

**MINUTES OF THE BUSINESS MEETING
COLLIERVILLE SCHOOLS BOARD OF EDUCATION
December 9, 2014**

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

- I. CALL TO ORDER:** The Collierville Schools Board meeting was called to order by Chairman Mark Hansen at 6:02 p.m.
- II. ROLL CALL:** Roll call was taken by Chairman Mark Hansen and four of the five of the school board members were present, representing a quorum. Mr. Wright Cox was absent.
- III. MOMENT OF SILENCE:** A moment of silence was observed. Cathy Messerly asked that we take a moment to remembered Carl Sweargener.
- IV. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Board Member Kevin Vaughan.
- V. PUBLIC COMMENTS:**
There were no public comments.
- VI. RECOGNITIONS:**

Mr. John Aitken introduced Ms. Angie Knight, Chorus Director from Sycamore Elementary. The 4th and 5th grade chorus performed the following songs for the board: December Nights, December Lights; Light the Candles for Eight Nights with soloist Pavani Epparla; LaFiesta de la Posade and Light the Kinara for Kwanzaa. The chorus is an Audition Phase Group and have performed at Community Day Events such as the Collierville Christmas Tree Lighting and Day on the Square. They have performed at the Red Birds Game singing the National Anthem and they will perform at the Memphis Grizzlies Game Tuesday night.

Chairman Hansen also recognized Scout Troup 58 for attending the Board Meeting. Attendance to this meeting helps the scouts in earning one of their merit badges.

Kevin Vaughan also recognized George Chism, County Commissioner for attending the meeting.

VII. APPROVAL OF AGENDA:

Recommendation: It is recommended that the Collierville Schools Board of Education approve the agenda for the December 9, 2014 Business Meeting.

Cathy Messerly made motion to approve the December 9, 2014 agenda. The motion was seconded by Wanda Chism and unanimously approved by the board.

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

VIII. BUSINESS AFFAIRS

• **APPROVAL OF THE MINUTES OF THE November 10, 2014 BUSINESS MEETING**

Recommendation: It is recommended that the Collierville Schools Board of Education approve minutes of the November 10, 2014.

Kevin Vaughan made motion to approve the minutes as presented. The motion was seconded by Cathy Messerly and unanimously approved by the board.

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

• **APPROVAL OF THE OCTOBER 2014 FINANCIAL STATEMENTS**

Recommendation: It is recommended that the Collierville Schools Board of Education approve the October 2014 Financial Statements.

Kevin Vaughan made motion to approve the October 2014 Financial Statements. The motion was seconded by Cathy Messerly and unanimously approved by the board.

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

IX. REPORTS:

Chairman's Report

Chairman Hansen noted that Wanda Chism and Cathy Messerly were sworn in at the ceremony last week. He stated that it has been a very hectic and busy year, but overall everything is going very good. The board members are out in the schools quite a bit and the reaction of the parents, students and teachers is very gratifying.

Chairman Hansen wanted to address some issues on his mind as we go forward. Not only do we do an evaluation on the Superintendent, but we also have a Self-Evaluation of the Board which is being conducted by TSBA. He noted three issues that the Board could improve on:

• **Fiscal Health of the School District Finance**

Our money is tight but our staff and board have been good stewards of our taxpayer's money and we are trying to create a rainy day fund. We need to continue to think about and concentrate on the fiscal health and terms of the finances.

• **Long Range Planning**

The Board has been discussing the need for a new school, primarily high school. The present high school building was built for 2000 students and we have approximately 2200 students and anticipate some growth next year. We are studying about how to deal with the overcrowded situation including and up to building a new school. Board Member Vaughan, Mr. Simpson, Mr. Aitken, Mr. Hudspeth and Ms. Frasier have been working on a special committee to look at these options and they are doing a great job. Long Range Planning is something you can do after all the doors are open. We need to start looking at 5 years and even longer to make the school system better for the long term. We will have some discussion tonight creating some Strategic Planning Committees. He is thrilled that we are moving toward a model about long range planning.

- Communication

Chairman Hansen would like to discuss the overall issue of communication. Collierville Schools is on face book, twitter and we have various means of disseminating information. We need to continue to think of ways we can communicate our thoughts to the citizens and students of Collierville. Collierville Schools Board needs to have the ability to receive input not only from students, but from the administrators, teachers, citizens, and parents. We need to continue to think about ways the citizens can communicate freely and openly with the School Board Members and as well as the staff. Please let us know if you have ways to enhance that ability of communication.

The Board was originally sworn in 1 year and 1 week ago today. We have hit the ground running and we have had a very busy year. But now as we move forward into our second year, we can start thinking about the things that we want to do and accomplish in our school system. It's going to depend on the ideas and support of everyone in town. Chairman Hansen stated that he would like the public to contact the Board if you have ways of how we can communicate more effectively with the public and the direction of how you want our school system to move forward.

Mr. Vaughan stated that one thing that will be a challenge as we move forward is with our Long Range Planning and Capital needs aspect. We have a choice as a community and as a body that is rather to choose to have a long range plan outlook of a time frame of 5 years or if we project that out to 50 years and how we are going to shape our town through this organization through that period of time. We do not need to shirk that responsibility and we look forward to being challenged.

Superintendent's Report

Mr. Aitken wanted to thank all of our schools for their generous donation to the Angel Tree programs here in Collierville. It is heartwarming to see the compassion and generosity shown, especially by our kids.

Our regular work session for Tuesday, December 16, 2014 has been cancelled. He noted we will resume those sessions in January as we begin the budget process and planning meetings.

Mr. Aitken noted that we have been busy since our last meeting with the finalization of our 5 Year Capital Plan. The final piece of that will be presented to you in January once we have our enrollment projections. In the meantime, we have been exploring actual sites as we explore the planning for a new facility. Our CIP committee identified several sites with sufficient acreage to accommodate a new facility. We have begun the process of walking those sites and talking to the land owners. We will soon employ architects(s) to render facility plans/drawings on a couple of those sites once we finish our walk-throughs. Part of our process will also be the evaluation of the existing high school and middle school facilities and sites to determine the feasibility of any expansions on those sites as well. Our enrollment data shows that our 2 middle schools and our high school are currently at or above capacity, so we are evaluating all options moving forward in regards to facility usage.

Collierville Schools has posted a survey on the district and school web sites to gather feedback on both the school calendar and school start times. The system is organizing a calendar committee to discuss several options. The committee will meet as soon as we return from Christmas break. We will plan to have a recommendation before you are asked to consider either option at the last January meeting or the first February meeting. They are again attempting to coordinate as closely as possible with the proposed calendars of the other districts as well as that of Shelby County Schools. They are also exploring the calendar for 2016-17 and based on feedback from our survey, they may bring both calendars to approve at the same time.

Each of the Board members should have a sheet in your packet outlining your assignment to one of the Strategic Planning Committees. Board members will be receiving information detailing meeting times and responsibilities.

Congratulations to Mrs. Chism and Mrs. Messerly for your election to another term on the School Board. Mr. Aitken looks forward to working with each of the board over the next 4 years.

X. BUSINESS ITEMS:

Recommendation: It is recommended that the Collierville Schools Board of Education elect the Officers of the Collierville School Board.

• **Election of the Chairman**

Kevin Vaughan made the nomination for Mark Hansen as Chairman of the Collierville School Board. The motion was seconded by Cathy Messerly. No other nominations were made. Kevin Vaughan made motion to close the floor for nomination and the motion was seconded by Wanda Chism and approved unanimously by the board. The ayes have the motion and nominations were closed. A roll call vote was taken.

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

Recommendation: It is recommended that the Collierville Schools Board of Education elect the Vice-Chairman of the Collierville School Board.

• **Election of the Vice-Chairman**

Mark Hansen made the nomination for Kevin Vaughan as Vice-Chairman of the Collierville School Board. The motion was seconded by Wanda Chism. No other nominations were made. Cathy Messerly made motion to close the floor for further nominations and the motion was seconded by Wanda Chism and approved unanimously by the board. The ayes have the motion and nominations were closed. A roll call vote was taken.

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

Recommendation: It is recommended that the Collierville Schools Board of Education elect the TLN Representative of the Collierville School Board.

• **Election of the TLN Representative**

Kevin Vaughan made the nomination for Mark Hansen as the TLN Representative. The motion was seconded by Cathy Messerly. No other nominations were made. Cathy Messerly made motion to close the floor for further nominations and the motion was seconded by Wanda Chism. The board unanimously voted aye in favor of this nomination. The ayes have the motion and nominations were closed. A roll call vote was taken.

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

Recommendation: It is recommended that the Collierville Schools Board of Education approve the following Adoption of the Textbook Committee.

• **Adoption of Textbook Committee**

Kevin Vaughan made motion to approve the Adoption of the Textbook Committee as presented by the Superintendent. The motion was seconded by Wanda Chism and approved unanimously by the board.

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

Recommendation: It is recommended that the Collierville Schools Board of Education approve the Amended Budget Resolution as presented by the Superintendent.

- **Amended Budget Resolution**

Cathy Messerly made motion to approve the Amended Budget Resolution as presented by the Superintendent. The motion was seconded by Wanda Chism and approved unanimously by the board.

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

Recommendation: It is recommended that the Collierville Schools Board of Education approve a Student Advisory Board which will consist of 2 students from the high school and 1 student from each middle school for a total of 4 members as presented by the Superintendent.

- **Student Advisory Board**

Wanda Chism made motion to approve a Student Advisory Board as presented by the Superintendent. The motion was seconded by Cathy Messerly and approved unanimously by the board.

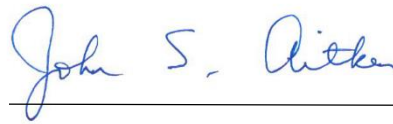
Wanda Chism	Aye
Wright Cox	Absent
Mark Hansen	Aye
Cathy Messerly	Aye
Kevin Vaughan	Aye

XII. ADJOURNMENT

With no further comments or objections, the meeting was adjourned at 7:22 p.m.



J. Mark Hansen, *Chairman*



John S. Aitken, *Superintendent*