

# **BARTLETT CITY BOARD OF EDUCATION**

## **BUSINESS MEETING MINUTES**

Thursday, January 9, 2014  
Bartlett City Hall – Council Chambers  
6400 Stage Road  
Bartlett, TN 38134  
7:30 PM

### **CALL TO ORDER**

Chairman Norris called the meeting to order at 7:30 p.m. The following Board Members were present:

Ms. Erin Berry  
Mr. David Cook  
Ms. Shirley Jackson  
Mr. Bryan Woodruff  
Chairman Jeff Norris

### **INVOCATION**

Opening prayer by Mr. Jeff Maxwell of Bartlett Baptist Church.

### **PUBLIC COMMENT**

Mr. Randy Vanvoorhis  
3457 Josee Lane  
Bartlett, TN 38135

Mr. Vanvoorhis requested the Board disseminate copies of proposed policy as soon as possible prior to Board meetings.

### **APPROVAL OF AGENDA**

Chairman Norris moved to strike action item 1, Policy 2007 from the agenda, and Board Member Cook seconded the motion. All members voted “yes” by voice vote, and the motion was carried. Board Member Cook moved to approve the agenda as amended, and Board Member Berry seconded the motion. All members voted “yes” by voice vote, and the agenda was approved.

### **APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

Chairman Norris requested an amendment to item seven (7) on the minutes from the Board Business meeting on Monday, December 2, 2013. Chairman Norris noted a correction from “Policy 1008” to “Policy 1006.” The correction was made without objection, and Board Member Cook moved to approve the previous minutes as amended. Board Member Berry seconded the motion, and all members voted “yes” by voice vote. The motion was carried, and the minutes for the following dates were approved: December 2, 2013; December 5, 2013; December 11, 2013; December 20, 2013; December 30, 2013.

### **REPORTS**

#### **I. Chairman’s Report.**

Chairman Norris reported that he and the Superintendent intend to meet on a bi-weekly basis, and those meetings commenced on Wednesday, January 8<sup>th</sup>. He and the Superintendent will

work closely together over the next few weeks to develop a district website as well as consider a Bartlett education foundation.

## **2. Superintendent's Report.**

Superintendent Stephens thanked the Board publically for giving him the opportunity to lead the district through such a transformational period. During his first week of work, he met with the other municipal superintendents to consider various issues including shared services and next steps. Superintendent Stephens reported that he had met with nine (9) principals and was working to establish faculty meetings at all eleven (11) schools during the next week. The Superintendent explained that he and Ms. Shoopman had been working with Shelby County Schools to lease office space in Bartlett High School. He expected that license to be executed in the upcoming week, as well. Finally, Superintendent Stephens informed the Board about Tennessee School Boards Association Day on the Hill and a membership opportunity in the Association of Independent Municipal Schools ("AIMS").

## **NEW BOARD BUSINESS**

### **1. Consent Agenda.**

Chairman Norris moved to pull the following items from the consent agenda: Item 6, Policy 2009; Item 12, Policy 5022; Item 14 Policy 5023. The policies were pulled for discussion without objection, and Chairman Norris moved to adopt the consent agenda as amended. Board Member Cook seconded the motion, and Chairman Norris requested a Roll Call Vote.

|                       |     |
|-----------------------|-----|
| Board Member Berry    | Aye |
| Board Member Cook     | Aye |
| Board Member Jackson  | Aye |
| Board Member Woodruff | Aye |
| Chairman Norris       | Aye |

With five (5) Ayes and zero (0) No, the motion to approve the consent agenda was carried.

### **2. Action Items.**

#### **A. Policy 5024 – Ethics.**

Chairman Norris moved to adopt Policy 5024. Board Member Cook seconded the motion, and Chairman Norris opened the floor for discussion. Chairman Norris explained to the public that the Board would be moving to suspend the rules and adopt policies on first reading frequently over the next few months. He advised that the intention was not to deprive the public of commenting on policy but rather to approve standard policies necessary to support the Superintendent as he works to get the district running in a timely fashion. Chairman Norris moved to suspend the rules to adopt policy 5024 on first reading. Board Member Jackson seconded the motion, and all members voted "yes" by voice vote. The motion was carried. Chairman Norris restated the original motion to adopt Policy 5024 and requested a Roll Call Vote.

|                    |     |
|--------------------|-----|
| Board Member Berry | Aye |
| Board Member Cook  | Aye |

|                       |     |
|-----------------------|-----|
| Board Member Jackson  | Aye |
| Board Member Woodruff | Aye |
| Chairman Norris       | Aye |

With five (5) Ayes and zero (0) No, the motion to approve Policy 5024 on first reading was carried.

B. Association of Independent Municipal Schools (AIMS) Membership.

Superintendent Stephens explained the mission and purpose of AIMS and advised the Board that Bartlett's membership dues would reach \$3,000 annually. However, for the remainder of this year, AIMS would prorate the invoice to reflect half of the annual amount. Board Member Woodruff moved to secure immediate membership in the organization. Board Member Cook seconded the motion, and all members voted "yes" by voice vote. The motion to join AIMS was carried.

C. Policy 2009 – Property Records.

Chairman Norris moved to adopt Policy 2009, and Board Member Berry seconded the motion. Chairman Norris opened the floor for discussion, and Board Member Cook sought clarification that the only thing that changed in the policy was the title from "Property Records" to "Purchasing Procedures." Chairman Norris responded in the affirmative and moved to suspend the rules to pass Policy 2009 on first reading. Board Member Cook seconded the motion, and all members voted "yes" by voice vote. Chairman Norris restated the original motion and called for a Roll Call Vote.

|                       |     |
|-----------------------|-----|
| Board Member Berry    | Aye |
| Board Member Cook     | Aye |
| Board Member Jackson  | Aye |
| Board Member Woodruff | Aye |
| Chairman Norris       | Aye |

With five (5) Ayes and zero (0) No, the motion to approve policy 2009 on first reading was carried.

D. Policy 5022 – Discrimination/Harassment.

Board Member Cook moved to adopt Policy 5022 as presented. Chairman Norris seconded the motion and opened the floor for discussion. Board Member Woodruff explained the policy process for members in the audience and Board Member Jackson inquired about the Federal Rights Coordinator position. Superintendent Stephens explained that he would designate the position, and Chairman Norris moved to suspend the rules and approve Policy 5022 on first reading. Board Member Berry seconded the motion, and all members voted "yes" by voice vote. Chairman Norris restated the original motion and requested a Roll Call Vote.

|                       |     |
|-----------------------|-----|
| Board Member Berry    | Aye |
| Board Member Cook     | Aye |
| Board Member Jackson  | Aye |
| Board Member Woodruff | Aye |
| Chairman Norris       | Aye |

With five (5) Ayes and zero (0) No, the motion to adopt Policy 5022 on first reading was carried.

E. Policy 5023 – Holding Elected Office in Bartlett Municipal Government.

Board Member Woodruff moved to approve Policy 5023 as presented, and Board Member Cook seconded the motion. Chairman Norris moved to suspend the rules and pass Policy 5023 on first reading. Board Member Berry seconded the motion, and all members voted “yes” by voice vote. Chairman Norris restated the original motion and requested a Roll Call Vote.

|                       |     |
|-----------------------|-----|
| Board Member Berry    | Aye |
| Board Member Cook     | Aye |
| Board Member Jackson  | Aye |
| Board Member Woodruff | Aye |
| Chairman Norris       | Aye |

With five (5) Ayes and zero (0) No, the motion to adopt Policy 5023 on first reading was carried.

**ADJOURNMENT**

Meeting adjourned at 8:11 p.m.