

Bedford County Board of Education  
July 19, 2022 5:30 PM  
Central Office Board Room

**I. PROCEDURAL ITEMS**

- A. Call to Order
- B. Moment of Silence
- C. Pledge of Allegiance
- D. Opening Remarks

**II. CONSENT AGENDA**

- A. Approval of Agenda
- B. Minutes from June Monthly Meeting
- C. Minutes from June 28th, 2022 Special Called Meeting

**III. PRESENTATIONS**

- A. SCHS Soccer Team
- B. Tina Baker Corley
- C. John Boutwell - Per Pupil Spending for Bedford County

**IV. ACTION ITEMS**

- A. Policies for Review
  - 1. Grading System - 4.600
  - 2. Testing Programs 4.700
  - 3. Memberships
  - 4. Personal and Professional Leave - 5.303
- B. Federal Grant

FY 2023 CTE Perkins Basic - Rev 0

C. Bid No. 22-49 - Early Literacy District Support Services

D. Board Meeting Calendar for the 2022-2023 year

E. Responses to BCS Internal School Funds

V. **REPORT ITEMS**

A. Monthly Tax Analysis

B. Executive Committee Report

C. Technology Surplus

D. Superintendent's Report

VI. **OTHER BUSINESS**

A. Additional Acknowledgements

B. FYI - Expenditures

C. FYI - Personnel

VII. **ADJOURNMENT**

## Board of Education June 21, 2022 Meeting

The Bedford County Board of Education met in a regular monthly session on June 21, 2022 at 5:30 pm in the Community High School Auditorium located at 100 Community Crossing, Unionville, TN 37180. Board members David Brown, Brian Crews, Andrea Anderson, Michael Cook, Glenn Forsee, John Boutwell, Diane Neeley, and Dan Reed were present, Nicole Cashion was absent.

Chairman Michael Cook called the meeting to order, followed by a moment of silence, and the Pledge of Allegiance.

### **Consent Agenda**

The Consent Agenda was approved by acclamation upon the motion and seconded by Diane Neeley and David Brown.

### **Presentations**

The Community High School Softball Team were recognized and presented certificates by Dr. Tammy Garrett and board member Dan Reed for their achievement in representing the school in the state tournament.

Ron Cosentino with Kline Swinney Associates along with Enoch Jarrell, a civil engineer with Huddleston-Steele Engineering, came and presented a site plan to the board for consideration for the new elementary school. Mr. Jarrell explained about how the traffic would flow at the new site. Their site plan has 2 entrances with the front of the school facing Fairfield Pike. They gave a handout to the board members and had a slide show. Brian Crews asked, "if you have an estimate on how much roadway that is within the site and what the upkeep would be over time?". They answered they will come up with some estimates for the site once they get through the design development stage. Mr. Cosentino and Mr. Jarrell spoke about the lanes for car riders, buses, and parking. Mr. Cosentino talked about the building explaining where the cafeteria, media center, gym and administrative offices will be located. He went on to say, "this is the most concise plan based on the original concept that was about 1,000 or more square feet than what is shown here". The plan will be a two-story building with Pre-k, Kindergarten, First Grade and Resource classes on the first floor. Second, Third, Fourth and Fifth grades will be on the second floor along with additional offices. Mr. Cosentino also explained that the school is laid out in such a way that with the sunlight coming in the southern windows it helps to minimize the heat load and helps to minimize other factors that go into maintaining the HVAC system. The cafeteria is set up for 360-380 seating capacity. Michael Cook asked, "on the cafeteria how high are the ceilings?". Mr. Cosentino replied it could be 16 feet depending on structural systems and cost. The school will be built with precast hollow concrete plank. He showed a concept of what the school would look like with a pitched roof and a flat roof. Both roofs were comparable in price with both having 30-year warranties. Glenn Forsee asked, "so you said with the pitched roof, shingles rather than standing seam metal?". Mr. Cosentino replied, "it could be either one, we would be looking at cost." The school will have a geothermal system and Mr.

Cosentino explained the process of having that type of system. He explained with depending on which plan the board chooses, option A or option B, they will provide more detailed information. It all starts with the selection, A or B. He concluded with the proposed schedule of construction.

Mr. Forsee wants the team that Dr. Garrett put together along with the Road Superintendent and the Emergency Management Director to look at it from every perspective.

The board members are to look at it and email Dr. Garrett with the option they prefer and any questions they may have.

Two parents and a student (Margaret Bennett, Dawn Kilpatrick and Emma Collard) were given time to speak on the Four-by-Four block system. Each one spoke on their concerns about the new schedule to be in place in the of Fall 2023.

### **Action Items**

A. Quitclaim Deed regarding small strip of property located across from Cascade that was recorded incorrectly at some point on Bell Buckle-Wartrace Road. Motion was made to approve by Dan Reed and seconded by David Brown. Passed with an 8-0 vote.

B. Schools Accounts Payable. The year-end accounts payable list for the schools was presented. Motion was made to approve by Brian Crews, second by Diane Neeley. Carried with 8-0 vote.

C. Annual Gifts and Bequests. The year-end school gifts and bequests were presented. Motion made to approve by Andrea Anderson, second by Dan Reed. Passed by vote of 8-0.

D. ECF Funds Grant. Grant to get \$800,000 of computers. Motion made to approve by John Boutwell, second by Glenn Forsee. Carried with an 8-0 vote.

E. Math Implementation Grant Bid. Motion made to approve Instruction Partners for the Math Implementation Grant by Diane Neeley with a second by Brian Crews. Passed with an 8-0 vote.

F. BCVS High School Bid. Motion made to approve Pearson as the online platform for BCVS 9-12 by Andrea Anderson, a second by Diane Neeley. Passed by 8-0 vote.

G. Bid # 22-23 Federal Programs Department. Bid for the Community High School wing. Fellowship Construction is the low bidder. Motion to approve by Dan Reed with a second by David Brown. Dr. Garrett stated the bid is \$5,691,405.00. Glenn Forsee asked, "In the current environment that we are in do you feel good that that bid will build the building?" Davis Stokes representative replied, "We do." "We feel comfortable that 4 bids came in this close". The motion carried with an 8-0 vote. Fellowship Construction will build the

addition for Community High School.

#### H. Bid Recommendations (Maintenance Dept.)

1. Window, Door Replacement Bid for Cascade Middle, SCHS, CTE Annex Daniel Kleindienst recommends Preferred Glass Co. at \$304,000. They were the only bidder. He did contact another company, but they could not give him any better numbers. Motion to approve by Glenn Forsee with a second by Brian Crews. Glenn Forsee asked, "What is the time frame estimated for this whole project?". Daniel answered, "They are hoping to get it done by Christmas time". Motion passed with an 8-0 vote.

2. Cascade Middle HVAC Replacement Bid Mr. Kleindienst recommends to reject this bid. Motion was made to recommend to reject and bid at some point in the future due to the high cost by Diane Neeley and seconded by John Boutwell. Motion carries with an 8-0 vote.

3. Liberty Elementary Boiler Replacement Bid Mr. Kleindienst recommends using Southern Heating and Cooling as the low bidder. Motion was made by Diane Neeley and seconded by Glenn Forsee. Motion passed with 8-0 vote.

4. Thomas Magnet School Window, Door Replacement Bid Mr. Kleindienst had planned to recommend the bid from Preferred Glass but today received a phone call from them that they could no longer honor this bid price because they got a call from their vendor and the cost is going to go up \$34,000 plus for this job. Mr. Kleindienst recommends to reject the bid and re-bid at a later date. Motion made to recommend to reject and re-bid later due to the cost by Diane Neeley and a second by Dan Reed. Motion carries with an 8-0 vote.

I. Aviation Maintenance Secondary Teacher (Grades 9-12) Motion made to approve by Glenn Forsee, seconded by Brian Crews. This position paid for in General Fund. Carried by an 8-0 vote.

J. Instructional Supervisor to oversee secondary instruction and secondary ESL Motion made to approve by Glenn Forsee and a second by Diane Neeley. This position paid for with ESSER money and will allow a full-time CTE Director. Motion passed by 8-0 vote.

#### K. Policies for review

1. 5.119 Employment of Retirees This policy allows retired teachers to come back and teach and still draw their retirement. The school system would have to pay their portion of the retirement. Motion made by Dan Reed, second by Diane Neeley. Motion carried by 8-0 vote.

2. 5.200 Separation Practices for Tenured Teachers Updated policy. Motion made by Andrea Anderson, second by Glenn Forsee. Passed with an 8-0 vote.
3. 5.201 Separation Practices for Non-Tenured Teachers Updated policy. Motion made by Glenn Forsee, second by David Brown. Motion passed with 8-0 vote.
4. 5.701 Substitute Teachers Updated policy. Motion made by Glenn Forsee, second by Diane Neeley. Motion carried with an 8-0 vote.
5. 6.409 Reporting Child Abuse Updated policy. Motion made by John Boutwell and seconded by Diane Neeley. Motion passed with 8-0 vote.
6. 6.408 Safe Relocation of Students Updated policy. Motion made by Diane Neeley, seconded by Brian Crews. Motion by passed by 8-0.
7. 6.710 Gifts Updated policy. Motion made by John Boutwell with a second by Dan Reed. Passed with an 8-0 vote.
8. 6.604 Media Access to Students Updated policy. Motion made by Glenn Forsee, second by John Boutwell. Motion carried with 8-0 vote.
9. 6.504 Migrant Students Updated policy. Motion made by Glenn Forsee, second by Dan Reed. Passed with 8-0 vote.
10. 4.403 Library Materials Updated policy. A complete re-write to match model policy and in compliance with the new law. Motion made by Diane Neeley, second by Andrea Anderson. Motion carried with 8-0 vote.
11. 4.402 Reconsideration of Textbooks and Instructional Materials Updated policy. Motion made by Glenn Forsee and seconded by Diane Neeley. Passed with 8-0 vote.
12. 6.500 Special Education Students Updated to match model policy. Motion made by Dan Reed, second by Diane Neeley. Motion carried with an 8-0 vote.
13. 6.410 Accidents and Illnesses Updated policy. Motion made by David Brown, second by Brian Crews. Motion passed with an 8-0 vote.
14. 6.403 Student Communicable Diseases Updated policy. Motion made by Glenn Forsee, second by Diane Neeley. Motion carried by 8-0 vote.

15. 6.402 Physical Examinations and Immunizations Updated policy. Motion made by Brian Crews and seconded by Diane Neeley. Passed with an 8-0 vote.

16. 6.709 Student Fees and Fines Updated policy. Motion made by Andrea Anderson and second by Diane Neeley. Passed with an 8-0 vote.

17. 1.102 Board Members Legal Status Updated policy. Motion made by Dan Reed with a second by Glenn Forsee. Motion passed with an 8-0 vote.

18. 4.101 Instructional Standards Updated policy. Motion made by Diane Neeley and seconded by Brian Crews. Motion passed with an 8-0 vote.

19. 6.4031 Pediculosis (Head Lice) Updated policy. Motion made by David Brown and seconded by John Boutwell. Motion carried with 8-0 vote.

20. 4.212 Virtual Education Program Updated policy. Motion made by Diane Neeley and seconded by Dan Reed. Motion passed with 8-0 vote.

21. 6.200 Attendance Updated policy. Motion made by John Boutwell and a second by Glenn Forsee. Carried with an 8-0 vote.

22. 4.600 Grading System Updated policy. This will help high school students with scholarships and to be consistent with the state. Motion made by John Boutwell and seconded by David Brown. Motion carried with 8-0 vote.

L. Consolidated Grants 2022-2023 budget. Budget has been approved by the state. Motion made by David Brown, seconded by Diane Neeley. Diane Neeley clarified “we are just ratifying what the state has already approved for us to do”. Motion passed with 8-0 vote.

Dr. Garrett asked to have amendments M through U combined. Motion made to combine by David Brown, second by Glenn Forsee. Motion made to approve by Glenn Forsee and seconded by John Boutwell. Motion carried by an 8-0 vote.

M. Budget Amendment - FY 2022 - Summer Learning Camps - Rev 1

N. Budget Amendment - FY 2022 Elementary and Secondary Emergency Relief (ESSER) 3.0 - Rev 2

O. Budget Amendment - FY 2022- Safe Schools - Rev 2

P. Budget Amendment - FY 2022 - CTE Perkins Basic - Rev 4

Q. Budget Amendment - FY 2022- Consolidated - Rev 4 Title III

R. Budget Amendment - FY 2022 - Consolidated - Rev 4 Title I, Part A

S. Budget Amendment - FY 2022 - Elementary and Secondary Emergency Relief (ESSER) 2.0 - Rev 3

T. Budget Amendment - FY 2022 - Consolidated - Rev 5 - Title I, Part A

U. Budget Amendment - FY 2022 - Consolidated - Rev 5 - IDEA, Part B

V. Budget 2022-2023 year Motion made to discuss budget made by David Brown and seconded by Glenn Forsee. Michael Cook stated “We have needs, we know we have needs. I believe we could use funding from the county commission to increase salaries. I believe we could use funding to build a wing at Liberty School. I believe we could use funding to purchase the TCAT building that’s coming up for sale. I believe we could use funding from our county commission to put SRO’s in every school, I believe 6 would put SRO’s in every school. There’s a dollar amount to that. I believe if the county commission is going to increase our taxes that we ask in a letter that these things be considered if that is the will of the Board.”

Andrea Anderson reported that the collaborative team met with the teachers after the last study session on June 13, 2022. The team presented Proposal 1 to the teachers that is in the proposed budget. We are trying to help correct some deficits in our step increases and in the salary schedule. The teachers wanted to meet again on June 17, 2022. The teacher team presented a counter proposal raise of 7% with no step increase below \$300. The cost of the Proposal 1 is \$2,150,017 that is in the proposed budget. The cost of the teacher team proposal is \$3,221,976. Any change that is decided tonight of the proposed budget will require the board to come back together in July to make the amendment. Michael Cook explained Proposal 1 would be a 4% increase. Dr. Garrett clarified that the 4% is on the base then trickles down according to the salary schedule. Andrea Anderson reported the teacher team could not support Proposal 1. They felt that it is fixing the deficits in the salary schedule but still some disparity in the schedule. Brian Crews explained that on the salary schedule for Proposal 1 years 21 through 30 would be catching up the teachers, who had flaws in the pay scale, at 7.9% and 6.57% depending on their degrees. There’s a lot of numbers where we are finally doing good for the tenured teachers. Diane Neeley said that we understand the frustration of the teachers. Proposal 1 does address the majority of our employees. Dr. Garrett stated that the state will require the minimum salary to be \$45,000 by the year 2026. This increase is only for principals and teachers, supervisors are not included.

Glenn Forsee brought up about the one school bus purchase on the budget highlights. In the budget it allows for a \$.50 cent per hour for bus drivers. He said Mr. Kenny Parker asked to not purchase the bus but take the \$135,000 and give it to the bus drivers. This would give them a \$2.93 increase per hour. Brian Crews and Diane Neeley talked about the insurance benefits for bus drivers. Robert Daniel explained that they could do an amendment in July to move the money over to salary.

Motion was made to approve the budget as is by John Boutwell, seconded by David Brown. A roll call vote was taken with David Brown voting yes, Brian Crews voting yes, Dan Reed voting yes, Diane Neeley voting yes, Michael Cook voting yes, Andrea Anderson voting yes, John Boutwell voting yes, Glenn Forsee voting yes. Each board member read aloud the Disclosure Statement\* before casting their vote except for John Boutwell and Glenn Forsee. Mr. Boutwell and Mr. Forsee are not related to any employee in the school system. Motion carries by a vote of 8-0.

#### L. May Financial Report

Robert Daniel pointed out on page one that 91% of the revenue has been collected. Expenditures spent were 79%. Four payrolls coming in June so it will go up. Any anomalies will be cleaned up in a July amendment. Motion to approve by John Boutwell and seconded by Brian Crews. Motion carried with an 8-0 vote.

#### **Report Items**

##### Monthly Tax Analysis

Robert Daniel reports for property tax 105% has been collected of the budget. Sales tax collected \$387,000 ahead of this time last year with June still to go.

##### Executive Committee Report

Surplus property declared for Community Elementary, Community Middle, SCHS and Technology.

Mr. Cook thanked everyone for their time, effort, and commitment.

June 28<sup>th</sup> will be a Special Called Meeting at 12:15 for budget amendment.

The next board meeting will be July 19<sup>th</sup>, 2022, 5:30 pm at the Central Office. The board will start meeting on the 3<sup>rd</sup> Thursdays beginning in August at 6:00

##### Superintendent's Report

Dr. Garrett gave a shout out to all the folks who have taken care of the summer learners.

Michael Cook commended Dr. Garrett for all she does for the school system.

Brian Crews asked if the executive committee will be presenting to the commission the other requests. Mr. Cook said he wants to put that in a letter to the commission. Mr. Crews would like for the letter to show the steps the board took to fix the pay scale. He would like for that request to be in bold.

Diane Neely acknowledged the Good News Magazine. There have been very positive articles in their magazine about the school system.

Brian Crews gave kudos to the Adopt-a-Teacher program on Facebook.

Dr. Garrett acknowledged an anonymous donor for all that has been given for band uniforms, elementary basketball uniforms, and money donated for incoming kindergartners to attend a one-week camp before school starts.

Glenn Forsee questioned about the letter to be sent to the commission. Mr. Cook wants to get that letter to the commission before their next meeting because they are looking at a potential tax increase.

Glenn Forsee moved to adjourn the meeting at approximately 7:48.

**\*Disclosure Statement**

Because I am related to an employee of Bedford County Schools, I have a conflict of interest in the proposal about to be voted upon. However, I declare that my argument and my vote answer only to my conscience and to my obligation to my constituents and the citizens this body represents.

## Board of Education June 28, 2022 Special Called Meeting

The Bedford County Board of Education met in a special called session on June 28, 2022 at 12:15 pm at the Central Office, 500 Madison St., Shelbyville, TN 37160. Board members John Boutwell, Glenn Forsee, David Brown, Diane Neeley and Michael Cook were present. Absent were Nicole Cashion, Dan Reed, Andrea Anderson, and Brian Crews.

Chairman Michael Cook called the meeting to order.

The Consent Agenda was approved with a motion made by Diane Neeley, second by John Boutwell. Approved with a 5 – 0 vote.

### Action Items

Year-End Amendments Robert Daniel gave a summary of the amendments. Michael Cook asked about estimated revenue, total expenditures. Mr. Daniel said the year has not been closed out yet so he could not give a number.

Mr. Daniel gave a summary on Child Nutrition and SACP.

Motion was made to approve by John Boutwell with a second by Glenn Forsee. Motion carried by 5-0 vote.

Glenn Forsee moved to adjourn at approximately 12:30.

## Bedford County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Grading System</b>	Descriptor Code: <b>4.600</b>	Issued Date: <b>12/16/10</b>
		Rescinds: <b>4.600</b>	Issued: <b>05/26/05</b>

1 The superintendent of schools shall develop an administrative procedure to establish a system of  
2 grading and assessment for evaluating and recording student progress and to measure student  
3 performance in conjunction with Board-adopted content standards.<sup>1</sup> The grading/assessment system  
4 shall follow all applicable statutes and rules and regulations of the State Board of Education.<sup>2</sup> The  
5 grading/assessment system shall be uniform district-wide at comparable grade levels except that the  
6 superintendent of schools shall have the authority to establish and operate ungraded and/or  
7 unstructured classes in grades K-~~3~~12.<sup>3</sup>

8 In grades 3-12, a student's TCAP and EOC test scores will comprise 20% of the student's final grade  
9 for the spring semester in the subject areas of mathematics, reading/language arts, science, and social  
10 studies, based on performance levels determined by the state board of education. Test scores will only  
11 be considered if Tennessee Department of Education provides data within 5 days from the last day of  
12 school.

13 The superintendent of schools shall submit a copy of the grading, reporting and assessment systems to  
14 the Board before the system is implemented.<sup>4</sup> These guidelines shall be communicated annually to  
15 students and parents/guardians.<sup>1</sup>

16 Conduct grades are based on behavior and shall not be deducted from scholastic grades.

17 GRADING SYSTEM: GRADES TWO - TWELVE (2-12)<sup>1</sup>

18 Schools teaching grades two (2) through twelve (12) shall use the uniform grading system established  
19 by the State Board of Education. Using the uniform grading system, students' grades shall be reported  
20 for the purposes of application for post-secondary financial assistance administered by the Tennessee  
21 Student Assistance Corporation.

22 Subject-area grades shall be expressed by the following letters with their corresponding percentage  
23 range:

24 · A (90-100)

25 · B (80-89)

1 · C (70-79)

2 · D (60-69)

3 · F (0-59)

4 This grading system shall be uniform throughout the school district for each grade.

5 Advanced coursework grades shall be weighted with additional percentage points to calculate the  
6 semester average. Depending on the course taken, the following percentage points shall be assigned:

7 · Honors Courses – three (3) percentage points;

8 · Local and Statewide Dual Credit, Capstone Industry Certification Aligned, and Dual Enrollment  
9 Courses – four (4) percentage points; and

10 · Advanced Placement, Cambridge International, College Level Exam Program (CLEP), and  
11 International Baccalaureate Courses – five (5) percentage points.

## 12 **LOTTERY SCHOLARSHIPS**

13 Each school counselor shall provide incoming freshman with information on college core courses  
14 required for lottery scholarships as well as necessary criteria (grade point average, ACT and SAT  
15 scores, etc.) that must be met in order to receive a scholarship.

16 Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for  
17 Federal Student Aid (FAFSA). The FAFSA is available at the guidance officer or on-line at  
18 [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students shall be made aware of all applicable FAFSA deadlines and encouraged  
19 to submit applications in a timely manner.

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### Legal References:

1. TRR/MS 0520-01-03-.02, State Board of Education Policy 3.301; Public Acts of 2022, Chapter No. 1080
2. TCA 49-2-203(b)(7); TCA 49-2-301(b)(1)(H)
3. TCA 49-4-904, 907
4. TCA 49-4-932(f)

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### Cross References:

Alternative Credit Options 4.209  
Credit Recovery 4.210  
Reporting Student Progress 4.601  
Honor Roll, Awards, & Class Ranking 4.602  
Promotion and Retention 4.603  
Transcript Alterations 4.608



# Bedford County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Testing Programs</b>	Descriptor Code: <b>4.700</b>	Issued Date: <b>08/17/21</b>
		Rescinds: <b>4.700</b>	Issued: <b>08/20/19</b>

1 The Board shall provide for a system wide testing program which shall be periodically reviewed  
2 and evaluated. The purposes of this program shall be to:

- 3 1. Assist in promoting accountability;
- 4 2. Determine the progress of students;
- 5 3. Assess the effectiveness of the instructional program and student learning;
- 6 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 7 5. Analyze the improvements needed in a given instructional area;
- 8 6. Assist in the screening of students with learning difficulties;<sup>1</sup>
- 9 7. Assist in placing students in remedial programs;
- 10 8. Provide information for college entrance and placement; and
- 11 9. Assist in educational research by providing data.<sup>2</sup>

12 The Superintendent shall be responsible for planning and implementing the program, which  
13 includes;

- 14 1. Determining specific purposes for each test;
- 15 2. Selecting the appropriate test to be given;
- 16 3. Establishing procedures for administering the tests;
- 17 4. Making provision for interpreting and disseminating the results;
- 18 5. Maintaining testing information in a consistent and confidential manner; and
- 19 6. Ensuring that results are obtained as quickly as possible, especially when placement in a  
20 special learning program might be necessary.

21 State-mandated student testing programs shall be undertaken in accordance with guidelines  
22 published by the State Department of Education.<sup>3</sup>

## 23 **WEIGHTING TCAP SCORES**

24 TNReady<sup>4</sup> and EOC<sup>5</sup> scores shall be included in students' final grades as follows:

- 25 1. Grades 3-5 - ~~25~~**20**%
- 26 2. Grades 6-8 - ~~25~~**20**%
- 27 3. Grades 9-12- ~~25~~**20**%

28

29 The **Bedford County** School System shall use the following methodology: **cube root methodology**.

30

- 1 The Superintendent may exclude these scores from students' final grades if results are not  
2 received by the district at least five (5) instructional days before the end of the course.<sup>4,5</sup>

### 3 **INTEREST INVENTORIES AND CAREER ASSESSMENTS<sup>6</sup>**

4 Interest inventories shall be made available to ~~7<sup>th</sup> graders~~ **middle schoolers**. These will include  
5 assessments such as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the  
6 College Board Career Finder.

7 Career aptitude assessments shall be administered to ~~7<sup>th</sup>~~ **8<sup>th</sup>** graders in order to inform the  
8 student's high school plan of study.

9 Available career and technical education opportunities shall be provided to students after the  
10 aptitude assessment is administered.

### 11 **TESTING INFORMATION AND PARENTAL CONSENT**

12 Any test directly concerned with measuring student ability or achievement through individual or  
13 group psychological or socio-metric tests shall not be administered by or with the knowledge of  
14 any employee of the system without first obtaining written consent of the parent(s) or  
15 guardian(s).<sup>2</sup>

16 Results of all group tests shall be recorded on the students' permanent records and shall be made  
17 available to appropriate personnel in accordance with established board policies.<sup>7</sup>

18 No later than July 31 of each year, the Board shall publish on its website information related to  
19 state and board mandated tests that will be administered during the school year. The information  
20 shall include:<sup>8</sup>

- 21 1. The name of the test;
- 22 2. The purpose of the test;
- 23 3. The grade or class in which the test will be administered;
- 24 4. The tentative date or dates that the test will be administered; and
- 25 5. The time and manner in which parents and students will be notified of the results of the  
26 test; and
- 27 6. How parents can access the questions and answers on their student's state-required tests;  
28 and
- 29 7. If a board mandated test, how the test complements and enhances student instruction and  
30 learning and how it serves a purpose distinct from state-required tests.

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**Legal References**

1. TCA 49-10-108
2. 20 USCA § 1232(g)
3. TRR/MS 0520-01-03-.03(11)
4. TCA 49-1-617; State Board of Education Policy 2.102
5. TRR/MS 0520-01-03-.03(11)(e); State Board of Education Policy 2.103; TCA 49-1-617
6. TCA 49-6-412; Public Acts of 2021, Chapter No. 271
7. TCA 10-7-504(a)(4)(A)
8. TCA 49-6-6007; State Board of Education Policy 2.102; State Board of Education Policy 2.103

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**Cross References**

Student Surveys, Analyses, and Evaluations 6.4001  
Student Records 6.600

# Bedford County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Memberships</b>	Descriptor Code: <b>1.104</b>	Issued Date: <b>09/21/21</b>
		Rescinds: <b>1.104</b>	Issued: <b>08/20/98</b>

1 The Board shall maintain membership in the Tennessee School Boards Association,<sup>1</sup> ~~and through its~~  
2 ~~membership in TSBA shall be an affiliate member of the Southern Region School Boards Association~~  
3 ~~and the National School Boards Association.~~

4 ~~The Board shall seek to participate as fully as possible in the activities of these organizations.~~  
5 ~~Information obtained at conferences, conventions, or workshops shall be shared at subsequent board~~  
6 ~~meetings.~~

7 Dues for membership in the Tennessee School Boards Association shall be included in each annual  
8 budget in accordance with state statute.

9 The Board may also maintain institutional membership in other educational organizations which the  
10 Board finds to be of benefit to members and school system personnel.

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Legal Reference:

1. TCA 49-2-2001

# Bedford County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Personal and Professional Leave</b>	Descriptor Code: <b>5.303</b>	Issued Date: <b>08/16/16</b>
		Rescinds: <b>5.303</b>	Issued: <b>08/20/98</b>

1 ~~Personal and professional leave shall be granted in accordance with the laws of the State of Tennessee~~  
2 ~~and the rules and regulations of the State Board of Education.~~

3 Certified **Professional** employees shall earn **two (2)** personal and **one (1)** professional leave day ~~at the~~  
4 ~~rate of one day for each half year employed~~ for a total of ~~two (2)~~ **three (3)** days per year. Any personal  
5 and professional leave remaining unused at the end of the year shall be credited to sick leave.<sup>1</sup>

6 If, at the termination of services, any employee has been absent for more days than leave has been  
7 earned, an amount sufficient to cover the excess days used shall be deducted from the employee's final  
8 salary payment.<sup>2</sup>

9 Subject to the following conditions, personal leave may be taken at the discretion of the employee:

- 10 1. Except in emergency, each employee shall give the principal at least ~~one~~ five days' notice in  
11 writing of intent to take leave;
- 12 2. The approval of the principal of the school shall be required:<sup>23</sup>
  - 13 a. If more than ten percent (10%) of the teachers in any given school request its use on the  
14 same day;
  - 15 b. If requested during any prior established student examination period;
  - 16 c. If requested on the day immediately preceding or following a holiday or vacation period;
  - 17 d. If personal leave is requested for days scheduled for professional development or in-service  
18 training, according to a school calendar adopted by the local board of education prior to the  
19 commencement of the school year; or
  - 20 e. If personal leave is requested for days scheduled for parent-teacher conferences, according  
21 to a school calendar adopted by the local board of education prior to the commencement of  
22 the school year.

23 Professional leave is a short, temporary absence for the purpose of attending workshops and other  
24 meetings relating to school business or serving on boards and commissions which meet during daytime  
25 hours when appointed by a mayor, city council, county executive or county commission.<sup>34</sup>

26 ~~Requests shall be submitted to the principal at least five (5) days prior to requested leave of absence.~~

27 ~~In addition, certified employees shall be granted leave to serve on any board or commission of the state~~  
28 ~~when the appointment is made by the Governor or General Assembly. Such leave shall not be counted~~  
29 ~~against any other accumulated leave credits.~~<sup>3</sup>

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Legal References

1. TCA 49-5-711: TRR/MS 0520-1-2-.04(3)
2. TCA 49-5-711(c)(1)
3. TCA 49-5-205
4. [TCA 49-5-711\(b\)](#)

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Cross References

[Legislative Leave 5.309](#)



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### Budget Overview

Bedford County (020) Public District - FY 2023 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic

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Indirect Cost

Total Contributing to Indirect Cost	<input type="text" value="\$112,103.37"/>
Indirect Cost Rate	<input type="text" value="3.39%"/>
Maximum Allowed for Indirect Cost	<input type="text" value="\$3,675.69"/>

Filter by Location:

Show Unbudgeted Categories

Account Number	71300 - Vocational Education Program	72130 - Other Student Support	72230 - Support Services/Vocational Education Program	Total
Line Item Number				
189PD - Other Salaries & Wages (PD)		6,000.00		6,000.00
201 - Social Security	0.00	372.00	0.00	372.00
204 - State Retirement	0.00	618.00	0.00	618.00
212 - Employer Medicare	0.00	87.00	0.00	87.00
355 - Travel			6,000.00	6,000.00
355C - Travel (CTSO)		19,000.00		19,000.00
399 - Other Contracted Services	0.00	4,000.00		4,000.00
429 - Instructional Supplies & Materials	30,000.00			30,000.00
499 - Other Supplies and Materials	40,000.00		0.00	40,000.00
524PD - In-Service / Staff Development (PD)		10,026.37		10,026.37
730 - Vocational Instruction Equipment	45,000.00			45,000.00
<b>Total</b>	<b>115,000.00</b>	<b>40,103.37</b>	<b>6,000.00</b>	<b>161,103.37</b>
			<b>Adjusted Allocation</b>	<b>161,103.37</b>
			<b>Remaining</b>	<b>0.00</b>

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revenue 142-807-47131

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TN Department of Education | Andrew Johnson Tower | 710 James Robertson Parkway | Nashville, TN 37243 | (629) 395-4684 | [ePlan.Help@tn.gov](mailto:ePlan.Help@tn.gov)

State 6-28-22 approved

# Memo

## **Bedford County Department of Education**

### ***Federal Programs Department***

To: Dr. Tammy Garrett, Superintendent, Robert Daniel, Bedford County Finance Director

From: Chad J. Fletcher, Federal Programs Director

CC: Felicia Moon, Board Secretary

Date: July 18, 2022

Re: Bid #22-49 - Early Literacy District Support Services

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On behalf of the Instruction Department, I would like to recommend that TNTP be awarded Bid #22-49. They presented the only bid at \$40,000. This bid will be fully funded through the Early Literacy Grant awarded to Bedford County Schools by the Tennessee Department of Education.

Respectfully,



Chad J. Fletcher

BEDFORD COUNTY, TENNESSEE  
PERSONAL PROPERTY ACQUISITION/DISPOSITION RECORD

LOCATION  TAG #

ACCOUNT CODE

ITEM DESCRIPTION

VENDOR

MAKE/MODEL  SERIAL #

PURCHASE PRICE \$  APPRAISED VALUE \$

ACQUISITION

DATE RECEIVED  PURCHASE ORDER #

RECEIVED BY  CONDITION CODE

TRANSFERRED FROM  STATUS CODE

STATUS CODE-(U=IN USE; R=HELD IN RESERVE; S=IN STORAGE)

DONATED BY


DISPOSITION

TRANSFER  STOLEN/LOST  SURPLUS  SCRAP

OTHER

TRANSFERRED TO

I certify the above described equipment has been transferred, stolen/lost, declared surplus, scrapped, or disposed of by other means as indicated above. If the item was declared surplus, it is available for use by other County Offices or can be sold in the prescribed manner as surplus. If stolen, a stolen property report has been filed with the Police/Sheriff Department.

  
SIGNATURE DEPT HEAD

DATE

**ITEMS SENT TO BEDFORD COUNTY SURPLUS TO BE TRANSFERRED OR SOLD FROM BEDFORD COUNTY SCHOOLS**

Site: Central Office/DC

Site Label ID: \_\_\_\_\_

Bedford County Schools

Date: \_\_\_\_\_

Status Code O= Operable, N= Not Operable, UKN= Operating Condition Unknown)

Gov Deals	*Label #	*Purchased By	*Barcode	*Item Description	*Quantity {# of #}	*Status Code	Manufacturer	*Serial No.	Make/Model	*Value
		Title	34031	EPSON PROJECTOR		UKN	EPSON	LTHF992752L		
		REG	30867	EPSON PROJECTOR		UKN	EPSON	JWUF815482L		
		FTTT	53790	DELL LAPTOP CART		UKN	DELL	1PCRSX1		
		FTTT	53791	DELL LAPTOP CART		UKN	DELL	2PCRSX1		
		REG	24027	SPECTRUM LAPTOP CART		UKN	SPECTRUM			
		VOC	44678	MONITOR		UKN	DELL	CN0PVGRC7444545DA03U		
		REG	58937	MONITOR		UKN	DELL	CN0H4PFT728725COA5LL		
		REG	58583	MONITOR		UKN	DELL	CN0H4PFT728725C9AECL		
		REG	30777	MONITOR		UKN	ACER	74803226542		
		VOC	59103	MONITOR		UKN	DELL	CN0Y01GT74261679413U		
		REG	24318	CPU		UKN	HOWARD	978564106		
		Title	58319	DELL LAPTOP		UKN	DELL	903B682		
		VOC	44744	DELL LAPTOP		UKN	DELL	3QQWTY1		
		VOC	44745	DELL LAPTOP		UKN	DELL	HQQWTY1		
		VOC	52857	CPU		UKN	DELL	FTW/V12		
		FTTT	53974	LAPTOP		UKN	DELL	8LCWB32		
		FTTT	53957	LAPTOP		UKN	DELL	6LCWB32		
		FTTT	53958	LAPTOP		UKN	DELL	7LCWB32		
		FTTT	53951	LAPTOP		UKN	DELL	3MCWB32		
		FTTT	53956	LAPTOP		UKN	DELL	9KCVB32		
		FTTT	53960	LAPTOP		UKN	DELL	5LCWB32		
		FTTT	53972	LAPTOP		UKN	DELL	DMCVB32		
		FTTT	53966	LAPTOP		UKN	DELL	CLCVB32		
		FTTT	53954	LAPTOP		UKN	DELL	DKCVB32		
		FTTT	53953	LAPTOP		UKN	DELL	3LCWB32		

Surplus

Scrap

Transfer

Additional Notes:

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**ITEMS SENT TO BEDFORD COUNTY SURPLUS TO BE TRANSFERRED OR SOLD FROM BEDFORD COUNTY SCHOOLS**

Site: Central Office Site Label ID: Bedford County Schools

Date: \_\_\_\_\_ Status Code(O= Operable, N= Not Operable, UKN= Operating Condition Unknown)

Gov Deals	*Label #	*Purchase d By	*Barcode	*Item Description	*Quantity {# of #}	*Status Code	Manufacturer	*Serial No.	Make/Mo del	*Value
		FTTT	53969	LAPTOP		UKN	DELL	FKCW/B32		
		FTTT	53952	LAPTOP		UKN	DELL	FKFW/B32		
		FTTT	53971	LAPTOP		UKN	DELL	GMCW/B32		
		FTTT	53967	LAPTOP		UKN	DELL	FMCW/B32		
		FTTT	53963	LAPTOP		UKN	DELL	5KCW/B32		
		FTTT	53959	LAPTOP		UKN	DELL	1MCW/B32		
		FTTT	53961	LAPTOP		UKN	DELL	4MCW/B32		
		FTTT	53965	LAPTOP		UKN	DELL	2MCW/B32		
		FTTT	53955	LAPTOP		UKN	DELL	CKCW/B32		
		FTTT	53962	LAPTOP		UKN	DELL	9LCW/B32		
		FTTT	53950	LAPTOP		UKN	DELL	DKFW/B32		
		FTTT	53964	LAPTOP		UKN	DELL	2LCW/B32		
		REG	57573	LAPTOP		UKN	DELL	B5QBN52		
		REG	57558	LAPTOP		UKN	DELL	55QBN52		
		REG	61395	CPU		UKN	DELL	9BPNMN2		
		TITLE VI	53837	LAPTOP CART		UKN	DELL	60FR5X1		
		TITLE	59491	MONITOR		UKN	DELL	GVQJ3D2		
		TITLE	59497	MONITOR		UKN	DELL	9WQJ3D2		
		TITLE	59496	MONITOR		UKN	DELL	BWQJ3D2		
		TITLE	59495	MONITOR		UKN	DELL	3VQJ3D2		
		TITLE	59492	MONITOR		UKN	DELL	CVQJ3D2		
		TITLE	59493	MONITOR		UKN	DELL	9RQJ3D2		
		TITLE	53142	MONITOR		UKN	DELL			
		TITLE	59498	MONITOR		UKN	DELL	HTQJ3D2		
		REG	42947	MONITOR		UKN	DELL	CN-0NNWXT6-72872-37G-GVHM		

Surplus       Scrap       Transfer

Additional Notes:

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