



**Morgan County Schools Regular Monthly Board Meeting
November 3, 2020 6:00 PM
Morgan County Schools - Central Office**

1. **Chairman - Call To Order**
2. **Approval of Agenda**
3. **Approval of minutes from last month**
4. **Consent Agenda**
 - A. Next regular Workshop/Board Meeting - December 1, 2020, 6pm, Central Office
5. **Construction of Pavilion/Outdoor Classroom at Central Middle School.**
6. **Cost of academic and athletic bus trips**
7. **Permission for Sunbright Boy's Basketball team to travel to Cookeville overnight December 18, 2020.**
8. **Bus/Vehicle Maintenance Contract between Morgan County Head Start and Morgan County Schools**
9. **Budget Amendments**
10. **School Board Policy**
11. **Adjourn**



**Morgan County Schools Regular Monthly Board Meeting
October 6, 2020 6:00 PM
Morgan County Schools - Central Office**

MEMBERS PRESENT: Attendance Taken at 6:27 PM. Tammy Howard: Present, Ben Jackson: Present, Michael Ledbetter: Present, Wade Summers: Present, Mickey Tucker: Present, Billy Ward: Present.

1. Chairman - Call To Order

2. Approval of Agenda

On a motion by Billy Ward and seconded by Michael Ledbetter the Board voted to approve the agenda. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea
Yea: 6, Nay: 0

3. Approval of minutes from last month

On a motion by Michael Ledbetter and seconded by Billy Ward the Board voted to approve the minutes from the September 1,2020 meeting. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea
Yea: 6, Nay: 0

4. Consent Agenda

On a motion by Michael Ledbetter and seconded by Billy Ward the Board voted to approve the consent agenda as presented.. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea
Yea: 6, Nay: 0

A. Next regular Workshop/Board Meeting - November 3, 2020 6 pm, Central Office

5. Delegate Assembly

On a motion by Wade Summers and seconded by Michael Ledbetter the Board voted to appoint Ben Jackson, Tammy Howard and Mickey Tucker to be Delegates for the TSBA Assembly. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea
Yea: 6, Nay: 0

6. IONOGEN

On a motion by Billy Ward and seconded by Michael Ledbetter the Board voted to approve the purchase of the Ionogen systems for the schools. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea
Yea: 6, Nay: 0

7. Memorandum of Understanding with Headstart to provide services for the Voluntary PreK Programs

On a motion by Michael Ledbetter and seconded by Billy Ward the Board voted to approve the MOU between the Board of Education and Head Start. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea
Yea: 6, Nay: 0



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Morgan County Schools - Central Office**

8. SkillsUSA Competition.

On a motion by Billy Ward and seconded by Michael Ledbetter the Board voted to approve MCCTC to attend the SkillsUSA. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea,
Billy Ward: Yea

Yea: 6, Nay: 0

9. Cafeteria Workers

On a motion by Billy Ward and seconded by Michael Ledbetter the Board voted to pay \$500 to Cafeteria workers that worked extra hours during the COVID 19 pandemic. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea,
Billy Ward: Yea

Yea: 6, Nay: 0

10. Budget Amendments

On a motion by Michael Ledbetter and seconded by Mickey Tucker the Board voted to approve Budget Amendments 19- 31. Motion carried.

Tammy Howard: Yea, Ben Jackson: Yea, Michael Ledbetter: Yea, Wade Summers: Yea, Mickey Tucker: Yea,
Billy Ward: Yea

Yea: 6, Nay: 0

11. Director's Announcements

12. Adjourn

**COMMUNITY ACTION SERVICE OF MORGAN COUNTY
HEAD START LEARNING EXPERIENCE
CHILD DEVELOPMENT PROGRAM**

Post Office Box 179, 105 Longview Dr., Wartburg, TN 37887
T.Q. Heidel Jr. Director

Phone: (423) 346-6633, Fax: (423) 346-5739

"Shaping Our Future, One Child at a Time"

Bus/Vehicle Maintenance Contract

This AGREEMENT between, CAS/Morgan County Head Start and Morgan County School Transportation Department.

Program year beginning November 1, 2020 and June 30, 2021.

- 1. Maintenance will be done at fifty dollars per hour.***
- 2. Parts will be sold to us wholesale with no mark up.***
- 3. Keith Duncan Director of Transportation for Morgan County School will be responsible for providing Peggy Morgan Transportation Coordinator with certification for mechanics. He will be providing a monthly calendar for service schedule on all vehicles. Safety inspections will be done on all vehicles monthly. He will also Make sure Peggy is receiving invoice on each vehicle serviced as service is completed, with cost, labor, and parts listed separately. He will send Morgan County Head Start a statement monthly for services rendered and we will pay once monthly.***
- 4. Maintenance work sheets will be signed by a certified mechanic. With a statement of work done parts and cost on each vehicle.***
- 5. We will purchase tires and have them delivered to school bus garage and pay for them to install.***
- 6. Keith will keep in contact with Peggy about her aware of any services needed, if service is more than Five hundred dollars he will get approval before work is done.***
- 7. Morgan County Head Start has twelve buses and five agency vehicles.***

MORGAN COUNTY BOARD OF EDUCATION
SPED GP
November 3, 2020
BUDGET AMENDMENT
#32

DEBIT

141-47143	EDUC OF THE HANDICAPPED ACT (IDEA)	<u>3,039.37</u>
	TOTAL	3,039.37

CREDIT

141-71200-163	EDUCATIONAL ASSISTANTS	<u>3,039.37</u>
	TOTAL	3,039.37

Explanation: To add high cost money to the GP budget

Superintendent

Date

Chairman of the Board

Date

MORGAN COUNTY BOARD OF EDUCATION
Family Resource General Purpose
August 31, 2015
BUDGET AMENDMENT
#1

DEBIT

141-73300-163	EDUCATIONAL ASSISTANTS	23,000.00
141-73300-201	SOCIAL SECURITY	1,500.00
141-73300-204	STATE RETIREMENT	1,500.00
141-73300-206	LIFE INSURANCE	50.00
141-73300-207	MEDICAL INSURANCE	2,500.00
141-73300-208	DENTAL INSURANCE	65.00
141-73300-212	EMPLOYER MEDICARE	500.00
141-73300-355	TRAVEL	6,000.00
141-73300-399	OTHER CONTRACTED SERVICES	1,000.00
141-73300-429	INSTRUCTIONAL SUPPLIES	5,435.00
141-73300-499	OTHER SUPPLIES AND MATERIALS	4,465.00
141-73300-599	OTHER CHARGES	3,985.00
	TOTAL	50,000.00

CREDIT

141-72130-189	OTHER SALARIES & WAGES	25,000.00
141-72130-201	SOCIAL SECURITY	1,500.00
141-72130-204	STATE RETIREMENT	1,500.00
141-72130-206	LIFE INSURANCE	50.00
141-72130-207	MEDICAL INSURANCE	1,000.00
141-72130-355	TRAVEL	7,000.00
141-72130-499	OTHER SUPPLIES AND MATERIALS	8,000.00
141-72130-599	OTHER CHARGES	5,950.00
	TOTAL	50,000.00

Explanation: State required budget to be moved FROM to Support Services/Other Student support

Superintendent

Date

Chairman of the Board

Date

MORGAN COUNTY BOARD OF EDUCATION
 COORDINATED SCHOOL HEALTH
 August 31, 2015
 BUDGET AMENDMENT
 #2

DEBIT

141-72120-189-CSH	OTHER SALARIES & WAGES	68,000.00
141-72120-161-CSH	SECRETARY(S)	25,700.00
141-72120-429-CSH	INSTRUCTIONAL SUPPLIES	300.00
	TOTAL	94,000.00

CREDIT

141-72120-105-CSH	SUPERVISOR/DIRECTOR	68,000.00
141-72120-162-CSH	CLERICAL PERSONNEL	25,000.00
141-72120-499-CSH	OTHER SUPPLIES AND MATERIALS	1,000.00
	TOTAL	94,000.00

Explanation: State Line item numbers were different.

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 GENERAL PURPOSE SPECIAL EDUCATION
 August 27, 2015
 BUDGET AMENDMENT
 #3

DEBIT

141-46990	OTHER STATE REVENUES		17,619.97
		TOTAL	17,619.97

CREDIT

141-71200-116	TEACHERS		10,900.00
141-71200-201	SOCIAL SECURITY		680.00
141-71200-212	EMPLOYER MEDICARE		160.00
141-71200-204	STATE RETIREMENT		985.00
141-71200-163	EDUCATIONAL ASSISTANTS		4,894.97
		TOTAL	17,619.97

Explanation: To Transfer Stellar Revenue

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 IDEA PART B
 September 2, 2015
 BUDGET AMENDMENT
 #4

DEBIT

142-47143-901	EDUC OF THE HANDICAPPED ACT (IDEA)	108,127.71
	TOTAL	108,127.71

CREDIT

142-71200-163-901	EDUCATIONAL ASSISTANTS	50,000.00
142-71200-201-901	SOCIAL SECURITY	3,100.00
142-71200-204-901	STATE RETIREMENT	3,850.00
142-71200-212-901	EMPLOYER MEDICARE	725.00
142-71200-399-901	OTHER CONTRACTED SERVICES	25,000.00
142-72220-399-901	OTHER CONTRACTED SERVICES	25,452.71
	TOTAL	108,127.71

Explanation: To Rollover Federal Funds

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 IDEA PRE-SCHOOL
 September 2, 2015
 BUDGET AMENDMENT
 #5

DEBIT

142-47145-911	SPECIAL EDUC PRESCHOOL GRANTS (IDEA	12,722.49
142-72220-399-911	OTHER CONTRACTED SERVICES	6,463.51
	TOTAL	19,186.00

CREDIT

142-71200-163-911	EDUCATIONAL ASSISTANTS	8,344.00
142-71200-201-911	SOCIAL SECURITY	530.00
142-71200-212-911	EMPLOYER MEDICARE	125.00
142-72220-189-911	OTHER SALARIES & WAGES	8,600.00
142-72220-201-911	SOCIAL SECURITY	534.00
142-72220-204-911	STATE RETIREMENT	778.00
142-72220-210-911	UNEMPLOYMENT COMPENSATION	150.00
142-72220-212-911	EMPLOYER MEDICARE	125.00
	TOTAL	19,186.00

Explanation: To Rollover Federal Funds

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 GENERAL PURPOSE
 September 29, 2015
 BUDGET AMENDMENT
 #6

DEBIT

141-72620-499	OTHER SUPPLIES AND MATERIALS	7,000.00
141-72620-717	MAINTENANCE EQUIPMENT	2,342.00
	TOTAL	9,342.00

CREDIT

141-72620-105	SUPERVISOR/DIRECTOR	8,000.00
141-72620-201	SOCIAL SECURITY	500.00
141-72620-204	STATE RETIREMENT	722.00
141-72620-212	EMPLOYER MEDICARE	120.00
	TOTAL	9,342.00

Explanation: To cover the cost of a raise for the Supervisor of Maintenance.

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 GENERAL PURPOSE
 September 29, 2015
 BUDGET AMENDMENT
 #7

DEBIT

141-72710-425	GASOLINE		9,342.00
		TOTAL	9,342.00

CREDIT

141-72710-105	SUPERVISOR/DIRECTOR		8,000.00
141-72710-201	SOCIAL SECURITY		500.00
141-72710-204	STATE RETIREMENT		722.00
141-72710-212	EMPLOYER MEDICARE		120.00
		TOTAL	9,342.00

Explanation: To over the cost of a raise for the Supervisor of Transportation.

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION

Federal TAP Grant

September 29, 2015

BUDGET AMENDMENT

#8

DEBIT

142-47990-962	OTHER DIRECT FEDERAL REVENUE	316,570.00
	TOTAL	<u>316,570.00</u>

CREDIT

142-71100-116-962	TEACHERS	140,500.00
142-71100-188-962	BONUS PAYMENTS	68,250.00
142-71100-195-962	CERTIFIED SUBSTITUTE TEACHERS	1,125.00
142-71100-198-962	NON-CERTIFIED SUBSTITUTE TEACHERS	1,125.00
142-71100-201-962	SOCIAL SECURITY	13,082.00
142-71100-204-962	STATE RETIREMENT	19,075.00
142-71100-206-962	LIFE INSURANCE	70.00
142-71100-207-962	MEDICAL INSURANCE	21,564.00
142-71100-208-962	DENTAL INSURANCE	468.00
142-71100-210-962	UNEMPLOYMENT COMPENSATION	900.00
142-71100-212-962	EMPLOYER MEDICARE	2,499.00
142-72210-355-962	TRAVEL	21,960.00
142-72210-399-962	OTHER CONTRACTED SERVICES	9,750.00
142-72210-599-962	OTHER CHARGES	8,000.00
142-72410-188-962	BONUS PAYMENTS	7,000.00
142-72410-201-962	SOCIAL SECURITY	435.00
142-72410-204-962	STATE RETIREMENT	665.00
142-72410-212-962	EMPLOYER MEDICARE	102.00
	TOTAL	<u>316,570.00</u>

Explanation: Federal TAP Grant for 2015-16 year.

Superintendent

Date

Chairman of the Board

Date

MORGAN COUNTY BOARD OF EDUCATION
 TITLE I FEDERAL FUNDS
 September 29, 2015
 BUDGET AMENDMENT
 #9

DEBIT

142-47141-101	ESEA TITLE I	83,431.67
142-72210-189-101-0650	OTHER SALARIES & WAGES	32,523.00
142-72210-201-101-0650	SOCIAL SECURITY	2,015.54
142-72210-206-101-0650	LIFE INSURANCE	25.00
142-72210-207-101-0650	MEDICAL INSURANCE	9,391.45
142-72210-212-101-0650	EMPLOYER MEDICARE	817.00
	TOTAL	128,203.66

CREDIT

142-71100-116-101-0650	TEACHERS	8,200.00
142-71100-201-101-0650	SOCIAL SECURITY	610.00
142-71100-204-101-0650	STATE RETIREMENT	842.00
142-71100-212-101-0650	EMPLOYER MEDICARE	221.00
142-71100-399-101-0650	OTHER CONTRACTED SERVICES	30,000.00
142-71100-722-101-0650	REGULAR INSTRUCTION EQUIPMENT	70,182.66
142-72210-399-101-0650	OTHER CONTRACTED SERVICES	17,400.00
142-72210-208-101-0650	DENTAL INSURANCE	748.00
	TOTAL	128,203.66

Explanation: To show new revenue and allocate funds for expenditure.

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 TITLE II FEDERAL FUNDS
 September 29, 2015
 BUDGET AMENDMENT
 #10

DEBIT

142-47189-201	TITLE II	38,375.16
142-72210-189-201	OTHER SALARIES & WAGES	10,841.00
142-72210-201-201	SOCIAL SECURITY	263.00
142-72210-207-201	MEDICAL INSURANCE	3,125.00
142-72210-208-201	DENTAL INSURANCE	62.00
142-72210-524-201	IN SERVICE/STAFF DEVELOPMENT	15,718.72
	TOTAL	68,384.88

CREDIT

142-72210-195-201	CERTIFIED SUBSTITUTE TEACHERS	1,000.00
142-72210-198-201	NON-CERTIFIED SUBSTITUTE TEACHERS	1,000.00
142-72210-204-201	STATE RETIREMENT	1,173.00
142-72210-206-201	LIFE INSURANCE	9.00
142-72210-212-201	EMPLOYER MEDICARE	15.00
142-72210-355-201	TRAVEL	50,187.88
142-72210-399-201	OTHER CONTRACTED SERVICES	15,000.00
	TOTAL	68,384.88

Explanation: To show new revenue and allocate funds for expenditure.

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 SAVE THE CHILDREN PROGRAM
 September 23, 2015
 BUDGET AMENDMENT
 #11

DEBIT

141-44990-SCJH	OTHER LOCAL REVENUES		3,120.00
		TOTAL	3,120.00

CREDIT

141-73400-116-SCJH	TEACHERS		2,643.00
141-73400-201-SCJH	SOCIAL SECURITY		200.00
141-73400-204-SCJH	STATE RETIREMENT		232.00
141-73400-212-SCJH	EMPLOYER MEDICARE		45.00
		TOTAL	3,120.00

Explanation: Save the Children has started a new after school counseling program (Journey of Hope).

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 CONSOLIDATED ADMINISTRATION FEDERAL FUNDS
 September 29, 2015
 BUDGET AMENDMENT
 #142

DEBIT

142-47141-011	ESEA TITLE I		6,820.00
		TOTAL	6,820.00

CREDIT

142-72210-105-011-0650	SUPERVISOR/DIRECTOR		3,145.00
142-72210-201-011-0650	SOCIAL SECURITY		200.00
142-72210-204-011-0650	STATE RETIREMENT		275.00
142-72210-212-011-0650	EMPLOYER MEDICARE		50.00
142-72210-307-011-0650	COMMUNICATION		150.00
142-72210-790-011-0650	OTHER EQUIPMENT		3,000.00
		TOTAL	6,820.00

Explanation: To show new revenue and allocate funds for expenditure.

 Superintendent

 Date

 Chairman of the Board

 Date

MORGAN COUNTY BOARD OF EDUCATION
 TITLE VI FEDERAL FUNDS
 September 29, 2015
 BUDGET AMENDMENT
 #13

DEBIT

142-47148-601	RURAL EDUCATION		5,751.67
		TOTAL	5,751.67

CREDIT

142-71100-722-601	REGULAR INSTRUCTION EQUIPMENT		5,751.67
		TOTAL	5,751.67

Explanation: To show new revenue and allocated funds for expenditure.

 Superintendent

 Date

 Chairman of the Board

 Date

Morgan County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: School Board Meetings	Descriptor Code: 1.400	Issued Date: 11/06/12
		Rescinds: 1.400	Issued: 06/06/94

1 The Board will transact all business at official meetings that may be either regular or special.
2 Every meeting of the Board, except with the attorney to discuss pending or threatened litigation, will be
3 open to the public.¹ Open meetings will be physically accessible to all students, employees, and
4 interested citizens.³

5 No one shall bring a camera, camcorder or other photographic equipment to Board meetings without the
6 consent of the Board.⁴

7 **REGULAR MEETINGS**

8 Regular meetings of the Board shall be held on the first ~~Monday~~ **Tuesday** of the month at 6:30 **6:00 p.m.**

9 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled by
10 the chair.

11 **SPECIAL MEETINGS**

12 The Board shall hold such special meetings as necessary to transact the business of the Board. Such
13 meetings shall be called by the chair whenever, in the chair's judgment, the interests of the schools
14 require it or when requested to do so by a majority of the Board.²

15 Only business related to the call of the meeting, and details related to agenda items shall be discussed or
16 transacted by the Board at a special meeting.

17 **ELECTRONIC ATTENDANCE⁵**

18 Absent board members may attend a regular or special meeting by electronic means if the member is
19 absent because of work, a family emergency, or the member's military service. If a board member is
20 absent due to military service, he/she may participate electronically as often as he/she is able to do so.
21 However, a board member may not participate electronically more than two (2) times per year for
22 absences due to work and/or family emergencies.

23 *General Requirements*

24 The following requirements apply to all electronic attendance, regardless of the reason for the member's
25 absence:

- 26 1. A quorum of the Board must be physically present at the meeting in order for any member to
27 attend electronically.

1 2. Any member wishing to participate electronically must do so using technology that allows the
2 chair to visually identify the member.

3 3. The responsibility for the connection lies with the member wishing to participate electronically.
4 No more than three (3) attempts to connect shall be made unless the Board chooses to make
5 additional attempts.

6 *Work-Related Absence*

7 The following requirements apply to electronic attendance due to a work-related absence:

8 1. The Board member must be absent from the county due to work.

9 2. The member wishing to participate must give the chair and Director of Schools at least five (5)
10 days notice prior to the meeting of the member's desire to participate electronically.

11 *Family Emergency*

12 The following requirement applies to electronic attendance due to a family emergency:

13 1. The member must be absent due to the hospitalization of the member or the death or
14 hospitalization of the member's spouse, father, mother, son, daughter, brother, sister, son-in-law,
15 daughter-in-law, stepson, stepdaughter, father-in-law, mother-in-law, brother-in-law, or sister-
16 in-law.

Legal References

1. Tenn. Code Ann. § 8-44-102
2. Tenn. Code Ann. § 49-2-202(c)(1)
3. 28 CFR § 36.201(a); 36.202
4. OP Tenn. Atty. Gen. 95-101 (Oct. 2, 1995)
5. Tenn. Code Ann. § 49-2-203(c)

Cross References

School Board Legal Status and Authority 1.100
Section 504 and ADA Grievance Procedures 1.802

Morgan County Board of Education

Monitoring: Review: Annually, in November	PUBLIC PRAYER OR NON-THEISTIC EXPRESSIONS AT MUNICIPAL MEETINGS, EVENTS, AND OTHER GATHERINGS	Descriptor Code: 4.806	Issued Date: 11/03/20
		Rescinds:	Issued:

2 **Purpose**

3 This policy sets out guidelines for providing a limited open forum for public prayer or non-theistic
4 expressions at municipal-related meetings, events, and gatherings.¹ It balances two important
5 interests.

6 First, many in our civic community, including citizens, elected officials, municipal employees, and
7 other participants at municipal events, believe it is beneficial to publicly solemnize gatherings of
8 municipal entities and the larger community, as well as to remind those involved of the need for civility
9 and goodwill. Likewise, developing and nurturing a sense of mutual respect can contribute positively
10 to the exercise of civic responsibilities in our community. We agree that these are suitable purposes,
11 consistent with the traditions of our community. Such public solemnization, reminder, and community
12 building may be done by a welcoming statement, followed by moment of silence, a citizen- or
13 municipal official-led invocation, an inspirational exhortation, or some other means.

14 Second, it is important that our municipality does not sponsor or endorse any particular religion or
15 show favoritism to any religious belief or non-belief. We are conversant with the Supreme Court's
16 decisions in this regard, including *Town of Greece*, 572 U.S. 565 (2014), as well as other applicable
17 court decisions, and have prepared this policy with the intent to act consistently with those court
18 decisions. We do not read those decisions as requiring our community to forbid religious expression
19 or to prohibit all prayer at municipal-related events or gatherings, but as requiring that they be
20 conducted with appropriate safeguards, which this policy puts in place. We do not accept the notion
21 that permitting an opportunity for voluntary public prayer or other speech at municipal events always
22 amounts to an unconstitutional endorsement of whatever the speaker says or that members of our
23 community cannot distinguish between voluntary speech and municipally endorsed messages.

24 **Limited Public Forum for Prayer and Non-theistic Expression**

¹ Such events and gatherings include, but are not limited to: city council meetings or committee meetings of the council; honor or award ceremonies; retirement recognitions; and patriotic commemorations related to veterans or national holidays and other dates of historical significance.

1 Municipal organizations are permitted to provide an opportunity at the beginning of a meeting or other
2 municipal-related gathering for an invocation or other expression appropriate to the event or gathering
3 to be given using the public-address loud speaker system otherwise provided at the event, provided
4 the following guidelines are satisfied.

- 5 1. A municipal organization may, but is not required to, restrict those allowed to lead in a prayer or
6 other expression to local citizens. However, it must give all members of whatever group is
7 selected equal opportunity to participate. Selecting the individuals by vote is not permissible, as
8 this may restrict the selection to the majority of the group. The approved method of selection is a
9 blind drawing of all individuals who have volunteered for a particular meeting or event. Any other
10 method of selection must be approved in advance by the municipality's legal office.
- 11 2. A municipal organization may publicize the opportunity for an individual to provide a prayer or non-
12 theistic expression at a meeting or event, but must select such individual on content-neutral
13 grounds and must not require participation by anyone.
- 14 3. A municipal organization may limit the timing and place of the prayer or non-theistic expression
15 and should monitor the public proceeding to assure that its guidelines are not being violated. For
16 example, the meeting or event organizers may turn off the public-address system if a speaker
17 exceeds the time limit.
- 18 4. Speakers of prayers or non-theistic expressions are to be informed of the purposes as stated in
19 the "Purpose" section of this policy, provided a time limit not to exceed **one minute**. The
20 municipal organization will not provide a text to be used by any speaker.
- 21 5. At the beginning of a prayer or other expression, the following statement will be read by a
22 municipal representative: "**Morgan County Board of Education** is pleased to have **name** and
23 **position** lead us in a short invocation [or other expression] today. S/he is doing so as a volunteer
24 and is not sponsored by the municipality. We request your civility, but do not require your
25 participation."

26 **Reporting Violations,**

- 27 6. Potential violations of this policy may be reported to the municipality's legal office.
- 28 7. The municipality's legal office will review every report of a potential violation to determine (a)
29 whether there has been a violation, (b) whether remedial action is appropriate, and (c) whether
30 additional training or instruction is appropriate to minimize the potential for future violations of this
31 policy.

32 **In-person Training**

1 8. Within 30 days of the adoption of this policy, the municipality’s legal office will be responsible for
2 providing in-person training on this policy to all municipal elected officials and managerial level
3 employees.

4 **Proactive Amendment of this Policy**

5 9. The municipality’s legal office will keep apprised of any legal developments in this area and
6 propose appropriate revisions to this policy to be consistent with controlling law.

7 10. Any amendment of this policy will be transmitted promptly to all municipal elected officials and
8 managerial-level employees. Consideration will be given to whether in-person training would be
9 desirable to discuss any such amendment.

Legal References

1. *Lee v. Weisman*, 505 U.S. 112 S. Ct.2649, 120 L. Ed.2d 467 (1992)
2. Tenn. Code Ann. § 49-6-1004; 49-6-2901, et seq., USCA 20 § 790

Cross References

Student Equal Access 4.802