



Board of Education Regular Meeting  
February 1, 2024 6:30 PM  
Central Office Board Room  
154 Blountville Bypass  
Blountville, TN 37617

1. Call to Order
2. Approval of the Agenda
3. Consent Agenda
  - a. Meeting Minutes from January 4, 2024
  - b. Field Trip Requests
  - c. JAGTN East High & WRHS MOU
4. Public Comment - Agenda Items
5. Communications to the Board
  - a. Director's Comments
    - a. School Board Appreciation
    - b. Staff Recognition
    - c. Robotics Presentation
6. Unfinished Business
  - a. Property Updates
    - a. Henry Harr Road Property
    - b. Old Holston Warehouse
    - c. Sullivan Gardens (aka Sullivan West)
  - b. WRHS Access Road - Bid Authorization for Tree Cutting
  - c. Board Policy Updates
    - a. Policy 1.701 School District Planning
    - b. Policy 2.400 Revenues
    - c. Policy 2.601 Fundraising Activities
    - d. Policy 2.8051 Credit Cards & Credit Lines
    - e. Policy 4.603 Promotion and Retention
7. New Business
  - a. Policy 4.206 Homebound Instruction
  - b. Renewal Courses for 2024-2025
  - c. GPS Budget Amendment - Maintenance
  - d. Safe Schools Grant Carryover
  - e. Public School Security Grant
  - f. State Special Education Preschool Grant
  - g. Resolution - Sullivan East High Turf Donation
8. Public Comment - Non-Agenda Items
9. Board Chairman Comments
10. Adjournment

# Sullivan County Board of Education

|  |   |                                  |                                 |
|--|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in September</b> | Descriptor Term:<br><br><b style="text-align: center;">School District Planning</b> | Descriptor Code:<br><b>1.701</b> | Issued Date:<br><b>04/10/12</b> |
|  |   | Rescinds:                        | Issued:                         |

1 ~~The Board shall develop comprehensive, long-range plans based on the following:~~ **and implement a**  
 2 **written five (5) year strategic plan that addresses identified priority needs and provides for**  
 3 **continuous student growth and improvement. The plan shall be updated every two (2) years and**  
 4 **shall align with requirements of the State Board of Education.<sup>1</sup> The Director of Schools shall**  
 5 **develop any necessary measures to implement this policy.**

6 **BOARD IMPROVEMENT PLAN FOR THE DISTRICT<sup>1</sup>**

7 **The Board shall develop annual plans with specific goals for improving student performance and**  
 8 **that operationalize the district’s five (5) year strategic plan. This will be incorporated into the**  
 9 **TISA accountability report that must be approved by the Board and filed with the Department**  
 10 **of Education each November 1<sup>st</sup>.<sup>2</sup>**

11 **The Board shall plan an annual retreat with the Director of Schools and appropriate staff. The**  
 12 **purpose of the retreat shall be to:**

- 13 **1. Review progress on the implementation of priorities, initiatives, and long-range plans;**
- 14 **2. Determine which goals have been achieved and whether any new efforts are needed;**
- 15 **3. Review major issues that may affect the school system in the future; and**
- 16 **4. Create an annual plan for district improvement.**

- 17 ~~1. Identifying and analyzing the major factors that affect what and how students learn;~~
- 18
- 19 ~~2. Developing and implementing a written five-year plan to include a mission statement, goals,~~  
 20 ~~objectives and strategies;<sup>+</sup>~~
- 21
- 22 ~~3. Establishing annual program improvement objectives, including major activities, expected~~  
 23 ~~outcomes, time lines, responsible persons and required resources; and~~
- 24
- 25 ~~4. Basing major budget decisions on long-range plans.~~

26 ~~The Board shall plan by means of an annual retreat with the director of schools and the staff. The~~  
 27 ~~purpose of the retreat shall be to review progress on the implementation of priorities, initiatives, and~~  
 28 ~~long-range plans, to determine which goals have been achieved, whether any new efforts are needed,~~  
 29 ~~and to review major issues that may affect the future. The Board shall also consider annual objectives~~  
 30 ~~and strategies proposed by the director of schools. An annual status report on these plans shall be~~  
 31 ~~submitted to the Commissioner of Education by September 1 of each year in the required format.<sup>+</sup>~~

1 ~~The director of schools shall develop necessary procedures, forms or other measures to implement the~~  
 2 ~~goals of this policy.~~

3 ~~A planning coordinator may be designated by the director of schools to help coordinate system-wide~~  
 4 ~~planning efforts, establish and coordinate an issues management process, aid district staff in~~  
 5 ~~developing specific plans, and monitor implementation schedules.~~

6 **SCHOOL IMPROVEMENT PLAN<sup>1</sup>**

7 **The principal of each school shall work with the Director of Schools to develop and implement a**  
 8 **school improvement plan that is student focused and in support of the board improvement plan.**  
 9 **The plan shall be updated annually and address the long-range strategic plan of the school**  
 10 **district.<sup>1</sup>**

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Legal References

1. ~~TRR/MS 0520-1-3-03(16)~~

**1. TCA 49-1-613; TRR/MS 0520-01-02-.31(8);  
State Board of Education Policy 2.101**

**2. TCA 49-3-112**

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Cross References

Role of the Board of Education 1.101

**In-Service and Professional Learning  
Opportunities 5.113**

Qualifications/Duties of the Director of Schools  
5.802

# Sullivan County Board of Education

|  |   |                                  |                                 |
|--|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in January</b> | Descriptor Term:<br><br><b>Revenues</b> | Descriptor Code:<br><b>2.400</b> | Issued Date:<br><b>04/10/12</b> |
|  |   | Rescinds:<br><b>2000, 2001</b>   | Issued:<br><b>02/05/07</b>      |

## 1 *General*

2 Any money collected by any school shall be documented with a receipt.

3 The schools may receive funds collected from activities and for events held at or in connection with  
4 the school, including contracts with other schools for interschool events. To be included in this  
5 accounting are all monies collected from lunch rooms, athletics, entertainments, school clubs, fees,  
6 concessions and all fund raising activities. Each principal shall determine the reconciliation method to  
7 be used for all events which require a ticket.<sup>1</sup>

8 ~~The purchase of items intended for resale for profit through the schools shall be subject to sales tax~~  
9 ~~based on the purchase price to the vendor providing the service or item. Resale items not intended to~~  
10 ~~generate a profit shall be determined by the principal.~~<sup>2</sup>

## 11 **FEES**

12 School fees are to be kept to a minimum and may be expended only for the purposes for which they  
13 were collected. The school shall not require any student to pay a fee to the school for any purpose,  
14 except as authorized by the Board. No fees shall be required of any student as a condition to attend the  
15 school or use its equipment.<sup>3</sup> School fees shall be waived for students who receive free or reduced-  
16 price lunches.<sup>4</sup> No student will be penalized for nonpayment of any ~~materials~~**school** fee.

## 17 **EXTENDED SCHOOL PROGRAM**

18 **Extended school funds shall be collected at the individual schools and receipted and deposited in**  
19 **the school bank account. The principal shall report the collections and pay the Board by school**  
20 **check.**<sup>4</sup>

## 21 **FINES**

22 A student will be held responsible for the cost of replacing any materials or property which the student  
23 loses or damages,<sup>5</sup> including textbooks, library books, equipment and buildings. All money collected  
24 as fines or replacement fees ~~shall be remitted to the Board of Education and placed in the system-wide~~  
25 ~~school fund with the exception of fees for library books which shall be remitted directly to the~~  
26 ~~school.~~ **shall be placed in the system-wide school fund.**

## 27 **TUITION INCOME**

28 Tuition collected from nonresident students shall be placed in the system-wide school fund.

**1 RENTAL INCOME**

2 The principal will collect and remit to the central office all money received for use of a particular  
3 school facility or other school property.

**4 GRANTS**

5 Grants for educational purposes made available by the state and/or federal government may be sought  
6 by the school system but only when the conditions of their availability are in harmony with the  
7 purposes and policies of the Board and the laws of the state and county. Principals may apply for and  
8 receive grants, but funds must be recorded in a separate restricted fund account.<sup>6</sup>

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**Legal References**

1. TCA 49-2-110(a)
2. TCA 67-6-102
3. TCA 49-6-3001(a); TCA 49-2-110(b)
4. TCA 49-2-114

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**Cross References**

Student Activity Funds Management 2.900  
Nonresident Students 6.204  
Student Solicitations/Fund-Raising 6.701  
Student Fees and Fines 6.709

5. TCA 37-10-101; 102
6. *Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-31

# Sullivan County Board of Education

|  |   |                                  |                                 |
|--|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in April</b> | Descriptor Term:<br><b>Fundraising Activities</b> | Descriptor Code:<br><b>2.601</b> | Issued Date:<br><b>09/05/19</b> |
|  |   | Rescinds:<br><b>2.601</b>        | Issued:<br><b>04/04/17</b>      |

1    *General*

2    The following general guidelines shall be followed:

- 3           1. Fundraising activities shall be authorized by the board and shall be for the purpose of  
4           supplementing funds for established school programs and not for supplementing funds which  
5           are the responsibility of the ~~public~~**Board**.
- 6           2. Fundraising companies and other salespersons shall obtain permission in writing from the  
7           director of schools' office in order to visit the schools.
- 8           3. Any commission payable by companies shall be paid in the form of reduced prices to the  
9           students or paid into the activity fund of the school for use by the school. No school employee  
10          shall personally benefit from any fundraising activity.
- 11          4. The principal must obtain written approval from the director of schools or designee for all  
12          fundraising activities, including online fundraising activities, that involve the participation of  
13          the general student population in the marketing process of the fundraising effort. All other  
14          fundraising activities, including online fundraising activities, must have written approval from  
15          the principal and comply with all administrative procedures issued by the Director of Schools.  
16          The authorization request shall contain the following information:<sup>1</sup>
- 17                a. A list of the proposed fundraising activities;
- 18                b. Purpose of the fundraising activity;
- 19                c. Proposed uses of funds raised;
- 20                d. Expected student involvement in fundraising activity (school-wide or individual class or  
21                club); and
- 22                e. Margin of profit and how it is to be paid to the school.
- 23          5. The Director of Schools shall determine whether or not the activity will benefit the school,  
24          contribute to the welfare of the student body, and supplement, not replace, funds necessary to  
25          fulfill the board's required contributions.
- 26          6. Students shall not be excused from a regular class to participate in a fundraising activity. No  
27          grade in a subject or course shall be affected by a student's participation in a fundraising  
28          activity.

1           7. No quotas shall be imposed on students involved, and their efforts shall be voluntary. Students  
2           who do not participate in fundraising activities shall not be punished or discriminated against in  
3           any way.

4           This policy shall not be construed as preventing a teacher from using instructional or informational  
5           materials even though the materials might include reference to a brand, a product, or a service.

## 6           **LOTTERIES**

7           No fundraising activity shall be conducted which distributes prizes or makes awards to winners from  
8           among purchasers of chances by means of tickets through a random selection process.<sup>2</sup>

## 9           **ONLINE FUNDRAISING<sup>1</sup>**

10          **The school district is authorized to utilize online fundraising (e.g., crowdfunding). The Director**  
11          **of Schools/designee shall ensure that adequate internal controls are established and will**  
12          **determine, on a case-by-case basis, when using online fundraising is appropriate.**

13          **An employee shall not engage in online fundraising for educational purposes in his/her official**  
14          **capacity as a district employee or make any reference to non-school sponsored fundraisers,**  
15          **online or otherwise, that would lead another to believe such activity is an approved school**  
16          **fundraiser. Online fundraising shall not be used on behalf and for the benefit of an outside**  
17          **party.**

### 18          **Individual Schools**

19          Individual schools may establish school-wide online fundraising accounts. The accounts must meet all  
20          fundraising requirements established by the board and the *Tennessee Internal School Uniform*  
21          *Accounting Policy Manual*. The principal/designee of each school shall have access to the established  
22          fundraising account to ensure all funds are properly accounted for, and the information is recorded in  
23          the school's accounting records by the designated personnel. ~~Online fundraising shall not be used on~~  
24          ~~behalf and for the benefit of an outside party.~~

25          ~~Employees shall not engage in online fundraising in their official capacity as district employees nor~~  
26          ~~make any reference to non-school sponsored fundraisers, online or otherwise, that would lead another~~  
27          ~~to believe such activity is an approved school fundraiser.~~

## 28          **FUNDRAISING FOR NONEDUCATIONAL PURPOSES<sup>4</sup>**

29          On approval of the principal, an employee may be authorized to raise and use funds for the following  
30          noneducational purposes:

- 31           1. Bereavement support;
- 32
- 33           2. Award recognition;
- 34
- 35           3. Employee morale;
- 36

- 1        4. Banquets; or  
 2  
 3        5. Other situations at the principal's discretion.

4        These funds shall be derived from vending machine revenue, donations, or any other faculty specific  
 5 fundraiser.

6        The Director of Schools shall develop administrative procedures regarding the receipt, disbursement,  
 7 accounting, and auditing of these noneducational funds. The Director of Schools shall ensure that the  
 8 procedures are consistent with board policy and state law and disseminate them to all employees.

9

10        **RECORDKEEPING<sup>1</sup>**

11

12        **The Director of Schools/designed shall ensure that the appropriate records are maintained for**  
 13 **each fundraising activity and shall be responsible for collecting and maintaining the appropriate**  
 14 **documents that show the approving, tracking, and monitoring of each fundraising activity from**  
 15 **beginning to end.**

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Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-30, 4-31
2. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-32
3. Tenn. Op. Att'y Gen. No. 03-049 (Apr. 22, 2003)
4. ~~Public Acts of 2019, Chapter No. 134~~
5. **TCA 49-2-134**

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Cross References

Revenues 2.400  
 School Support Organization 2.404  
 Audits 2.703  
 Vendor Relations 2.809  
 Student Activity Funds Management 2.900  
 Staff Gifts and Solicitations 5.605

|  |  |                                   |  |
|--|--|-----------------------------------|--|
| Monitoring:<br>Review: Annually, in<br>September | Descriptor Term:<br><del>Debit Cards, Credit Cards, &amp; Credit</del><br><b>Lines</b> | Descriptor Code:<br><b>2.8051</b> | Issued Date:<br>Click here to<br>enter a date. |
|  |  | Rescinds:                         | Issued:  |

1 *General*

2 District ~~debit and~~ credit cards shall be maintained by the Director of Schools/designee through  
3 procedures developed and maintained in the district office for the purchase of appropriate goods and  
4 services for district or school related purposes only.<sup>1</sup> The ~~debit and~~ credit cards will be kept in a secure  
5 location, and account numbers will remain confidential. Principals shall be the only employees  
6 authorized to apply for a credit card on a school's behalf.

7 The Director of Schools/designee shall review and approve card transactions. Purchases which are not  
8 approved by the Director of Schools or the Director of Finance will be reimbursed to the district within  
9 ten (10) days of notification.

10 **AUTHORIZED USE**

11 ~~Debit card use shall be limited to small incidental purchases and may not be used for normal operating~~  
12 ~~expenditures.~~

13 Credit cards may be used for transactions in which the use of a standard purchase order is either  
14 impossible or would result in a delay of the delivery of goods or services during an emergency. Credit  
15 cards may also be used to facilitate out-of-town travel for official school business.

16 Card users shall be held accountable for appropriate use of debit and credit cards. Unauthorized use of  
17 a debit card, credit card, or credit line shall be grounds for disciplinary action, including termination of  
18 employment. Cash advances using district credit cards are prohibited.

19 Any school employee that purchases items with the ~~debit card~~, credit card, or any approved credit line  
20 shall follow the guidelines outlined below:

- 21 1. Original receipts for each purchase shall be turned into the bookkeeper within three (3) working  
22 days of purchase;
- 23 2. If the credit card is used to pay for a conference or training, a copy of the registration form shall  
24 be turned in;
- 25 3. The bookkeeper or a separate employee shall check off on purchases and the physical inventory  
26 that is purchased;
- 27
- 28
- 29

- 1 4. All purchases shall be district or school related purchases;
- 2
- 3 5. If there is any incurred finance or late charges, the responsibility will belong to the person or
- 4 program associated with said charges; and
- 5
- 6 6. Under no circumstances will the ~~debit card~~, credit card, or credit line be used to make personal
- 7 purchases.

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Legal References

1. *Tennessee Internal School Uniform Accounting Procedure Manual*, Section 4-8; Section 4-11 through 4-13

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Cross References

Executive Committee 1.301  
Purchasing 2.805  
Purchase Orders and Contracts 2.808

# Sullivan County Board of Education

|   |  |                                  |                                 |
|---|--|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually, in December</b> | Descriptor Term:<br><b>Promotion and Retention</b> | Descriptor Code:<br><b>4.603</b> | Issued Date:<br><b>04/23/20</b> |
|   |  | Rescinds:<br><b>4.603</b>        | Issued:<br><b>04/10/12</b>      |

## 1 **PROMOTION<sup>1</sup>**

2 ~~The Director of Schools/designee shall promote students to the next grade level based on the~~  
3 ~~successful completion of required academic work or demonstration of satisfactory progress in each of~~  
4 ~~the relevant academic areas. However, no student enrolled in the third grade shall be promoted unless~~  
5 ~~the student has shown a basic understanding of curriculum and the ability to perform the skills required~~  
6 ~~in the subject of reading as demonstrated by the student's grades or standardized test results. This~~  
7 ~~requirement shall not apply to students who are participating in a board approved, research-based~~  
8 ~~intervention prior to the beginning of the next school year or to students who have an individualized~~  
9 ~~education program (IEP).<sup>2</sup>~~

## 10 **General**

11 **All promotion and retention decisions shall be made on a case-by-case basis and comply with**  
12 **state and federal law. All decisions shall be made in consultation with a student's IEP and/or 504**  
13 **team, if applicable.<sup>1</sup>**

14 Students who have difficulty in achieving the requirements for promotion **may be considered** for  
15 retention. Schools shall identify these students by February 1<sup>st</sup>. Factors used to identify students for  
16 retention shall include:<sup>2</sup>

- 17 1. Ability to perform at the current grade level;
- 18
- 19 2. Results of local assessments, screening, or monitoring tools;
- 20
- 21 3. State assessments, as applicable;
- 22 4. **Home Literacy Reports;**<sup>3</sup>
- 23
- 24 5. Overall academic achievement of the student;
- 25
- 26 6. Likelihood of success with more difficult material if promoted to the next grade;
- 27
- 28 7. Attendance record; and
- 29
- 30 8. ~~Social and emotional~~ **The student's** maturity.

31 Students may be identified for retention after the February 1<sup>st</sup> deadline if the delay in identifying a  
32 student is due to:<sup>4</sup>

- 1 1. Date of enrollment;
- 2
- 3 2. Additional information acquired after results of local assessment, screening, or monitoring are
- 4 released; or
- 5
- 6 ~~3. Attendance record after February 1 until end of the school year.~~

## 7 PROMOTION PLANS<sup>5</sup>

8 When a student ~~is considered~~ **is identified** for retention, the student's parent(s)/guardian(s) shall be  
9 notified within fifteen (15) calendar days, and an individualized promotion plan shall be developed to  
10 help the student avoid retention. The plan shall be developed in coordination with the student's  
11 teachers, **IEP or 504 team, if applicable**, and may also include input from the student's  
12 parent(s)/guardian(s), school counselor, or other appropriate school personnel. ~~A copy of the plan will~~  
13 ~~be provided to the student's parent(s)/guardian(s).~~

14 ~~The Director of Schools shall develop procedures governing how decisions on retention will be made~~  
15 ~~after the student begins work on his/her individualized promotion plan.~~

16 **Promotion plans shall incorporate evidence-based strategies, including expectations and**  
17 **measurements that will verify whether a student has made sufficient progress to be promoted to**  
18 **the next grade level, and be tailored to the student's learning needs. Promotion plans for**  
19 **students in third and fourth grade will include additional requirements for promoting students**  
20 **in these grades. A copy of the plan will be provided to the student's parent(s)/guardian(s), and**  
21 **the school shall offer the opportunity for a parent-teacher conference to discuss the plan. If a**  
22 **student is not making progress on the promotion plan, then the strategies shall be modified.**  
23 **Parent(s)/guardian(s) shall be provided with any changes to the promotion plan.**

24 **A student who demonstrates sufficient academic progress according to his/her promotion plan**  
25 **shall be promoted to the next grade level unless retention is required per additional requirement**  
26 **for students in third and fourth grade.**<sup>6</sup>

27 **If a student has not demonstrated sufficient academic progress according to his/her promotion**  
28 **plan by the end of the school year, the student shall be eligible to enroll in a summer reading or**  
29 **learning program, if available. Parent(s)/guardian(s) shall be notified of a decision for retention**  
30 **at least ten (10) calendar days prior to the start of the next school year if the student was enrolled**  
31 **in a summer program. However, if the student wasn't enrolled in a summer program, the**  
32 **parent(s)/guardian(s) shall be notified of a decision for retention at least thirty (30) calendar days**  
33 **prior to the start of the next school year.**<sup>7</sup>

### 34 ~~K—3 Reading Notification~~

35 ~~If it is determined through a student's overall performance or a state or local assessment that a student~~  
36 ~~in grades kindergarten through three (K-3) is not meeting grade-level standards in reading, the~~  
37 ~~student's parent(s)/guardian(s) shall be notified within fifteen (15) calendar days of such~~  
38 ~~determination.~~

## 39 **RETENTION**<sup>+6</sup>

1 A student may be retained when such retention is in the best interest of the student. ~~However, a student~~  
2 ~~shall not be retained more than once in any grade.~~ **or when retention is required per additional**  
3 **requirements for students in third and fourth grade.**

#### 4 **Decision of Retention – General<sup>8</sup>**

5 If a student is retained, the Director of Schools/designee shall develop an individualized academic  
6 remediation plan ~~prior to the start of the next school year~~ **within thirty (3) calendar days after the**  
7 **beginning of the next school year.** A copy of the plan shall be provided to the student's  
8 parent(s)/guardian(s) within ten (10) calendar days of its development. This plan shall include at least  
9 one of the following strategies:

- 10 1. Adjustment to the current instructional strategies or materials;
- 11
- 12 2. Additional instructional time;
- 13
- 14 3. Individual tutoring ~~outside of school hours~~;
- 15
- 16 4. Modification to the student's classroom assignment to ensure the student receives  
17 instruction from a teacher with a level of overall effectiveness of above expectations (level  
18 4) or significantly above expectations (level 5); or
- 19
- 20 5. Attendance or truancy interventions.

21 ~~The Director of Schools shall develop procedures to ensure appropriate recordkeeping of students who~~  
22 ~~are retained.~~

23 ~~For the purpose of determining the effectiveness of retention toward improving student achievement,~~  
24 ~~the progress of retained students shall be closely monitored and reported to parent(s)/guardian(s) at~~  
25 ~~least three (3) times during the school year in which the student is retained.~~

26 **A student shall not be retained more than once in any grade. The progress of students who are**  
27 **retained shall be closely monitored and reported to parent(s)/guardian(s) at least three (3) times**  
28 **during the school year in which the student is retained. The Director of Schools shall develop**  
29 **procedures to ensure appropriate recordkeeping of students who are retained.**

#### 30 **Decision of Retention – Third Grade<sup>9</sup>**

31 **Third grade students shall not be promoted to the next grade unless they are determined to be**  
32 **proficient (i.e., receive a performance level rating of “on track” or “mastered”) in English**  
33 **language arts (ELA) based on the student's most recent TCAP test.**

34 **Students who are not proficient in ELA may still be promoted if the following conditions are**  
35 **met:**

- 1 **1. A student in third grade receiving a performance level rating of “approaching” on the**  
2 **ELA portion of the student’s most recent TCAP test may be promoted if:**  
3  
4 **a. The student is an English language learner and has received less than two (2) full**  
5 **years of ELA instruction;**  
6 **b. The student was previously retained in grades K-3;**  
7 **c. The student is retested before the next school year and scores proficient in ELA;**  
8 **d. The student attends a learning loss bridge camp before the next school year,**  
9 **maintains a ninety percent (90%) attendance rate, and demonstrates adequate**  
10 **growth on the post-test at the end of the camp;**  
11 **e. The student receives tutoring for the entirety of the next school year in accordance**  
12 **with state law; or**  
13 **f. Beginning with the 2023-2024 school year, the student demonstrates proficiency in**  
14 **ELA standards by scoring within the fiftieth percentile on the most recently**  
15 **administered state-provided benchmark assessment and the district provides**  
16 **tutoring services to the student during the entire fourth grade school year and**  
17 **notifies the student’s parent/guardian, in writing, of the benefits of enrolling the**  
18 **student in summer programming.**  
19  
20 **2. A student in third grade receiving a performance level rating of “below” on the ELA**  
21 **portion of the student’s most recent TCAP test may be promoted if:**  
22  
23 **a. The student is an English language learner and has received less than two (2) full**  
24 **years of ELA instruction;**  
25 **b. The student was previously retained in grades K-3;**  
26 **c. The student is retested before the next school year and scores proficient in ELA; or**  
27 **d. The student attends a learning loss bridge camp before the next school year,**  
28 **maintains a ninety percent (90%) attendance rate, and receives tutoring for the**  
29 **entirety of the next school year in accordance with state law.**

30 **Decision of Retention – Fourth Grade<sup>9</sup>**

31 **Students in the following categories shall show adequate growth in the following ways before**  
32 **being promoted to the fifth grade:**

- 33 **1. A student who is promoted to the fourth grade due to receiving tutoring for the entirety of**  
34 **the next school year in accordance with state law or because of attending a learning loss**  
35 **bridge camp must maintain a ninety percent (90%) attendance rate; and**  
36  
37 **2. A student receiving tutoring for the entirety of the next school year in accordance with**  
38 **state law shall be required to show adequate growth on the fourth grade ELA portion of**  
39 **TCAP before the student may be promoted to fifth grade.**

40 **A student shall not be retained more than once in fourth grade.**

41 **Decision of Retention – Students with Disabilities<sup>10</sup>**

1 Retention and promotion decisions shall be made on a case-by-case basis and in consultation  
 2 with the student's IEP and/or 504 team to determine whether the student's performance on the  
 3 ELA portion of TCAP was due to the student's disability. The school district shall not retain a  
 4 student with a disability or a suspected disability that impacts their ability to read.

## 5 APPEALS<sup>7,11</sup>

6 When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the  
 7 decision to retain the student and provided with information on the right to appeal the decision.  
 8 Appeals shall be made to a committee appointed by the principal within three (3) days. The  
 9 student and his/her parent(s)/guardian(s) shall be provided written or actual notice of the appeal  
 10 hearing and shall be given the opportunity to address the committee. The committee shall  
 11 conduct a hearing within ten (10) days to determine if the student will be promoted and issue  
 12 such decision within three (3) days. Upon notification of the committee decision, the principal  
 13 shall send written notification to the Director of Schools/designee and the parent(s)/guardian(s).  
 14 The notification shall advise parent(s)/guardian(s) of their right to appeal such action within  
 15 three (3) days to the Director of Schools/designee.

16 The appeal shall be heard no later than ten (10) business days after the request for appeal is  
 17 received. A decision shall be issued within three (3) days.

18 Within five (5) business days of the Director of Schools/designee rendering a decision, the  
 19 student's parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review  
 20 the record. Following the review, the Board may affirm or overturn the decision of the Director  
 21 of Schools/designee. The action of the Board shall be final.

22 For students where retention is required per the additional requirements for students in third  
 23 and fourth grade, parent(s)/guardian(s) may appeal this decision in accordance with state law.<sup>12</sup>

### Legal References

1. 20 USCA § 1400 et seq.; 29 U.S.C. § 794 (Section 504); TRR/MS 0520-01-03-.16; TCA 49-6-3115
2. TRR/MS 0520-01-03-.16(5)
3. TCA 49-1-905(e)
4. TRR/MS 0520-01-03-.16(4)
5. TRR/MS 0520-01-03-.16(6)
6. TRR/MS 0520-01-03-.16(6)(f)
7. TRR/MS 0520-01-03-.16(6)(e)
8. TRR/MS 0520-01-03-.16(6)(g)
9. TRR/MS 0520-01-03-.16(7)
10. 29 U.S.C. § 794 (Section 504); 20 USCA § 1400 et seq.; TRR/MS 0520-01-03-.16(7)(e)
11. TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)
12. TRR/MS 0520-01-03-.16(7)(f)

### Cross References

- Credit Recovery 4.210
- Grading System 4.600
- Reporting Student Progress 4.601
- Attendance 6.200
- Student Assignments 6.205
- Homeless Students 6.503
- Student Records 6.600



# Sullivan County Board of Education

|   |   |                           |                          |
|---|---|---------------------------|--------------------------|
| Monitoring:<br><br>Review: Annually,<br>in November | Descriptor Term:<br><br><b>Special Programs</b><br><b>Homebound/Remedial</b><br>Homebound Instruction | Descriptor Code:<br>4.206 | Issued Date:<br>04/10/12 |
|   |   | Rescinds:                 | Issued:                  |

1 **REMEDIAL INSTRUCTION**

2 ~~The remedial program will concentrate mainly on improvement of reading and math skills for the most~~  
 3 ~~educationally needy students. Various materials will be used to supplement the work being done in the~~  
 4 ~~classroom.~~

5 ~~Instructional assistants will assist students in reading and math, working under the direction of the~~  
 6 ~~regular classroom teacher.~~

7 **HOMEBOUND INSTRUCTION**

8 The Homebound Instruction Program is for students who, because of health impairments **of a medical**  
 9 **condition**, are unable to attend the regular instructional program. <sup>2</sup> **The homebound instruction**  
 10 **program shall consist of three (3) hours of instruction per week while school is in session for a**  
 11 **period of time determined, on a case-by-case basis, by the district.**

12 To qualify for the Homebound Program **this program**, a student must have a health impairment of  
 13 sufficient seriousness to anticipate that the student will be **shall have a medical condition that will**  
 14 **require the student to be absent for a minimum of ten (10) consecutive school instructional days, or**  
 15 **for an aggregate of at least ten (10) instructional days for a student who has a chronic medical**  
 16 **condition**. The student must **shall** be certified by a physician as being health-impaired and unable to  
 17 attend the regular instructional program **his/her treating physician as having a medical condition**  
 18 **that prevents him/her from attending regular classes**. The services provided the homebound student  
 19 should **shall** reflect **the student's** capabilities and be determined by the homebound instructor, after  
 20 consultation with appropriate professional staff of the student's assigned school.

21 **Recertification may be obtained after the expiration of each period of homebound instruction if**  
 22 **the student's treating physician certifies, in writing, that the student has a medical condition that**  
 23 **prevents him/her from returning to regular classes.**

24 **Students eligible for homebound services must currently be enrolled in a Sullivan County school.**  
 25 **All of the proper homebound forms must be completed entirely before a student will be**  
 26 **considered for homebound instruction. Students receiving services may not participate in**  
 27 **school-based extra-curricular activities and/or volunteer assignments without prior approval.**  
 28 **Students maintaining employment are not eligible for homebound services. Homebound**  
 29 **paperwork should be turned in as soon as possible, and instruction cannot begin until all**  
 30 **necessary paperwork is on file. Failure to attend homebound instruction sessions may result in**

1 termination of services, and the student will be required to return to school or be counted absent  
2 by the school.

3 **HOMEBOUND PROGRAM FOR PREGNANT STUDENTS**<sup>1</sup>

The homebound instruction program for pregnant students shall consist of three (3) hours of instruction per week for a period of six (6) weeks.<sup>2</sup>

The student's physician shall recommend, in writing, the six-week period for which the student shall be eligible for homebound instruction.

A homebound instruction program for longer than the six (6) week period shall only be provided to a student who is certified in writing by her physician as having health complications arising from the pregnancy that prevent her from returning to regular classes.

4  
5  
6  
7

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Legal References

1. TCA 49-10-1102
2. TRR/MS 0520-1-2-.10

## New and Renewed Courses for the 2024-2025 School Year

### **Microbiology**

Grade(s): 11, 12

Prerequisites: Biology I, Biology II

This course will introduce the basic concepts of microbiology, classification, metabolic activity and the effect of physical and chemical agents on microbial populations. Host-parasite interactions. Infectious agents, methods of transmission, and control.

### **Appalachian History (State Approved, Board Approved)**

Grade(s): 9, 10, 11, 12

Prerequisites: None

This course is recommended for students who have a genuine interest in Appalachian Studies. The course will include early Native Americans, Explorers, and Settlers of East Tennessee. This course will enhance students' knowledge of State EOC with chapters on Perfect 36 and state and national leaders and heroes such as York, Hull, and Senator Baker. It also includes chapters on the 1920s in Johnson City and other areas in regard to Prohibition, the Monkey Trials, and the Depression. The course will be designed to develop critical thinking skills by using various independent research methods. It will also be document-based and writing-intensive.

### **The History of WWII (State Approved, Board Approved)**

Grade(s): 10, 11, 12

Prerequisites: None

The purpose of this course is to provide the students with a broad view and comprehensive understanding of World War II as a global event. The course will cover the war's causes, conduct, and consequences. It will cover the war from the perspective of the European theatre, Pacific theatre, U.S. home front, and the Holocaust. The course will define the changes to the U.S. both during and after the war.

### **Introduction to Astronomy**

#### **Astronomy**

Grade(s): 12

Prerequisites: None

Seniors will be given first priority during enrollment. This class will be a survey of astronomy from ancient cultures to the present day. The nature of light and gravity will be discussed, as well as telescopes and astronomical observations and the evolution and dynamics of Earth, our solar system, galaxy, and the universe as a whole.

Astronomy is the formal study of the sun, moon, stars, planets, comets, galaxies, gas, dust, and other non-Earthly phenomena. Long ago, this course used to be taught along with astrology, but now is now aligned with other scientific fields, such as physics, physical science, and geology. Astronomy is one of the world's oldest physical sciences, and because of the uniqueness of the field, teachers find themselves using advanced technology, physical and hands-on activities, and creative approaches to introduce subject material. While this course is often lecture-based, teaching students in high school often involves a blend of using astronomy-related software applications and planetarium field trips. Astronomy is an excellent way to inspire and excite students to the field of science.

**General Purpose School Fund**

**Budget Amendment**

**2/1/2024**

| <b>Account Number</b> | <b>Account Description</b> | <b>2023-24<br/>Budgeted<br/>Amount</b> | <b>2023-24<br/>Requested<br/>Amended<br/>Amount</b> | <b>2023-24<br/>Increase<br/>(Decrease)</b> |
|-----------------------|----------------------------|--|---|--|
| <b>Item #1</b>        |                            |  |   |  |
| 72710-338-010         | Maint & Repairs-Vehicles   | \$12,000.00                            | \$14,000.00   | \$2,000.00                                 |
| 72710-424-010         | Garage Supplies            | \$6,500.00                             | \$6,364.73  | -\$135.27                                  |
| 72710-450-010         | Tires and Tubes            | \$12,000.00                            | \$9,000.00  | -\$3,000.00                                |
| 72710-453-010         | Vehicle Parts              | \$30,000.00                            | \$32,635.27   | \$2,635.27                                 |
| 72710-717-010         | Maintenance Equipment      | \$1,500.00                             | \$0.00  | -\$1,500.00                                |

**To reallocate funds within the Transportation Maintenance Budget.**

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*Sullivan County*  
*Board of County Commissioners*  
*242<sup>nd</sup> Annual Session*

Item  
No. 2024-2-

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of February, 2024.

**RESOLUTION to Recognize the Carryover Funds from the FY 2023 Safe Schools Grant in the 2023-24 budget.**

**WHEREAS**, the Sullivan County Department of Education received funding through the state of Tennessee to support safe schools; and

**WHEREAS**, at the end of the FY 23, the state approved for the remaining grant funds of \$44,644.26 to be carried over into FY24; and

**NOW THEREFORE BE IT RESOLVED** that the **Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby authorizes the Sullivan County Department of Education to recognize said grant carryover funds; not to exceed the above amount (\$44,644.26). The revenue and expenditure account codes for the grant are as follows:**

| <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> |
|-----------------------|----------------------------|---------------|
| 46590-176             | Other State Grants         | 44,644.26     |
| 72210-355-176         | Travel                     | 2,000.00      |
| 72620-701-176         | Administration Equipment   | 42,644.26     |

This resolution shall take effect from and after its passage. All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

Approved this 15th day of February, 2024.

Attest: \_\_\_\_\_  
Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
Richard S. Venable, County Mayor

**Sponsored By:**  
**Co-Sponsor(s):**  
**ACTIONS:**



*Sullivan County*  
*Board of County Commissioners*  
*242<sup>nd</sup> Annual Session*

Item  
No. 2024-2-

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of February, 2024.

**RESOLUTION to Recognize the FY 2024 Public School Security Grant funds in the 2023-24 budget**

**WHEREAS**, the Sullivan County Department of Education has received funding through the state of Tennessee to support school security; and

**WHEREAS**, the funds granted to Sullivan County Department of Education for the 2023-24 year are \$335,359.46;

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby authorizes the Sullivan County Department of Education to recognize said grant funds; not to exceed the above amount (\$335,359.46). The revenue and expenditure account codes for the grant are as follows:

| <b>Account Number</b> | <b>Account Description</b> | <b>Amount</b> |
|-----------------------|----------------------------|---------------|
| 46980-719             | Other State Grants         | 335,359.46    |
| 72210-355-719         | Travel                     | 3,000.00      |
| 72620-701-719         | Administrative Equipment   | 332,359.46    |

This resolution shall take effect from and after its passage. All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

Approved this 15th day of February, 2024.

Attest: \_\_\_\_\_  
Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
Richard S. Venable, County Mayor

**Sponsored By:**  
**Co-Sponsor(s):**  
**ACTIONS:**



*Sullivan County*  
*Board of County Commissioners*  
*242<sup>nd</sup> Annual Session*

Item  
 No. 2024-2-

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of February, 2024.

**RESOLUTION to Recognize the FY 2024 State Special Education Preschool Grant funds in the 2023-24 budget**

**WHEREAS**, the Sullivan County Department of Education has received funding through the state of Tennessee to supplement special education preschool; and

**WHEREAS**, the funds granted to Sullivan County Department of Education for the 2023-24 year are \$91,259.70;

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby authorizes the Sullivan County Department of Education to recognize said grant funds; not to exceed the above amount (\$91,259.70). The revenue and expenditure account codes for the grant are as follows:

| Account Number | Account Description       | Amount    |
|----------------|---------------------------|-----------|
| 46515-721      | Early Childhood Education | 91,259.70 |
| 71200-163-721  | Educational Assistants    | 73,923.45 |
| 71200-189-721  | Other Salaries & Wages    | 10,000.00 |
| 71200-201-721  | Social Security           | 4,583.25  |
| 71200-212-721  | Employer Medicare         | 1,071.90  |
| 71200-429-721  | Instruct Supplies & Mtls  | 1,000.00  |
| 71200-499-721  | Other Supplies & Mtls     | 681.10    |

This resolution shall take effect from and after its passage. All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

Approved this 15th day of February, 2024.

Attest: \_\_\_\_\_  
 Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
 Richard S. Venable, County Mayor

**Sponsored By:**  
**Co-Sponsor(s):**  
**ACTIONS:**



*Sullivan County*  
*Board of County Commissioners*  
*242<sup>nd</sup> Annual Session*

Item  
No. 2024-2-

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of February, 2024.

**RESOLUTION to recognize the remaining appropriation from the Sullivan County General Fund in the amount of \$51,787.78 in a restricted account in the General Purpose School Budget.**

**WHEREAS** the Sullivan County Commission approved at its regular session on August 18, 2022 Resolution No. 2022-08-77 that approved a one-time appropriation of \$63,000 from Sullivan County General Fund to expend on softball/baseball turf infield projects at Sullivan East High School; and,

**WHEREAS** both projects have now been completed and funds remain in the account of the Sullivan County General Fund;

**NOW THEREFORE BE IT FURTHER RESOLVED THAT the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby authorizes amending the General Purpose School Budget to reflect the balance of the one-time appropriation from the Sullivan County General Fund added to a restricted account in the General Purpose School budget for the purpose of projects for East High Athletic Program to be split even between Boys and Girls Programs.**

This resolution shall take effect from and after its passage. All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

*Waiver of Rules Requested*

Approved this 15th day of February, 2024.

Attest: \_\_\_\_\_  
Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
Richard S. Venable, County Mayor

**Sponsored By:**  
**Co-Sponsor(s):**  
**ACTIONS:**