

# **BARTLETT CITY BOARD OF EDUCATION BUSINESS MEETING AGENDA**

**AUDITORIUM  
5705 STAGE ROAD  
BARTLETT, TN 38134**

**February 27, 2025  
6:00 PM**

- I. INVOCATION
- II. PLEDGE OF ALLEGIANCE
- III. CALL TO ORDER & ROLL CALL
  - A. Official Business of the Day
- IV. SPECIAL PRESENTATIONS
- V. PUBLIC COMMENT
- VI. APPROVAL OF AGENDA
- VII. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
  - A. January 23, 2025 Business Meeting Minutes
- VIII. REPORTS
  - A. Chairman's Report
  - B. Superintendent's Report
  - C. General Counsel's Report
  - D. Tennessee Legislative Network (TLN) Representative Report
  - E. Financial Report
- IX. UNFINISHED BOARD BUSINESS
- X. BOARD ACTION ITEMS
  - A. New Board Business
    - 1. Bid#FY25003 Purchase, Deliver and Install a Sharp Precision Lathe Machine and Sharp Milling Machine at Bartlett High School
    - 2. Request for Qualifications/Proposal ("RFQ/P") Bartlett High School – Football Practice Facility Construction Manager at-Risk (CMAR) Services
    - 3. Soliant Health, LLC Contract
    - 4. Student Data Privacy Consortium Agreement
    - 5. Bartlett City Board of Education Meeting Schedule 2025-2026
    - 6. Resolution 12-5 Budget Amendment
    - 7. Resolution 12-6 Resolution to designate the Bartlett High School softball/baseball hitting facility located at W.J. Freeman Park, as the "Phil Clark Indoor Facility"
- XI. ADJOURNMENT

**BARTLETT CITY BOARD OF EDUCATION  
BUSINESS MEETING MINUTES**

**AUDITORIUM  
5705 STAGE ROAD  
BARTLETT, TN 38134**

**January 23, 2025  
6:00 PM**

**INVOCATION & PLEDGE OF ALLEGIANCE**

Board Member Bryan Woodruff said a prayer. The Board and audience recited the Pledge of Allegiance.

**CALL TO ORDER & ROLL CALL**

**Official Business of the Day**

Chairman Cook called the meeting to order at 6:00 p.m. The following Board Members were present:

Mr. David Cook  
Ms. Erin Berry (arrived 6:10 p.m.)  
Mrs. Shirley Jackson  
Mr. Brad Ratliff  
Mr. Bryan Woodruff

**SPECIAL PRESENTATIONS**

**Girls' Golf**

The girls' golf team finished the season with a record of 51-8. They won the Hardin County Invitational Tournament for the second year in a row. They were also District and Regional Champions, defeating Houston. They were one of eight teams to make it to State. Both Katie and Erin will continue their careers playing college golf.

Katie Francis  
Erin Porter  
Molly Crosby

**Boys' Golf**

Andersen House finished in 21st place at the state tournament this year. Andersen competed at the state tournament for three consecutive years. He will continue his career at Roane State.

The Golf team members, Coach Kevin Hill and Coach Kayla Jones were recognized and presented with a certificate.

---

**Girls' Cross Country Team**

The Girls' team 14<sup>th</sup> place finish at the state championship meet was the best finish for a Bartlett Girls' Cross Country team since the 2004 season. They concluded the regular season by winning the South Panola XC Invitational. The team consisted of members that had many historical individual performances during the season. Kaley Byrd finished her Bartlett cross country career with a school record time of 19:05.

Naomi Horn and Abriella Trammell finished their freshman seasons with the top two fastest freshman times in school history. Finally, Coach Emptage and Coach Stewart want to thank the three seniors: Kaley Byrd, Savannah Clay, and Anna Cervetti for all the hard work and dedication they put forth into helping lead this team to great heights in their final cross-country seasons with the Bartlett cross country program.

Girls Cross Country: Team (Finished 14<sup>th</sup> out of 24 teams)

Grace Guthrie

Naomi Horn

Delila Kirchert

Abriella Trammell

Kaley Byrd

Savannah Clay

Anna Cervetti

### **Boys' Cross Country Team:**

William McCollough and Barrett Gaylord led the Bartlett Boys Cross Country team this season by qualifying at the State Championship meet this last November. William finished his cross-country career with Bartlett by racing in his third state championship meet of his high school career. Other memorable races for William this season included running a career personal best of 17:00.00 at the Frank Horton Invitational and winning the individual championship at the South Panola XC Invitational. Barrett Gaylord ran his personal best of 17:56 at the Region-8 AAA championship race to clinch his first state championship appearance of his high school cross country career. Coach Emptage and Coach Stewart look forward to having Barrett back next fall to help lead a young team on their quest to qualify as a team for the state championship that will be held in Memphis next fall.

Boys Cross Country:

William McCollough

Barrett Gaylord

The Girls' and Boys' team, Coach Emptage and Coach Stewart were recognized and presented with a certificate.

---

January 26–February 1, 2025, is School Board Appreciation Week in Tennessee. We are joining public school districts from across the state to celebrate School Board Appreciation Week and honor local board members for their commitment to Bartlett City Schools and its children. The theme "Leading with Vision, Serving with Purpose" reminds us to celebrate the unique role school boards play in building a future for their students, championing and advocating for quality education, and governing their local public schools. As the elected representatives of the people, they represent their local communities' voice and vision for the future of their public schools. The Elementary and High School Principals provided each Board Member with cards and gift bags.

### **PUBLIC COMMENT**

*Semiller Douglas Jr.*

*8770 Brunswick Forest Drive, Bartlett 38133*

*RE: Denied Shared Residence*

## **APPROVAL OF AGENDA**

Mrs. Berry made the motion to approve the agenda. Mr. Ratliff seconded the motion. With all ayes, the agenda was approved.

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

### **November 21, 2024 Business Meeting Minutes**

### **December 12, 2024 Special Called Meeting Minutes**

Mr. Woodruff made the motion to approve the meeting minutes from November 21, 2024 and December 12, 2024. Ms. Jackson seconded the motion. With all ayes, the Meeting Minutes were approved.

## **REPORTS**

### **Chairman's Report**

Chairman Cook updated the Board:

I hope everyone enjoyed the recent snow day. Snow on a Friday and gone by Monday is the best kind. I will attend the OPEB Trust meeting on February 11<sup>th</sup> in Franklin.

### **Superintendent's Report**

Superintendent Dr. Stephens provided the following updates:

- As I am sure you are all aware, our community lost a legendary coach and educator with the passing of Phil Clark. I have known Phil for over 30 years and the impact he had on the lives of so many young people and the dedication to Bartlett City Schools will continue to make a difference in our community. Please keep Phil's family in your thoughts and prayers.
- The Aspiring Leaders cohort is in attendance tonight. This cohort consists of 20 teachers who aspire to move into leadership roles. Each school is represented in this group and we appreciate the time they have dedicated to this program.
- We recently held our January principal and assistant principal meetings. It was a great way to kick off the new semester.
- TDOE Commissioner Reynolds is scheduled to visit Oak Elementary on Monday, January 27<sup>th</sup> to look at our preschool classes.
- On January 28<sup>th</sup> I will be presenting at the Community Leaders Luncheon hosted by Harold Byrd at the Bank of Bartlett.
- Reminder that we are offering a tour of our new Mechatronics Lab and Anatomy Table at Bartlett High School tomorrow at 12:45 p.m. We would love to show our board members a first look at these great investments in our CTE programs at BHS.
- I will attend the TOSS Legislative and Learning Conference February 11 - 13<sup>th</sup> in Nashville.
- Reminder that you are invited to the February 6<sup>th</sup> Top Work Places banquet.

### **General Counsel's Report**

No report.

### **Tennessee Legislative Network (TLN) Representative Report**

TLN Representative Brad Ratliff reminded everyone that the Legislators in Tennessee will have a Special Session.

## **Financial Report**

The December Financial Report was accepted by the Board. It is a non-voting item.

## **UNFINISHED BOARD BUSINESS**

No Unfinished Board Business.

## **BOARD ACTION ITEMS**

### **New Board Business**

#### **2025-26 Bartlett City Schools Budget Development Calendar**

The 2025-26 Bartlett City Schools Budget Development Calendar passed with a motion by Mr. Bryan Woodruff and a second by Ms. Erin Berry.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

#### **Resolution 12-4 Budget Amendment**

Resolution 12-4 Budget Amendment passed with a motion by Mr. Bryan Woodruff and a second by Mr. Brad Ratliff.

Ms. Erin Berry: Aye, Mr. David Cook: Aye, Mrs. Shirley Jackson: Aye, Mr. Brad Ratliff: Aye, Mr. Bryan Woodruff: Aye

## **ADJOURNMENT**

The meeting adjourned at 6:30 p.m.

---

David M. Cook II, Chairman

---

Dr. David A. Stephens, Superintendent



**BARTLETT CITY BOARD OF EDUCATION  
MEETING SCHEDULE  
2025-2026**

**JULY 2025**

17 Work Session (*If Needed*)  
24 Business Meeting

**AUGUST 2025**

21 Work Session (*If Needed*)  
28 Business Meeting

**SEPTEMBER 2025**

18 Work Session (*If Needed*)  
25 Business Meeting

**OCTOBER 2025**

16 Work Session (*If Needed*)  
23 Business Meeting

**NOVEMBER 2025**

13 Work Session\* (*If Needed*)  
20 Business Meeting\*

**JANUARY 2026**

15 Work Session (*If Needed*)  
22 Business Meeting

**FEBRUARY 2026**

19 Work Session (*If Needed*)  
26 Business Meeting

**MARCH 2026**

19 Work Session (*If Needed*)  
26 Business Meeting

**APRIL 2026**

16 Work Session (*If Needed*)  
23 Business Meeting

**MAY 2026**

21 Work Session (*If Needed*)  
28 Business Meeting

**JUNE 2026**

18 Work Session (*If Needed*)  
25 Business Meeting

***UNLESS OTHERWISE NOTED, BUSINESS MEETINGS WILL BE HELD THE FOURTH THURSDAY OF THE MONTH AT 6:00 P.M. IN BARTLETT. WORK SESSIONS (IF NEEDED) WILL BE HELD ONE WEEK PRIOR TO THE BUSINESS MEETING AT 6:00 P.M. IN BARTLETT.***

*\*Moved to accommodate Thanksgiving Holiday*

***Proposed February 27, 2025***

<b>Bartlett City Board of Education</b>		<b>3012</b>
Descriptor Term: <b>NAMING OF SCHOOLS AND SCHOOL FACILITIES</b>	Descriptor Code: <b>Support Services</b>	Issue Date: <b>06/23/2014</b>
	Rescinds:	Revised: <b>11/16/2017</b>

1 All BCS buildings, facilities, and parts or areas thereof shall be named in accordance with the  
2 following policy. No BCS real property or any improvements shall be named unless done so in  
3 accordance with the following guidelines.

4 Naming of Schools

5 All school buildings shall be named prior to the school's opening for use. No school shall be  
6 named for a living person, and the designated name shall properly recognize the importance of  
7 the building to the District and the Bartlett community. A school name shall reflect any of the  
8 following qualities:

- 9 1. The community or geographic marker specifying the school's location;
- 10 2. A significant landmark identifying the school's location;
- 11 3. A person or entity who has made significant contributions to the nation, the state, Shelby  
12 County, the City of Bartlett, or Bartlett schools based upon any or all of the following  
13 criteria:
  - 14 a. Exceptional support of and service to public education or Bartlett students;
  - 15 b. Outstanding citizenship and character;
  - 16 c. Service to the community;
  - 17 d. Exemplary ethical standards;
  - 18 e. Financial donations to Bartlett public schools;
  - 19 f. Any other relevant information.
- 20 4. Any other relevant name consistent with this policy.

21 The naming of school buildings requires prior approval of the Bartlett City Board of Education,  
22 and the selection of a name shall occur as follows:

- 23 1. At least sixty (60) days prior to the naming of a school, the Board shall announce its intent  
24 to name a school facility at its regularly scheduled Business Meeting and on the District  
25 website. The Board may make additional announcements as necessary. The notice shall  
26 include a public invitation to suggest a school name and the method by which the District  
27 will receive public suggestions.
- 28 2. Following the sixty (60) day suggestion period, the Superintendent shall convene and  
29 consult a representative group of stakeholders in naming the school.
- 30 3. At the first regular Business Meeting following the suggestion period, the Superintendent  
31 shall present to the Board the list of public suggestions, the stakeholder recommendation,  
32 and the Superintendent's recommendation. The Superintendent may select any name he  
33 or she deems appropriate and consistent with this policy.
- 34 4. After receiving all recommendations, the Board shall approve a school name. In taking  
35 such vote, the Board may select any name it deems appropriate and consistent with this  
36 policy.

1 Naming of School Facilities or Parts or Areas Thereof

2 A school facility or part or area thereof means any structure, facility, or component of a BCS  
3 school. Such components include, but are not limited to, athletic facilities, athletic fields,  
4 playgrounds, walls, hallways, rooms, courtyards, lawns, gardens, interior streets, or any feature  
5 of a school's real property or its improvements. All names of school facilities or parts or areas  
6 thereof shall reflect the qualities for naming a BCS school.

7 School facilities or parts or areas of school facilities shall be named when deemed appropriate by  
8 the principal, the Community Outreach Coordinator, and the Superintendent. The principal shall  
9 propose a name to the Community Outreach Coordinator. If the school facility, part, or area for  
10 naming is located on grounds where a school is not located, the Director of Operations shall make  
11 such recommendation. In proposing a name, the principal or Director of Operations shall set forth  
12 the basis for his/her recommendation giving consideration to the qualities for naming a BCS  
13 school. If the suggested name is that of a place or a thing, the principal or Director of Operations  
14 shall acknowledge the significance of such name relative to the facility and any other relevant  
15 information for the Superintendent's consideration. The Community Outreach Coordinator will  
16 submit all requests to name school facilities or parts or areas thereof to the Superintendent. If the  
17 Superintendent approves the recommendation, then he or she shall present the name to the  
18 Board for decision or approval at the next regularly scheduled Business Meeting.

19 The Board may approve, deny, or amend any request to name a BCS school facility. As with  
20 naming a public school, the Board may select any name it deems appropriate and consistent with  
21 this policy.

22 Restrictions

23 The names of public schools, facilities, and parts and areas thereof must be consistent with the  
24 educational mission of Bartlett City Schools. Any name which is inconsistent with the District's  
25 mission or values is prohibited. The Board reserves the right in its sole discretion to change or  
26 eliminate at any time, in whole or in part, the name of any BCS school, facility, part, or area. The  
27 District retains all authority to govern the use of the school or facility being named and to make  
28 programmatic changes to such school or facility at any time.

29 Termination of Naming Rights

30 The District may change or revoke the naming of a facility at any time should it discover  
31 information about the current name that would render it ineligible under the naming requirements  
32 set forth in this policy. The Board shall remove the name of a school or facility when the name no  
33 longer accurately reflects the name of the original marker, person, or entity granted approval  
34 under this policy.