

MINUTES OF THE REGULAR MEETING OF COLLIERVILLE BOARD OF EDUCATION

Tuesday, December 10, 2013

MR. MARK HANSEN, CHAIRMAN
MR. KEVIN VAUGHAN, VICE-CHAIRMAN
MS. WANDA CHISM
MR. WRIGHT COX
MRS. CATHY MESSERLY

- I. **CALL TO ORDER:** The Collierville School Board meeting was called to order by Chairman Mark Hansen at 6:00 p.m.
- II. **ROLL CALL:** Roll call was taken by Chairman Mark Hansen and all five school board members were present, representing a quorum.
- III. **MOMENT OF SILENCE:** A moment of silence was called for by Chairman Mark Hansen and was observed by all in attendance.
- IV. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Chairman Mark Hansen.
- V. **PUBLIC COMMENTS:** There were no requests received to address the Board at this time.
- VI. **APPROVAL OF AGENDA:**
Recommendation: It is recommended that the Collierville School Board of Education approves the agenda for the December 10, 2013 Business Meeting.

Board Member Cox made motion to approve the Agenda and Board Member Chism seconded the motion.
- VII. **APPROVAL OF MINUTES OF THE DECEMBER 2, 2013 BUSINESS MEETING:**
Recommendation: It is recommended that the Collierville School Board of Education approves the minutes of the December 2, 2013 Business Meeting with no additions or corrections.

A motion was made by Kevin Vaughan and seconded by Cathy Messerly to approve the minutes of the December 2, 2013 meeting.

Wanda Chism	Aye
Wright Cox	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye
Mark Hansen	

With four ayes (or with no objections), the motion was approved.

VIII. REPORTS:

- *Chairman's Report*

Chairman Hansen gave a brief report to the Board stating that a special called work session and business meeting had been scheduled on December 16, 2013 to discuss pertinent matters.

- *Consultant's Reports*

Mr. Mike Simpson stated that he had been asked, as a consultant, to focus on the Operations area to assist in the implementation of the Collierville School System. He provided a brief summary about attendance numbers for the eight elementary, middle and high schools and how those attendance numbers will impact the opening of the school district this August. He also examined how the attendance numbers will impact the district over the next five years. He explained that he has met with town officials from the Development Department and reviewed the 2012 Collierville Development Report. He was provided projections for population growth as it relates to new housing developments in the city. This information will be used to provide future student enrollment projections and the impact that student growth will have on school building capacity.

In addition, the future enrollment projections will also be used to recommend a 5-year Capital Improvement Plan (CIP). This plan will reflect the capital expenditures necessary to address student growth within the town. A 5-year CIP could cover such things as school building renovations, classroom additions, or the construction of new schools. Other items covered in a capital improvement plan could include the replacement of roofs, addressing critical deferred maintenance related to upgrades to electrical or data systems or the replacement of HVAC systems.

This student enrollment projection information will also be used to develop budgets and recommended services related to a variety of district departments including: Human Resources, Transportation, Building Maintenance, School Nutrition, and Purchasing.

- *Consultant's Report*

Mr. John Aitken began his report by offering his congratulations to each of the Board members. He applauded each of them for their willingness to serve the Collierville community and its children. He expressed that they are facing a difficult and time-consuming but very rewarding project. He also offered special thanks and public acknowledgement to Mayor Joyner and the Alderman for steadfastly staying the course and his leadership, to Town Administrator James Lewellen for pulling double and sometimes triple duty over the last several years as he worked toward the formation of Collierville's School District and for his openness and receptiveness to himself and Mr. Simpson as schools consultants. He also thanked Kristal McGee for her

administrative help until positions are filled.

Mr. Aitken explained that many issues do not yet have definitive answers but that the public should be aware that healthy discussions and meetings have been taking place to begin the resolution of the many steps and processes necessary in the formation of a school district.

Mr. Aitken stated that everyone is aware that Germantown is progressing on final resolution in its negotiation with Shelby County Schools. Once those agreements are finalized with all parties then, as soon as practical, officials from both municipalities will begin meeting in earnest to come up with the best solutions for students and families who reside in Collierville and go to Germantown schools. Those meetings and discussions included the following:

1. Facility Reviews and Enrollment Forecasts
2. Capital Needs for Short-Term and Long Term
3. Human Resources Issues and Employee Benefits (Health Insurance)
4. Development of Policies, beginning with Board Governance
5. Comprehensive Plan to be submitted to the Commissioner of Education
6. Fiscal Updates/ Budget/ Central Office Organization
7. Discussions with Principals on Future Issues

He expressed that the next few months will be challenging, and it is important that everyone remember the reason why we are all in this business. There are many students, families, and employees who have been living and working in unstable times over the last few years, and they are counting on all of us to persevere and get this right. He stated that he has full confidence that this board will be able to do so.

IX. RECOMMENDED ACTIONS:

- *Approval to request RFSOQ for Legal Services*

Recommendation: It is recommended that the Board approve to request RFSOQ (Request for Scope of Qualifications) for Legal Services.

Wright Cox made motion to approve the request for RFSOQ for legal services; the motion was seconded by Cathy Messerly.

Wanda Chism	Aye
Wright Cox	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye
Mark Hansen	

With four ayes, the motion was approved.

- *TSBA Membership*

Recommendation: It is recommended that the Board approve membership to TSBA (Tennessee School Board Association).

Cathy Messerly made motion to approve the TSBA Membership and Policy update service; the motion was seconded by Wanda Chism.

Wanda Chism	Aye
Wright Cox	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye
Mark Hansen	

With four ayes, the motion was approved.

- *Board Budget*

Recommendation: It is recommended that the Board approve the budget as presented.

Kevin Vaughan made motion to adopt the Budget as presented; the motion was seconded by Wanda Chism.

Wanda Chism	Aye
Wright Cox	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye
Mark Hansen	

With four ayes, the motion was approved.

- *Election of TLN Representative*

Recommendation: It is recommended that the Board elect a TLN (Tennessee Legislative Network) Representative.

Cathy Messerly nominated Chairman Hansen to be the TLN Representative. The nomination was seconded by Wright Cox.

Wanda Chism	Aye
Wright Cox	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye
Mark Hansen	

With four ayes, the motion was approved.

- *Approval of yearly Board Meeting calendar*

Recommendation: It is recommended that the Board approve the yearly Board Meeting calendar.

Wanda Chism asked if they would like to look at the December 23, 2014 Work Session and possibly change that date to December 16, 2014.

Kevin Vaughan mad motion to adopt the yearly Board Meeting Calendar with recommended amendment; the motion was seconded by Wanda Chism.

Wanda Chism	Aye
Wright Cox	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye
Mark Hansen	

With four ayes, the motion was approved.

X. ADJOURNMENT:

With no further comments or objections, the meeting adjourned at 6:31 p.m.



J. Mark Hansen, *Chairman*



John Aitken, *Superintendent*