation of duties: Duties should be separated in order to reduce the opportunity for fraudulent activity.

8.D.2. November Financial Report

Ms. Meeks reported on the November 2015 Financial Report: General Fund: Revenue YTD: 11,752,319.03 30% of the Budgeted Revenue Expenses YTD: 11,873,797.29 33% of the Budgeted Expenses Nutrition: Revenue YTD: 395,442.32 Expenses YTD: 381,721.62 Profit of 13,721 Federal & Discretionary Grants Revenue YTD: 648,244.21 Expenses YTD: 646,077.37 Construction in Progress (no activity or change since October report): CIP Revenue: 11,785.00 CIP Expenses: 535,056.79

8.D.3. Interlocal Health Trust November 2015 Report

Ms. Meeks reported: Health Trust Plan Assets YTD: 4,145,358.67 Revenues: Premiums YTD: 10,540,776.13 Expenses: Insurance Claims Disbursements YTD: 12,219,128.37 Bartlett/Collierville Clinic: 16,150.02

8.E. TLN Report

No TLN report.

9. Consent Agenda

Move to approve the consent agenda as presented and Passed with a motion by Dr. Dale Viox and a second by Jana Gore.

Barbara Fletcher: Yea

Jana Gore: Yea

Dr. Dale Viox: Yea

Kay Williams: Yea

Danny Young: Yea

Yea: 5, Nay: 0

9.A. Amended Policy 5.305 Family and Medical Leave (for second reading)

9.B. Mission and Vision

9.C. 2016 Legislative Agenda

9.D. Resolution 2016-02

10. Discussion Item



No discussion items.

11. Business Action Items

11.A. Policy 6.414 Prevention and Treatment of Sudden Cardiac Arrest (first reading)

To suspend rules and waive the second reading of Policy 6.414 Prevention and Treatment of Sudden Cardiac Arrest Passed with a motion by Dr. Dale Viox and a second by Jana Gore.

Barbara Fletcher: Yea

Jana Gore: Yea

Dr. Dale Viox: Yea

Kay Williams: Yea

Danny Young: Yea

Yea: 5, Nay: 0

Motion to approve Policy 6.414 Prevention and Treatment of Sudden Cardiac Arrest (first reading) and to waive second reading Passed with a motion by Dr. Dale Viox and a second by Danny Young.

Barbara Fletcher: Yea

Jana Gore: Yea

Dr. Dale Viox: Yea

Kay Williams: Yea

Danny Young: Yea

Yea: 5, Nay: 0

11.B. Approval of Resolution 2016-01

Motion to approve Resolution 2016-01: A resolution of the Board of Education of Arlington, TN in opposition to the use of TNReady data for teacher and principal evaluations for school year 2015-16 Passed with a motion by Barbara Fletcher and a second by Jana Gore.

Barbara Fletcher: Yea

Jana Gore: Yea

Dr. Dale Viox: Yea

Kay Williams: Yea

Danny Young: Yea

Yea: 5, Nay: 0

Chairman Williams read Resolution 2016-01 and recommended the board approve.

11.C. Amended Policy 2.805 Purchasing (first reading)

No action taken. Policy removed from the agenda by Danny Young.

11.D. 2016-17 Budget Planning and Preparation Calendar

Motion to approve the 2016-17 Budget Planning and Preparation Calendar Passed with a motion by Jana Gore and a second by Dr. Dale Viox.

Barbara Fletcher: Yea



Jana Gore: Yea
Dr. Dale Viox: Yea
Kay Williams: Yea
Danny Young: Yea
Yea: 5, Nay: 0

Ms. Meeks reviewed the budget timeline indicating items in bold that required board attention.

12. Adjournment

Move to adjourn Passed with a motion by Dr. Dale Viox and a second by Jana Gore.

Barbara Fletcher: Yea
Jana Gore: Yea
Dr. Dale Viox: Yea
Kay Williams: Yea
Danny Young: Yea
Yea: 5, Nay: 0

Chairperson

Superintendent

Arlington Community Schools offer educational and employment opportunities without regard to race, color, creed, national origin, religion, sex, age, disability or genetic information and adheres to the provisions of the Family Educational Rights and Privacy Act (FERPA).