



**Morgan County Schools Regular Monthly Board Meeting
April 11, 2023 5:30 PM
Morgan County Schools - Central Office**

1. **Chairman - Call To Order**
2. **Add to the Agenda**
3. **Approval of Agenda**
4. **Approval of Minutes from March 7, 2023**
5. **Consent Agenda**
 - A. Next regular Workshop/Board Meeting - May 2, 2023, 6pm
6. **Request to Bid Gym Floor at Oakdale School**
7. **Central Elementary Request Permission to Hire CMW Contracting for Concrete Work**
8. **Budget Amendments**
9. **School Board Policy - First Reading**
10. **School Board Polices - Second Reading**
11. **Adjourn**



**Morgan County Schools Regular Monthly Board Meeting
March 7, 2023 6:00 PM
Morgan County Schools - Central Office**

MEMBERS PRESENT: Attendance Taken at 5:52 PM. Jonathan Dagley: Present, Tammy Howard: Present, Ben Jackson: Present, Wade Summers: Present, Mickey Tucker: Present, Billy Ward: Present.

1. Chairman - Call To Order

2. Add to the Agenda

3. Approval of minutes from February 7, 2023, meeting

On a motion by Mickey Tucker and seconded by Tammy Howard the Board voted to approve the minutes from the February 7, 2023 meeting as presented. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

4. Consent Agenda

On a motion by Billy Ward and seconded by Jonathan Dagley the Board voted to approve the consent agenda but changing the meeting time to 5:30. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

A. Next regular Workshop/Board Meeting - April 11, 2023, 6pm

5. Math Textbook Adoption

On a motion by Billy Ward and seconded by Jonathan Dagley the Board voted to approve the adoption of math textbooks, IReady for grades K - 8 and Big Ideas and Pearson for grades 9-12. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

6. Retirement Incentives

On a motion by Tammy Howard and seconded by Jonathan Dagley the Board voted to increase the sick day incentives for retirees to \$125 for each sick day up to 100 days and add \$35 per day for 101-200 days. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

7. Morgan County Career and Tech Center request permission for an overnight field trip to Gatlinburg for the FFA State Convention. March 19 -23, 2023



**Morgan County Schools Regular Monthly Board Meeting
March 7, 2023 6:00 PM
Morgan County Schools - Central Office**

On a motion by Jonathan Dagley and seconded by Billy Ward the Board voted to granted Morgan County Career and Tech Center permission for an overnight field trip to Gatlinburg for the FFA State Convention. March 19 -23, 2023. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

8. Morgan County Career and Tech Center request permission for overnight trip to Chattanooga, TN for the SkillsUSA State Conference April 16th - 19, 2023

On a motion by Tammy Howard and seconded by Jonathan Dagley the Board voted to grant Morgan County Career and Tech Center permission for overnight trip to Chattanooga, TN for the SkillsUSA State Conference April 16th - 19, 2023. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

9. Oakdale School request permission to attend FFA State Convention in Gatlinburg, TN March 19 - 22, 2023

On a motion by Billy Ward and seconded by Tammy Howard the Board voted to granted permission to Oakdale School to attend FFA State Convention in Gatlinburg, TN March 19 - 22, 2023. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

10. Petros Joyner School request permission for overnight trip to Gatlinburg, Tn March 31-April 1, 2023 for TCAP incentive trip.

On a motion by Mickey Tucker and seconded by Tammy Howard the Board voted to granted permission for Petros Joyner School's request for overnight trip to Gatlinburg, Tn. March 31-April 1, 2023 for TCAP incentive trip. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

11. Budget Meetings

On a motion by Jonathan Dagley and seconded by Tammy Howard the Board voted to set budget meeting Wednesday, March 15, 2023 at 5:30. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

12. Permission to Purchase 2 SUV's



Morgan County Schools Regular Monthly Board Meeting

March 7, 2023 6:00 PM

Morgan County Schools - Central Office

On a motion by Billy Ward and seconded by Jonathan Dagley the Board voted to approve the purchase of 2 (two) SUV's. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

13. Permission to Accept Bid's for Buses

On a motion by Mickey Tucker and seconded by Billy Ward the Board voted to start the bid process to purchase buses for the 2023-24 school year. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

14. School Board Policy - Second Reading

On a motion by Tammy Howard and seconded by Jonathan Dagley the Board voted to approve changes to policy # 4.600 Grading System on the second reading. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

15. Budget Amendments

On a motion by Billy Ward and seconded by Tammy Howard the Board voted to approve budget amendments 45 - 51. Motion carried.

Jonathan Dagley: Yea, Tammy Howard: Yea, Ben Jackson: Yea, Wade Summers: Yea, Mickey Tucker: Yea, Billy Ward: Yea

Yea: 6, Nay: 0

16. Adjourn

JOB DATE

JOB #

P.O. #

ZANDY KNOX
Wartburg Central Elementary
1315 Knoxville Hwy
WARTBURG, 37887

Length _____
Width _____
Total SF 508

LINEAR FEET FORMS

Included

REBAR

12 Sticks #4

160 00

VAPOR BARRIER

CONCRETE YARDAGE

7 YARDS Flat work / .5 YARD - play +10%

8.5 \$1,998

2" LINE PUMP

Concrete Bugay, mini x, DUMP TRAILER

550 00

SKIDSTEER

Skid w/ Auger - move Rock w/ Forks

300 00

CRUSHED STONE

4 ton - w/ haul Bill

225⁰⁰

REMESH

L.F. CONTROL JOINTS

Included - every 10 feet

FINISH TYPE

BROOM SLICK

Equipment & Materials

3233 00

Labor

2500 00

5733 ⁰⁰

Overhead

500 00

6233 ⁰⁰

Price Includes:

Total

- 1) Auger 12" Diameter 48" Deep hole for Sonitube
Install Rebar & pour for kids ride in play AREA
 - 2) Excavate & Remove soil for 28' x 4' 9" sidewalk.
Compact 2" Stone form & install #4 Rebar
around perimeter. Place & finish w/ Tool Joints
& broom finish
 - 3) Remove stone in 2 AREAS in front, Excavate
& Remove excess soils from these AREAS, compact
to grade, install Rebar, place & finish concrete.
 - 4) Move Large Stone & Relocate on property
- * All concrete to be 4000 PSI w/ Fiber Reinforcement.
Includes All Labor & Materials & Clean up.

PRICE GOOD FOR 90 DAYS

JOB QUOTE



MOBILIZATION

OTHER

TOTAL

6233 00

BID DATE 4-4-23

JOB

LOW BIDDER

ADDRESS

MORGAN COUNTY BOARD OF EDUCATION
General Purpose
April 11, 2023
BUDGET AMENDMENT
#52

DEBIT

141-72250-790	OTHER EQUIPMENT	30,000.00
141-72620-399	OTHER CONTRACTED SERVICES	<u>125,821.00</u>
	TOTAL	155,821.00

CREDIT

141-72710-729	TRANSPORTATION EQUIPMENT	<u>155,821.00</u>
	TOTAL	155,821.00

Explanation: to cover the sepense of purchasing Eplorer and Expeditiion

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	<u>50,000.00</u>

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	<u>50,000.00</u>

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 July	Descriptor Term: Code of Ethics	Descriptor Code: 1.106	Issued Date: 05/02/23
		Rescinds: 1.106	Issued: 11/06/08

1 *General*¹

2 Board members and school district employees may not accept, directly or indirectly, any gift, money,
3 gratuity, consideration, or favor that a reasonable person would understand was intended to influence
4 the vote, official action, or judgment of the board member or employee in executing decisions
5 affecting the school district. It is also prohibited for a board member's or an employee's spouse or
6 child living in the same household to accept such items.

7 It shall not be considered a violation of this policy for a board member or employee to receive
8 entertainment, food, refreshments, meals, health screenings, amenities, food, or beverages that are
9 provided in connection with a conference sponsored by an established or recognized statewide
10 association of school board officials or by an umbrella or affiliate organization of such statewide
11 association of school board officials.

12 **ETHICS COMPLAINTS**

13 The Board may create a School District Ethics Committee (Ethics Committee), consisting of three (3)
14 members who will be appointed to one-year terms by the Board Chair with confirmation by the Board.
15 At least two (2) members of the committee shall be members of the Board. The Ethics Committee shall
16 convene as soon as practicable after its appointment and elect a Chair and a Secretary. The records of
17 the Ethics Committee shall be maintained by the Secretary and shall be filed in the Director of
18 Schools' office, where they shall be open to public inspection.

19 Questions and complaints regarding violations of this Code of Ethics shall be directed to the Chair of
20 the Ethics Committee. Complaints shall be in writing, signed by the person making the complaint, and
21 include details as to the facts surrounding the complaint.

22 The Ethics Committee may investigate an ethical complaint received against a board member or
23 employee and make recommendations to cease any activity that, in the Ethics Committee's judgment,
24 constitutes a violation of this Code of Ethics. If a member of the Ethics Committee is the subject of a
25 complaint, the member shall recuse himself/herself from all proceedings involving the complaint.

26 The Ethics Committee may:

- 27 1. Refer the matter to the board attorney;
- 28
- 29 2. In the case of a board member, refer the matter to the Board of Education for possible public
30 censure, if warranted;
- 31

- 1 3. In the case of an employee, refer the matter to the Director of Schools/designee for possible
- 2 disciplinary action, if warranted; or
- 3
- 4 4. In a case involving possible violation of state statutes, refer the matter to the district attorney
- 5 for possible ouster or criminal prosecution.

Legal References

1. TCA 8-17-103

Cross References

- Board Member Conflict of Interest 1.107
Duties of Board Members 1.202

Morgan County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Board Member Conflict of Interest	Descriptor Code: 1.107	Issued Date: 05/02/23
		Rescinds: 1.107	Issued: 04/02/19

1 *General*

2 State law provides specific instances when direct or indirect conflicts of interest may affect a board
3 member's ability to vote on certain matters.

4 Direct conflicts of interest may arise if the school district contracts with a board member or with a
5 business in which the board member is a sole proprietor, partner, or person having a controlling
6 interest.¹

7 Indirect conflicts of interest may arise if a board member votes on a matter involving a situation that a
8 reasonable person would infer affects his/her personal finances indirectly. If a board member has a
9 direct interest but is the sole supplier of goods or services in the city or county, he/she would be
10 considered indirectly interested in such a matter.²

11 **DIRECT CONFLICT OF INTEREST¹**

12 A board member shall not be directly interested in any contract in which the Board may be interested.

13 If there is a pre-existing contract that predates the board member's election to the Board, the board
14 member shall refrain from voting or discussing any matter related to that contract since he/she has a
15 direct interest. Upon expiration, the contract shall not be renewed by the Board.³

16 This shall not prohibit any board member from voting on the school budget or any budget amendments
17 unless the vote is on a specific budget amendment in which the board member is directly interested.⁴

18 **INDIRECT CONFLICT OF INTEREST²**

19 A board member shall not be indirectly interested in any contract where the Board may be interested
20 unless the board member publicly acknowledges such interest. The disclosure of this interest shall be
21 made at the board meeting in which the Board is taking action on the contract. A board member with
22 an indirect interest is not required to refrain from voting on the contract.

23 **PENALTY FOR UNLAWFUL INTEREST⁵**

24 If a board member is found to have an indirect interest and fails to disclose such interest, or becomes
25 directly interested in any contract, he/she shall forfeit all compensation. He/she shall also be dismissed
26 from the Board and be ineligible to serve in the same or similar position for ten (10) years.

Legal References

1. TCA 12-4-101(a); Op. Tenn. Att’y Gen. No. 10-46
2. TCA 12-4-101(b)
3. Op. Tenn. Att’y Gen. No. 99-209
4. TCA 12-4-101(a)(1)
5. TCA 12-4-102

Cross References

- Code of Ethics 1.106
Duties of Board Members 1.202

CONFLICT OF INTEREST DISCLOSURE STATEMENT

Instructions: Board members are required to disclose conflicts of interest in matters that affect, or would lead a reasonable person to infer that it would affect, the exercise of discretion of a board member.

1. Date of disclosure: _____

2. Name: _____

3. Description of conflict of interest (describe below in detail):

Signature of Board Member

Signature of Witness

Morgan County Board of Education			
Monitoring: Review: Annually, in April	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date: 04/11/23
		Rescinds: 5.200	Issued: 03/07/17

1 **SUSPENSION PENDING AN INVESTIGATION¹**

2 The director of schools/designee may suspend a teacher at any time that may seem necessary,
3 pending investigation or final deposition of a case before the board or an appeal. If the matter
4 under investigation is not the subject of an ongoing criminal investigation or a department of
5 children’s services investigation, and if no charges for dismissal have been made, a suspension
6 pending investigation shall not exceed ninety (90) days in duration. Under no circumstances
7 shall the director of schools suspend a teacher with pay. If vindicated or reinstated, the teacher
8 shall be paid full salary for the period of suspension.

9 **SUSPENSION OF THREE DAYS OR LESS^{2,3,4}**

10 A director of schools/designee may suspend a teacher for incompetence, inefficiency, neglect of
11 duty, unprofessional conduct and insubordination. Before an employee is suspended he/she shall
12 be: (1) provided with written notice, including the reasons for the suspension along with an
13 explanation of the evidence; (2) given an opportunity to respond to the director at a conference,
14 if requested within five (5) days; and (3) given a written decision of the suspension within ten
15 (10) days. Both parties may be represented by counsel at the conference, which shall be
16 recorded.

17 Under no circumstances shall a director of schools suspend a tenured teacher with pay. If
18 reinstated, the tenured teacher shall be paid full salary for the period of suspension, unless
19 suspension without pay is deemed to be an appropriate penalty.

20 **DISMISSAL OR SUSPENSIONS GREATER THAN THREE DAYS⁵**

21 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as
22 impartial hearing officers, as defined under Tennessee law.

23 When charges are made against a tenured teacher, charging the teacher with offenses which may
24 justify dismissal or a suspension greater than three days, the charges shall be made in writing,
25 specifically stating the offenses which are charged and shall be signed by the party or parties
26 making the charges.

27 If, in the opinion of the Board, the charges are of such a nature as to warrant the release of a
28 suspension greater than three days of the teacher, the director of schools shall give the teacher a
29 written notice of this decision, a copy of the charges against the teacher, and a copy of a form
30 provided by the Commissioner of Education advising the teacher of his/her legal duties, rights
31 and recourse.

1 A tenured teacher who has been given notice of charges against him/her may within thirty (30)
2 days after receipt of notice give written notice to the director of schools of his/her request for a
3 hearing.

4 The director of schools shall, within five (5) days after receipt of request, assign a hearing officer
5 from the list maintained by the Board.

6 The hearing officer shall notify the parties, or the attorney, of the officer's assignment and direct
7 the parties or the attorneys for the parties, or both, to appear before the hearing officer for
8 simplification of issues and the scheduling of the hearing. In the discretion of the hearing
9 officer, all or part of any prehearing conference may be conducted by telephone if each
10 participant has an opportunity to participate, be heard, and to address proof and evidentiary
11 concerns. The hearing officer is empowered to issue appropriate orders and to regulate the
12 conduct of the proceedings.

13 Either party may appeal to the Board of Education an adverse ruling by giving written notice of
14 appeal within ten (10) working days of the hearing officer's delivery of the hearing officer's
15 written findings and conclusions. The director of schools shall prepare a copy of the
16 proceedings, including all transcripts and evidence, documentary or otherwise, and transmit the
17 same to the Board within twenty (20) days of the receipt of the notice of appeal.

18 The Board shall hear the appeal on the record, and no new evidence may be submitted by either
19 party. The appealing party may appear before the Board to argue why the adverse ruling should
20 be overturned. In no event should such argument last more than fifteen (15) minutes, unless the
21 Board should vote to extend additional time. At the conclusion of the hearing, any member of the
22 Board may vote to sustain the decision of the Hearing officer, send the record back for additional
23 evidence, revise the penalty or reverse the decision. The Board shall render its decision within
24 ten (10) working days after the conclusion of the hearing. In the event that the decision of the
25 Board is appealed to the Chancery court, the Board shall transmit the entire record prepared by
26 the director and reviewed by the Board to the Chancery court for its review.

27 **RESIGNATION**

28 A teacher shall give the director of schools notice of resignation at least thirty (30) days before
29 the effective date of the resignation. A teacher, who fails to give such notice, in the absence of
30 justifiable extenuating circumstances, shall forfeit all tenure status. The Board may waive the
31 thirty (30) days notice requirement and permit a teacher to resign in good standing.

32 The condition under which it is permissible to break a contract with the Board are as follows:

- 33 1. The incapacity on the part of the teacher to perform the contract as evidenced
34 by the certified statement of a physician approved by the Board; and
- 35 2. The release by the Board of the teacher from the contract which the teacher has
36 entered into with the Board.⁶

37 Any teacher on leave shall notify the director of schools in writing at least thirty (30) days prior
38 to the date of return if the teacher does not intend to return to the position from which he/she has
39 taken leave. Failure to render such notice may be considered a breach of contract.⁷

1 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a
2 complaint with the Commissioner and request the suspension of a teacher's certificate. After the
3 Commissioner has provided the teacher an opportunity for defense during a hearing, the
4 Commissioner may suspend the certificate for no less than thirty (30) and no more than three
5 hundred sixty-five (365) days.⁸

6 RETIREMENT

7 Retirement shall mean termination of services under conditions which will allow the employee to
8 draw benefits from retirement plans and/or social security benefits.

9 Employees eligible for retirement benefits may elect to retire at any age according to the
10 provisions of the retirement system.

11 Central office personnel shall assist employees in securing retirement benefits; however, it shall
12 be the responsibility of the retiring employee to provide verification of eligibility in writing from
13 TCRS to the central office. It shall be the responsibility of the retiring employee to file from
14 benefits.

15 Employees who retire under TCRS may be employed up to one hundred twenty (120) days per
16 year without loss of retirement benefits. Retired teachers may substitute teach for an additional
17 ninety (90) days if the director of schools certifies in writing to the Board that no other qualified
18 personnel are available to substitute teach.⁹

19 The director of schools may employ teachers retired for a least one year for full-time
20 employment as a kindergarten through twelfth grade teacher on a year-to-year basis. Retirement
21 benefits will not be lost or suspended under certain conditions, which include but are not limited
22 to the following:¹⁰

- 23 1. The director of schools of the employing system must certify in writing that no
24 other qualified individuals are available to fill the position;
- 25 2. The Commissioner of Education must certify that the employing school system
26 serves an area that lacks qualified teachers to serve in the position to be filled;
- 27 3. The retired teacher must hold a valid license and shall not be entitled to tenure
28 status;
- 29 4. The retired teacher shall not be eligible to accrue additional retirement benefits,
30 accrue leave or receive medical insurance coverage; and
- 31 5. The salary paid to the retired member shall not be less than the rate of
32 compensation set by the Board for teachers with no experience filling similar
33 positions, nor more than eight-five percent (85%) of the rate of compensation set
34 by Board for teachers with comparable training and years of experience filling
35 similar positions.

36 Upon retirement, in compliance with the guidelines set forth under TCRS, a teacher shall be paid
37 for unused accumulated sick leave. This applies to teachers who have at least twenty (20) years
38 of teaching experience with the Morgan County School System. The number of sick days paid
39 shall not exceed two hundred (200) including any personal days applied to their sick leave
40 balance. The rate per day shall be one hundred twenty-five dollars (\$125.00) for days 1-100 and

- 1 thirty-five dollars (35.00) for days 101-200. In addition to this benefit, professionally licensed
- 2 personnel may count their accumulated sick leave on their retirement.
- 3 This payment shall be made after the employee's retirement eligibility has been approved by the
- 4 Tennessee Consolidated Retirement System. A letter of intent to retire must be submitted to the
- 5 Human Resources Department and the director of schools by April 1st of the retirement year. In
- 6 extreme circumstances, the Director has the ability to waive this deadline.

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301 (b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511 through 513
5. TCA 49-5-512,513
6. TCA 49-5-508
7. TCA 49-5-706
8. TCA 49-5-411
9. TCA 8-36-805
10. TCA 8-36-821