



Board of Education Regular Meeting  
January 2, 2025 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 December 10, 2024
  - b. Field Trip Requests
4. Public Comment - Agenda Items
5. Director's Comments
6. Unfinished Business
  - a. Policy 6.308 Bus Conduct - Approval on 2nd Reading
  - b. SEHS Press Box Funding
  - c. Excel Energy Group Lighting Project Funding
  - d. Sullivan Central Middle School Painting Quote
7. New Business
  - a. Policy 6.200 Attendance - Waiver of Rules/Adopt on 1st Reading
  - b. Barrett's Lawn Care
  - c. New Program/Recruiting Tool
  - d. State Special Education Preschool Grant
  - e. Federal Projects Restricted Account
8. Public Comment - Non-Agenda Items
9. Board Chairman Comments
10. Adjournment

# Sullivan County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term:  <b>Bus Conduct</b>	Descriptor Code: <b>6.308</b>	Issued Date: <b>01/07/21</b>
		Rescinds: <b>6.308</b>	Issued: <b>10/14/18</b>

1 In order to maintain conditions and atmosphere suitable for learning, no person shall enter onto a school  
2 bus except students assigned to that bus or parents of students or other persons with lawful and valid  
3 business on the bus.<sup>1</sup>

4 The school bus is an extension of school activity; therefore, students shall conduct themselves on the bus  
5 in a manner consistent with the established standards for safety and classroom behavior.

6 Students are under the supervision and control of the bus driver while on his/her bus, and all reasonable  
7 directions given by him/her shall be followed. ~~A driver may remove a student in the event that the driver  
8 finds it necessary for the safety of the other student passengers or the driver, provided that the driver  
9 secures the safety of the ejected student for the uncompleted trip.~~ **A driver shall not remove a student  
10 from the bus unless the Transportation Supervisor, school administration, or the School Resource  
11 Officer has been contacted and has given approval to do so. In such cases, the driver must ensure  
12 the safety of the other students on the bus and take steps to secure the safety of the ejected student  
13 for the remainder of the trip.** A driver shall report to school authorities as soon as possible, but no later  
14 than the end of the route, any student refusing to obey the driver or exiting the bus without the driver's  
15 permission at a point other than the student's destination for that trip.<sup>2</sup>

16 The principal of the student transported shall be informed by the bus driver of any serious discipline  
17 problem and may be called upon to assist if necessary. A student may be denied the privilege of riding  
18 the bus if the principal determines that his/her behavior is such as to cause disruption on the bus, or if  
19 he/she disobeys state or local rules and regulations pertaining to student transportation.

20 The suspension of a student from riding the school bus shall follow the same procedures as for any other  
21 school suspension.

22 Any student who gets off the bus at any point between school and designated drop off point must present  
23 the bus driver with a note of authorization from the parent or the principal of the school that the student  
24 attends.

25 Any student wishing to ride a bus other than his/her designated bus must have written parental permission  
26 and the approval of the principal or his/her designee.

27 Students who transfer from bus to bus while en route to and from school shall be expected to abide by  
28 the discipline policies adopted by the Board and rules adopted by the staff of the terminal school.

## 29 **USE OF PHOTOGRAPHS AND VIDEO FOOTAGE**

30 Cameras or video cameras may be used to monitor student behavior on school vehicles transporting  
31 students to and from school or extracurricular activities. Photographs and video footage shall be used  
32 only to promote the order, safety, and security of students, staff, and property. Students in

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1 violation of bus conduct rules shall be subject to disciplinary action in accordance with established  
2 board policy and regulations governing student conduct and discipline.

3 The district shall comply with all applicable state and federal laws related to photographs and video  
4 footage.<sup>3</sup> These materials shall be maintained for the duration of the storage device re-recording.  
5 Parent(s)/guardian(s) may submit requests to view photographs and video footage to the Director of  
6 Schools/designee, and a time shall be arranged for viewing. The Director of Schools/designee shall be  
7 present when parent(s)/guardian(s) are provided the opportunity to review photographs and video  
8 footage.<sup>4</sup> The Director of Schools shall develop procedures governing the use of cameras and video cameras  
9 in accordance with the provisions of state and federal law and established board policies.

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Legal References

1. TCA 49-6-2008
2. TCA 49-6-2118(d)
3. TCA 10-7-504; 20 USCA §1232g
4. TCA 49-6-2119

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Cross References

- Student Transportation Management 3.400
- Scheduling and Routing 3.401
- Code of Conduct 6.300
- Suspension 6.316
- Student Records 6.600
- Annual Notification of Rights 6.401
- Inspection & Correction of Student Records 6.602

# Sullivan County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <h2 style="margin: 0;">Attendance</h2>	Descriptor Code: <b>6.200</b>	Issued Date: <b>08/08/23</b>
		Rescinds: <b>6.200</b>	Issued: <b>12/05/19</b>

1 Attendance is a key factor in student achievement and therefore, students are expected to be present  
 2 each day school is in session.

3 The Director of Schools/designee shall ensure that this policy is posted in each school building and  
 4 disseminated to all students, parent(s)/guardian(s), teachers, and administrative staff.

5 The attendance supervisor shall oversee the entire attendance program which shall include:<sup>1</sup>

- 6 1. All accounting and reporting procedures and their dissemination;
- 7 2. Alternative program options for students who severely fail to meet minimum attendance  
8 requirements;
- 9 3. Ensuring that all school age children attend school;
- 10 4. Providing documentation of enrollment status upon request for students applying for new or  
11 reinstatement of driver's permit or license; and
- 12 5. Notifying the Department of Safety whenever a student with a driver's permit or license  
13 withdraws from school.<sup>2</sup>

14 Student attendance records shall be given the same level of confidentiality as other student records.  
 15 Only authorized school officials with legitimate educational purposes may have access to student  
 16 information without the consent of the student or parent/guardian.<sup>3</sup>

17 Absences shall be classified as either excused or unexcused as determined by the principal or his/her  
 18 designee. Excused absences shall include:<sup>4</sup>

- 19 1. Personal illness;
- 20 2. Illness of immediate family member;
- 21 3. Death in the family;
- 22 4. Extreme weather conditions;
- 23 5. Religious observances;<sup>5</sup>
- 24 6. Pregnancy
- 25 7. School endorsed activities;
- 26 8. Summons, subpoena, or court order; or
- 27 9. Circumstances which in the judgment of the principal create emergencies over which the  
 28 student has no control.

1 The principal shall be responsible for ensuring that:<sup>6</sup>

- 2 1. Attendance is checked and reported daily for each class;
- 3 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for
- 4 the majority of the day;
- 5 3. All student absences are verified;
- 6 4. Written excuses are submitted for absences and tardiness;
- 7 5. System-wide procedures for accounting and reporting are followed.

## 8 **TRUANCY**

9 Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that  
10 attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled  
11 school day in order to be counted present. Students may attend part-time days, alternating days, or for a  
12 specific amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be  
13 considered present for school attendance purposes. If a student is required to participate in a remedial  
14 instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s)  
15 and the school district provides transportation, unexcused absences from these programs shall be  
16 reported in the same manner.<sup>7</sup>

17 A student who is absent five (5) days without adequate excuse shall be reported to the Director of  
18 Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's  
19 absence. If a parent/guardian does not provide documentation within adequate time excusing those  
20 absences, or request an attendance hearing, then the Director of Schools shall implement the  
21 progressive truancy intervention plan described below prior to referral to juvenile court.

### 22 *Progressive Truancy Intervention Plan*<sup>8</sup>

23 Prior to referral to juvenile court, the following progressive truancy intervention plan will be  
24 implemented.

#### 25 **Tier I**

26 Tier I of the progressive truancy intervention plan shall include the following:

- 27 1. A conference with the student and the student's parent(s)/guardian(s);
- 28 2. An attendance contract, based on the conference, signed by the student, the  
29 parent(s)/guardian(s), and an Attendance Supervisor/designee. The contract shall include:  
30
  - 31 a. A specific description of the school's attendance expectations for the student;
  - 32 b. The period for which the contract is effective; and
  - 33 c. Penalties for additional absences and alleged school offenses, including additional  
34 disciplinary action and potential referral to juvenile court; and  
35

1           3. Regularly scheduled follow-up meetings to discuss the student's progress.

2    **Tier II**

3    If a student accumulates additional unexcused absences in violation of the attendance contract in Tier I,  
4    the student will be subject to Tier II.

5    Under this tier, a school employee shall conduct an individualized assessment detailing the reasons a  
6    student has been absent from school. The employee may refer the student to counseling, community-  
7    based services, or other services to address the student's attendance problems.

8    **Tier III**

9    This tier shall be implemented if the truancy interventions under Tier II are unsuccessful.

10   These interventions shall be determined by a team formed at each school. The interventions shall  
11   address student needs in an age-appropriate manner. Finalized plans shall be approved by the Director  
12   of Schools/designee.

13   **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY<sup>9</sup>**

14   A principal/designee may excuse a student to participate in non-school sponsored extracurricular  
15   activities. The principal shall document the approval in writing and shall excuse no more than ten (10)  
16   absences each school year. No later than seven (7) business days prior to the student's absence, the  
17   student shall provide documentation to the school as proof of the student's participation along with a  
18   written request for the excused absence from the student's parent/guardian. The request shall include  
19   the following:

- 20           1. Student's name and personal identification number;  
21           2. Student's grade;  
22           3. The dates of the student's absence;  
23           4. The reason for the student's absence; and  
24           5. The signatures of the student and parent/guardian.

25   **RELEASED TIME COURSE<sup>10</sup>**

26   A principal/designee may excuse a student to attend a course in religious moral instruction for up to  
27   one (1) class period per school day. Students shall not be excused during any class which requires an  
28   examination for state or federal accountability purposes.

29   The student shall submit a written consent form signed by the student's parent/guardian prior to  
30   participation in the released time course. The principal/designee shall document the approval in  
31   writing. The student shall provide documentation to the principal/designee as proof of the student's  
32   participation in the released time course.

- 1 The district shall not be responsible for transporting students to and from the place of instruction.
- 2 Upon submission of the student's transcript from the entity that provided the released time course, the
- 3 student may be awarded ~~one-half (1/2)~~ **one (1)** unit of elective credit.
- 4 The Director of Schools shall develop procedures with secular criteria for determining whether credit
- 5 shall be awarded.

#### 6 **MAKE-UP WORK**

7 Students are granted the opportunity to make-up school work missed due to any absences, including  
8 unexcused absences and/or suspensions. However, for students make up work for unexcused absences  
9 and/or suspensions, the highest score they may receive for the work is 80% of a perfect score. For all  
10 students making up work missed due to absences, whether excused, unexcused or suspension, the  
11 following conditions must be met:

- 12 1. It is the student's responsibility to initiate arrangements for making up work.
- 13 2. A student will complete written make-up work within a time period equal to the number of
- 14 days missed unless an extension is granted by the teacher.
- 15 3. If make-up tests, quizzes, etc. are scheduled at other than normal student hours, the student
- 16 must be notified at least twenty-four (24) hours in advance.
- 17 4. If a student and/or parent refuses the opportunity to serve ISS or to attend Alternative School,
- 18 the student forfeits the opportunity to make up work for the days of out-of-school suspension.

#### 19 **STATE-MANDATED TESTS/END OF COURSE EXAMS**

20 Students who are absent the day of the scheduled End of Course Exams must present a signed doctor's  
21 excuse or must have been given an excused release by the principal prior to testing to receive an  
22 excused absence. Students who have excused absences will be allowed to take a make-up exam.  
23 Excused students will receive an incomplete in the course until they have taken the End of Course  
24 Exam. Students who have an unexcused absence shall receive a failing grade on the course exam.

#### 25 **CREDIT/PROMOTION DENIAL**

26 Credit/promotion denial determinations may include student attendance, however student attendance  
27 may not be the sole criterion.<sup>11</sup> However, if attendance is a factor, prior to credit/promotion denial, the  
28 following shall occur:

- 29 1. Parents and students shall be advised if a student is in danger of credit/promotion denial due to
- 30 excessive absenteeism.
- 31 2. Procedures in due process are available to the student when credit or promotion is denied.

## 1 **DRIVER'S LICENSE REVOCATION<sup>2</sup>**

2 A student who has more than ten (10) consecutive or fifteen (15) unexcused absences during any  
3 semester shall be ineligible to retain a driver's permit or license.

## 4 **ATTENDANCE HEARING<sup>12</sup>**

5 Students with excessive (more than five (5)) unexcused absences or those in danger of  
6 credit/promotion denial shall have the opportunity to appeal to an attendance hearing committee  
7 appointed by the principal. If the student chooses to appeal, the student or his/her parent(s)/guardian(s)  
8 shall be provided written or actual notice of the appeal hearing and shall be given the opportunity to  
9 address the committee. The committee will conduct a hearing to determine if any extenuating  
10 circumstances exist to excuse an absence(s) or to determine if the student has met attendance  
11 requirements that will allow him/her to pass the course or be promoted. Upon notification of the  
12 attendance committee decision, the principal shall send written notification to the Director of  
13 Schools/designee and the parent(s)/guardian(s) of the student of any action taken regarding the  
14 excessive unexcused absences. The notification shall advise parent(s)/guardian(s) of their right to  
15 appeal such action within two (2) school days to the Director of Schools/designee.

16 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

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

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### Legal References

1. TCA 49-6-3006
2. TCA 49-6-3017(c)
3. 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(1)(c); State Board of Education Policy 4.100
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009
9. TCA 49-6-3022
10. TCA 49-2-130;
11. TCA 49-2-203(b)(7); TCA 49-6-3002(b); Public Acts of 2023; Chapter No. 130
12. TRR/MS 0520-01-02-.17

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### Cross References

- School Calendar 1.800
- Extracurricular Activities 4.300
- Interscholastic Athletics 4.301
- Field Trips/Excursions/Competitions 4.302
- Reporting Student Progress 4.601
- Promotion and Retention 4.603
- Recognition of Religious Beliefs, Customs, & Holidays 4.803
- Voluntary Pre-K Attendance 6.2011
- Homeless Students 6.503
- Students in Foster Care 6.505
- Students from Military Families 6.506
- Student Records 6.600



- ePlan Home
- Search
- Reports
- Inbox
- Planning
- Monitoring
- Funding
- Data and Information
- Reimbursement Requests
- Project Summary
- LEA Document Library
- Address Book
- TDOE Resources
- Help for Current Page
- Contact TDOE
- ePlan Sign Out

[Buttrum, Kirsten](#)

**Production**

Session Timeout  
([Hide Timer](#))  
**00:28:05**

## Budget Overview

Sullivan County (820) Public District - FY 2025 - State Special Education Preschool Grant - Rev 0 - State Special Education Preschool Grant

Go To

Filter by Location:  ▼  
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	Account Number	71200 - Special Education Program	72220 - Support Services/Special Education Program	Total
<b>Line Item Number</b>				
116 - Teachers		126,957.10		126,957.10
201 - Social Security		8,000.00	0.00	8,000.00
204 - State Retirement		10,000.00	0.00	10,000.00
206 - Life Insurance		1,200.00	0.00	1,200.00
207 - Medical Insurance		26,500.00	0.00	26,500.00
208 - Dental Insurance		300.00	0.00	300.00
212 - Employer Medicare		3,700.00	0.00	3,700.00
524 - In-Service / Staff Development			5,600.00	5,600.00
<b>Total</b>		176,657.10	5,600.00	182,257.10
			<b>Adjusted Allocation</b>	182,257.10
			<b>Remaining</b>	0.00

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