

School Board Meeting
February 8, 2024 5:30 PM
HJSHS Library

- I. Call to Order
- II. Roll Call
- III. Consent Agenda
 - A. January 2024 Bills
 - B. January 2024 Financial Report
 - C. January 11, 2024 Regular Board Meeting
- IV. Agenda Approval
- V. Regular Agenda
 - A. March 7, 2024 Board Meeting
 - B. TA Position Approval for Stigall
 - C. Board Policy Update - 2nd Reading
 - 1. 4.603 Promotion and Retention
 - D. Superintendent's Report / School Board Appreciation
 - 1. Personnel Report
 - 2. Threat Assessment Report
- VI. Public Comment

"Individuals speaking to the Board shall address remarks to the chairman and may direct questions to individual board members or staff members only upon approval of the chairman. Each person speaking shall state his/her name, address (must be a resident of Humboldt, TN), and subject of presentation. Remarks will be limited to five (5) minutes unless time is extended by the Board." **The School Board cannot take action on input/request(s), but the School Board may place an item on the agenda of a subsequent meeting for action by notifying School Board Chair, Ms. Valeria Smith-Wedley at vswedley@icloud.com.**

- VII. Adjournment

School Board Meeting

January 11, 2024 5:30 PM
HJSHS Library

Attendance Taken at 5:30 PM.

Rev. Mark Hodge: Present
Mr. Terry Johnson: Present
Mr. Leon McNeal: Present
Christine Warrington: Present
Ms. Valeria Wedley: Present

Also present: Dr. Janice Epperson, Superintendent

I. Call to Order

II. Swearing In - Oath of Office

Mr. Leon McNeal and Ms. Christine Warrington were sworn in by Judge Joseph Tubbs.

III. Roll Call

IV. Election of Chairman, Vice Chairman and Legislative Representative

Motion passed: Motion to re-elect Ms. Wedley as Chairman, Mr. Johnson as Vice-Chairman and Mr. Hodge as Legislative Representative passed with a motion by Rev. Mark Hodge and a second by Christine Warrington.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Abstain
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 4, Nay: 0, Abstain: 1

V. Consent Agenda

Motion passed: Motion to approve the Consent Agenda as presented passed with a motion by Mr. Terry Johnson and a second by Rev. Mark Hodge.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Yea
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 5, Nay: 0

- A. November 2023 Bills
- B. November 2023 Financial Report
- C. November 9, 2023 Regular Board Meeting
- D. December 2023 Bills
- E. December 2023 Financial Report

VI. Agenda Approval

Motion passed: Motion to approve the agenda passed with a motion by Rev. Mark Hodge and a second by Mr. Terry Johnson.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Yea
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 5, Nay: 0

VII. Regular Agenda

A. 2024 Board Meeting Dates

Motion passed: Motion to approve the 2024 Board Meeting Dates passed with a motion by Rev. Mark Hodge and a second by Christine Warrington.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Yea
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 5, Nay: 0

B. Board Policy Updates - 2nd Reading

Motion passed: Motion to approve as amended passed with a motion by Mr. Terry Johnson and a second by Rev. Mark Hodge.

Rev. Mark Hodge: Yea
Mr. Terry Johnson: Yea
Mr. Leon McNeal: Yea
Christine Warrington: Yea
Ms. Valeria Wedley: Yea
Yea: 5, Nay: 0

1. 1.105 School Board Legislative Involvement
2. 1.701 School District Planning
3. 2.400 Revenues
4. 2.601 Fundraising Activities
5. 2.8051 Debit Cards, Credit Cards, & Credit Lines

C. Board Policy Update - 1st Reading

The following policy was presented for the first reading.

1. 4.603 Promotion and Retention

D. Superintendent's Report

- Welcome back to the board Mr. Leon McNeal and welcome to new board member Ms. Christine Warrington.
- Introduction of the 2024 School Board Members.
- Portrait of a Viking Graduate update.
- Professional Development Days planned for the 2nd Semester are: January 20 for EOC training (Phase 1), January 23 regarding

Humboldt City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Promotion and Retention	Descriptor Code: 4.603	Issued Date:
		Rescinds:	Issued:

1 *General*

2 All promotion and retention decisions shall be made on a case-by-case basis and comply with state and
3 federal law. All decisions shall be made in consultation with a student's IEP and/or 504 team, if
4 applicable.¹

5 Students who have difficulty in achieving the requirements for promotion may be considered for
6 retention. Schools shall identify these students by February 1st. Factors used to identify students for
7 retention shall include:²

- 8 1. Ability to perform at the current grade level;
- 9
- 10 2. Results of local assessments, screening, or monitoring tools;
- 11
- 12 3. State assessments, as applicable;
- 13
- 14 4. Home Literacy Reports;³
- 15
- 16 5. Overall academic achievement of the student;
- 17
- 18 6. Likelihood of success with more difficult material if promoted to the next grade;
- 19
- 20 7. Attendance record; and
- 21
- 22 8. The student's maturity.

23 Students may be identified for retention after the February 1st deadline if the delay in identifying a
24 student is due to:⁴

- 25 1. Date of enrollment;
- 26
- 27 2. Additional information acquired after results of local assessment, screening, or monitoring are
28 released; or
- 29
- 30 **3. Attendance Record**

31

1 **PROMOTION PLANS⁵**

2 When a student is identified for retention, the student's parent(s)/guardian(s) shall be notified within
3 fifteen (15) calendar days, and an individualized promotion plan shall be developed to help the student
4 avoid retention. The plan shall be developed in coordination with the student's teachers, IEP or 504
5 team, if applicable, and may also include input from the student's parent(s)/guardian(s), school
6 counselor, or other appropriate school personnel.

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

15 A student who demonstrates sufficient academic progress according to his/her promotion plan shall be
16 promoted to the next grade level unless retention is required per additional requirements for students in
17 third and fourth grade.⁶

18 If a student has not demonstrated sufficient academic progress according to his/her promotion plan by
19 the end of the school year, the student shall be eligible to enroll in a summer reading or learning
20 program, if available. Parent(s)/guardian(s) shall be notified of a decision for retention at least ten (10)
21 calendar days prior to the start of the next school year if the student was enrolled in a summer program.
22 However, if the student wasn't enrolled in a summer program, the parent(s)/guardian(s) shall be
23 notified of a decision for retention at least thirty (30) calendar days prior to the start of the next school
24 year.⁷

25 **RETENTION⁶**

26 A student may be retained when such retention is in the best interests of the student or when retention
27 is required per additional requirements for students in third and fourth grade.

28 *Decision of Retention – General⁸*

29 If a student is retained, the Director of Schools/designee shall develop an individualized academic
30 remediation plan within thirty (30) calendar days after the beginning of the next school year. A copy of
31 the plan shall be provided to the student's parent(s)/guardian(s) within ten (10) calendar days of its
32 development. The plan shall include at least one of the following strategies:

33 1. Adjustment to the current instructional strategies or materials;

34

35 2. Additional instructional time;

36

37 3. Individual tutoring;

38

- 1 4. Modification to the student’s classroom assignment to ensure the student receives
2 instruction from a teacher with a level of overall effectiveness of above expectations (level
3 4) or significantly above expectations (level 5); or
4
- 5 5. Attendance or truancy interventions.

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

10 *Decision of Retention – Third Grade*⁹

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

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

- 15 1. A student in third grade receiving a performance level rating of “approaching” on the ELA
16 portion of the student’s most recent TCAP test may be promoted if:
17
 - 18 a. The student is an English language learner and has received less than two (2) full years
19 of ELA instruction;
 - 20 b. The student was previously retained in grades K-3;
 - 21 c. The student is retested before the next school year and scores proficient in ELA;
 - 22 d. The student attends a learning loss bridge camp before the next school year, maintains a
23 ninety percent (90%) attendance rate, and demonstrates adequate growth on the post-
24 test at the end of the camp;
 - 25 e. The student receives tutoring for the entirety of the next school year in accordance with
26 state law; or
 - 27 f. Beginning with the 2023-2024 school year, the student demonstrates proficiency in
28 ELA standards by scoring within the fiftieth percentile on the most recently
29 administered state-provided benchmark assessment and the district provides tutoring
30 services to the student during the entire fourth grade school year and notifies the
31 student’s parent/guardian, in writing, of the benefits of enrolling the student in summer
32 programming.
- 33
- 34 2. A student in third grade receiving a performance level rating of “below” on the ELA portion of
35 the student’s most recent TCAP test may be promoted if:
36
 - 37 a. The student is an English language learner and has received less than two (2) full years
38 of ELA instruction;
 - 39 b. The student was previously retained in grades K-3;
 - 40 c. The student is retested before the next school year and scores proficient in ELA; or

- 1 d. The student attends a learning loss bridge camp before the next school year, maintains a
2 ninety percent (90%) attendance rate, and receives tutoring for the entirety of the next
3 school year in accordance with state law.

4 *Decision of Retention – Fourth Grade*⁹

5 Students in the following categories shall show adequate growth in the following ways before being
6 promoted to the fifth grade:

- 7 1. A student who is promoted to the fourth grade due to receiving tutoring for the entirety of the
8 next school year in accordance with state law or because of attending a learning loss bridge
9 camp must maintain a ninety percent (90%) attendance rate; and
10
11 2. A student receiving tutoring for the entirety of the next school year in accordance with state law
12 shall be required to show adequate growth on the fourth grade ELA portion of TCAP before the
13 student may be promoted to fifth grade.

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

15 *Decision of Retention – Students with Disabilities*¹⁰

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

20 **APPEALS**^{7,11}

21 When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the decision
22 to retain the student and provided with information on the right to appeal the decision. Appeals shall be
23 made to a committee appointed by the principal within **five (5) calendar days**. The student and his/her
24 parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing and shall be given
25 the opportunity to address the committee. The committee shall conduct a hearing within **five (5) calendar**
26 **days** to determine if the student will be promoted and issue such decision within **five (5) calendar days**].
27 Upon notification of the committee decision, the principal shall send written notification to the Director
28 of Schools/designee and the parent(s)/guardian(s). The notification shall advise parent(s)/guardian(s) of
29 their right to appeal such action within **five (5) calendar days** to the Director of Schools/designee.

30 The appeal shall be heard no later than ten (10) business days after the request for appeal is received. A
31 decision shall be issued within **five (5) calendar days**

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

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

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