



**LAKELAND BOARD OF EDUCATION  
BUSINESS MEETING MINUTES  
MONDAY, OCTOBER 3, 2016 5:45 P.M.  
CITY HALL, LAKELAND, TENNESSEE**

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- I. **CALL TO ORDER:** With a quorum present, the meeting was called to order at 5:45 P.M., Monday, October 3, 2016.

Chairman Floyd called for a moment of silence followed by the pledge.

- II. **ROLL CALL:** Chairman Kevin Floyd, Vice-Chair Laura Harrison, Kelley Hale, Geoff Hicks, and Teresa Henry were all present. Superintendent Horrell and LSS Attorney Eric Plumley also attended.

III. **REPORTS:**

1. Chairman's Report
2. TLN Representatives Update
3. Superintendent's Report/Financial Report
4. Dr. Mitchell's LMPS Update

- IV. **APPROVAL OF AGENDA:** There were no objections to approving the agenda as written.

- V. **CONSENT AGENDA:** There were no items on the consent agenda.

VI. **DISCUSSION**

1. **Approval of Minutes:**
  - **Regular Meeting Minutes, September 8, 2016, 9:00 A.M.**

Teresa Henry moved to bring this item to the floor, seconded by Geoff Hicks.

Without discussion, when the question was called, the Regular Meeting Minutes from September 8, 2016 were approved. **Motion carried, voice vote, all in favor.**

2. **Discussion/Action on Superintendent's Evaluation (K. Hale)**

Geoff Hicks made the motion to bring this item to the floor, seconded by Teresa Henry.

Kelley Hale explained all board members had received a copy of the final evaluation and went over what the sections were. Eric Plumley explained this evaluation is required by LSS policy, and that all data from board members and teachers were collected by his office. He briefly read the scores, and the board expressed their appreciation.

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Laura Harrison made note that we need to update the teacher evaluation as LMPS comes onboard.

Dr. Horrell stated he was thankful for the board and the teachers taking the time to do this, and he supports the evaluation.

No vote was necessary.

**3. Discussion/Action on Board Self-Evaluation (T. Horrell)**

Geoff Hicks made the motion to bring this item to the floor, seconded by Laura Harrison.

Dr. Horrell explained that the evaluation was provided by TSBA, and went over the evaluation model. Chairman Floyd stated the policy requires they come up with goals from this evaluation process. Laura Harrison said this was very helpful. The board collectively decided to come up with goals and email them to Dr. Horrell. Laura Harrison proposed doing it as part of our five-year strategic plan. All agreed. Teresa Henry recommended that next year we do the board evaluation in-house like the Superintendent's evaluation. Dr. Horrell said he does not think it would be necessary for Mr. Plumley to do it, but thinks we could handle the process at the central office. The board would also like the grading scales to be consistent.

No vote was necessary.

**4. Discussion/Action on Authorization to Present ACT/Aspire Resolution at TSBA Conference (T. Henry)**

Laura Harrison moved to bring this item to the floor, seconded by Geoff Hicks.

Teresa Henry requested permission to be able to take this resolution to the floor at the delegate meeting.

Kevin Floyd made a motion to make Mrs. Henry a delegate at the convention and have the authority to take the resolution to the floor, seconded by Laura Harrison.

Without further discussion, when the question was called, Authorization for Delegate Teresa Henry to Present the ACT/Aspire Resolution at the TSBA Conference was approved. **Motion carried, voice vote, all in favor.**

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**5. Discussion/Action on Second Reading of New Policy 4.210 – Credit Recovery (T. Horrell)**

Laura Harrison moved to bring this item to the floor, seconded by Kelly Hale.

Dr. Horrell explained this was the second reading due to this being a new policy.

Without further discussion, when the question was called, New Policy 4.210 – Credit Recovery was approved. **Motion carried, voice vote, all in favor.**

**6. Discussion/Action on Update to Policy 5.301 – Emergency and Legal Leave (T. Horrell)**

Laura Harrison moved to bring this item to the floor, seconded by Teresa Henry.

Without discussion, when the question was called, the Update to Policy 5.301 – Emergency and Legal Leave was approved. **Motion carried, voice vote, all in favor.**

**7. Discussion Action on Update to Policy 1.200 – Election of Officers (T. Horrell)**

Laura Harrison moved to bring this item to the floor, seconded by Teresa Henry.

Dr. Horrell explained this was a recommendation of the policy committee due to the change in election dates.

Without further discussion, when the question was called, the Update to Policy 1.200 – Election of Officers was approved. **Motion carried, voice vote, all in favor.**

**8. Discussion/Action on Update to Policy 1.403 – Agendas (T. Horrell)**

Teresa Henry moved to bring this item to the floor, seconded by Geoff Hicks.

Dr. Horrell explained this was also a recommendation of the policy committee. The changes were just to clarify the process of adding agenda items.

Laura Harrison moved to strike the last sentence, seconded by Teresa Henry.

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Without further discussion, when the question was called, the amended Update to Policy 1.403 – Agendas was approved. **Motion carried, voice vote, all in favor.**

**9. Discussion/Action on Update to Policy 1.406 – Minutes (T. Horrell)**

Teresa Henry moved to bring this item to the floor, seconded by Laura Harrison.

Dr. Horrell explained this was also a recommendation of the policy committee. They wanted clarification that minutes did not actually have to be mailed but could be electronically sent. LSS Attorney Eric Plumley informed us sending minutes electronically was within the law.

Without further discussion, when the question was called, the Update to Policy 1.406 – Minutes was approved. **Motion carried, voice vote, all in favor.**

**10. Affirmation of LSS Code of Ethics**

Dr. Horrell explained that all board members were provided with a LSS Code of Ethics. They were each to be signed and returned. The signed copies will be added to their employee files.

Laura Harrison requested this item be added to the annual agenda in January.

No vote was necessary.

**11. Monthly Review of Scheduled Policies (No Action Recommended)(T. Horrell)**

- 1.100 – School Board Legal Status and Authority
  - 1.101 – Role of the Board of Education
  - 1.102 – Board Members Legal Status
  - 1.103 – Board Self-Evaluation
  - 1.104 – Membership
  - 1.105 – School Board Legislative Involvement
  - 1.106 – Code of Ethics
  - 1.106a – Conflict of Interest Disclosure Statement
  - 1.107 – Board Member Conflict of Interest
  - 1.108 – Nepotism
  - 1.201 – Duties of Officers
  - 1.202 – Duties of Board Members and Board Norms
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- 1.203 – New Member Orientation
- 1.204 – Board Member Development Opportunities
- 1.205 – Board-Superintendent Relations
- 1.300 – Board Committees
- 1.301 – Executive Committee
- 1.302 – School Attorney
- 1.303 – Consultants
- 1.400 – School Board Meetings
- 1.401 – Public Hearings
- 1.402 – Notification of Meetings
- 1.404 – Appeals to and Appearances Before the Board
- 1.405 – Rules of Order
- 1.407 – School District Records
- 1.500 – Board-Community Relations
- 1.501 – Visitors to the Schools
- 1.502 – Board Meetings News Coverage
- 1.503 – News Releases, News Conferences, and Interviews
- 1.600 – Policy Development and Adoption
- 1.601 – Administrative Procedures
- 1.602 – Administrative Committees
- 1.701 – School District Planning
- 1.703 – School Attendance Areas
- 1.704 – Charter Schools
- 1.800 – School Calendar
- 1.801 – School Day
- 1.8011 – Emergency Closings
- 1.8012 – Extended School Day/Year Programs for School Age Children
- 1.802 – Section 504 and ADA Grievance Procedures
- 1.803 – Tobacco-Free Schools
- 1.804 – Drug Free Workplace
- 1.805 – Use of Electronic Mail (e-mail)
- 1.806 – Advertising and Distribution of Materials in Schools
- 1.807 – Use of the School Name
- 1.808 – Registered Sex Offenders

No updates were recommended to his item. **All affirmed.**

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VII. **ANNOUNCEMENTS:** Mrs. Henry congratulated Arlington High School's Band on their exceptional performance at the recent competition.

VIII. **ADJOURNMENT:** There being no other business to take action on, Laura Harrison moved to adjourn the meeting, seconded by Kelley Hale. **Motion carried, voice vote, all in favor.**

The meeting adjourned at 6.48 P.M, Monday, October 3, 2016.

These minutes were approved Monday, November 14, 2016.

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Kevin Floyd, Chairman

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Ted Horrell, Superintendent

ATTEST:

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Jessie Rosales, LSS Recorder

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