

GCSSD Board of Trustees Regular Meeting
June 26, 2025 6:30 PM
Gibson County High School Library

Mission Statement: "The Gibson County Special School District provides learning experiences through which every student will be well prepared for their life, education, and career."

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

3. ROLL CALL

4. CONSENT AGENDA

4.A. ALC Report

4.B. Bullying/Harassment Report

4.C. Finance Reports

4.D. Funding Applications

4.E. Maintenance/Technology Reports

4.F. Minutes Approval

4.G. Overnight Field Trips

4.H. Policy Revisions - Second Readings

5. RECOGNITION

6. PUBLIC COMMENT

7. REGULAR AGENDA

7.A. Disciplinary Action Appeal

7.B. Teacher & Staff Budget Amendment

7.C. 2025-2026 Teacher Salary Schedule

7.D. Budget Approval

7.E. Federal Consolidated Application

7.F. Retired Employee Health Insurance

7.G. Feasibility Study Proposal/Quote

7.H. New Hire List

7.I. Policy Revisions

8. DIRECTOR'S REPORT

8.A. Upcoming Conference:

9. ADJOURN

North GC current

School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
Dyer	7	90 Days ALC	"catfishing", showing pics to many	4/16/2024	no appeal	2nd offense this year	
Dyer	7	60 Days ALC	"catfishing", showing pics to many	4/16/2024	no appeal		
Dyer	7	60 Days ALC	multiple offenses	4/22/2024	no appeal	2nd offense this year	
Dyer	7	180 Days ALC	shoot you up threat	4/22/2024	90 days		
Yorkville	7	180 Days ALC	shoot up school threat	4/22/2024	90 days		
Dyer	7	30 Days ALC	distracted SRO/tried to grab gun	4/30/2024		jokingly/trying to be funny	
Dyer	7	180 Days ALC	zero tolerance/gun threats	8/12/2024	90 days		
GCHS	9	20 Days ALC	drops of alcohol in possession	8/15/2024			
Dyer	8	Time extended March 11	sending racial, sexual implications	9/6/2024		3rd offense/this was in the ALC	
Rutherford	7	45 Days ALC	threat to teacher, multiple infractions	9/19/2024			
GCHS	10	180 Days ALC	zero tolerance, THC	10/30/2024	90 days		
GCHS	12	180 Days ALC	zero tolerance, under influence	10/30/2024	90 days		
GCHS	10	180 Days ALC	zero tolerance, THC	11/14/2024	90 days		
Dyer	8	pending manifestation	multiple offenses	1/28/2025		parents requested testing	
Dyer	8	16 Days ALC	multiple offenses	2/27/2025			
GCHS	10	180 Days ALC	zero tolerance, under influence	3/14/2025		no appeal	
GCHS	10	180 Days ALC	zero tolerance, under influence	3/14/2025	90 days		
Dyer	8	180 Days ALC	under influence	3/14/2025	90 days		
Yorkville	8	180 Days ALC	inappropriate pics, sending online	4/21/2025	90 days		
Dyer	7	22 Days ALC	fighting, assault chg	4/21/2025			
GCHS	9	90 Days ALC	student threat, assault	5/1/2025	45 days		
GCHS	11	180 Days ALC	zero tolerance, THC	5/1/2025	90 days		
GCHS	10	90 Days ALC	student threat, weapon	5/15/2025	45 days		

South GC current

School	Grade	DHA Results	Reason for DHA	Date of DHA	Appeal Date	Notes	Time Complete
SGCMS	7	180 Days ALC	zero tolerance, under influence	11/3/2024			
SGCHS	11	180 Days ALC	zero tolerance, under influence	1/11/2024		appeal granted 8/23/2024	
SGCHS	11	180 Days ALC	zero tolerance, under influence	1/26/2024	90 days	appeal granted 8/23/2024	
SGCMS	8	90 Days ALC	gun threat to teacher, school	2/9/2024			
SGCMS	8	83 Days ALC	sucker punch on bus, assault charge	3/19/2024			
SGCHS	10	60 Days ALC	under influence, not taken at school	4/11/2024			
SGCMS	6	70 Days ALC	gun threat off campus, fireworks on	4/15/2024			
SGCMS	8	30 Days ALC	belt buckle/small knife showing	7/23/2024			
SGCHS	9	34 Days ALC	showing inappropriate pics	8/16/2024			
SGCHS	12	ALC until spring break	student threats and multiple violations	8/23/2024			
SGCHS	10	180 Days ALC	zero tolerance, under influence	8/29/2024	90 days		
SGCMS	7	38 Days ALC	student threat	9/23/2024			
SGCMS	5	25 Days ALC/20 Days ISS	multiple student threats	9/23/2024		appealed - 12 days ALC/33 days ISS	
SGCHS	9	34 Days ALC	multiple skipping class, out of area	10/28/2024			
SGCMS	7	34 Days ALC	student threat	10/28/2024			
SGCHS	9	34 Days ALC	multiple skipping class, out of area	10/28/2024			
SGCHS	9	remainder of school yr	under influence, not taken at school	11/18/2024		had just finished ALC a month ago	
SGCHS	9	180 Days ALC	student above, ran from campus	11/21/2024		extended time to 180 days and no appeal	
SGCHS	10	180 Days ALC	under influence, refused drug screen	12/12/2024	90 days		
SGCHS	12	remainder of school yr	multiple threats to student	2/6/2025			
SGCMS	7	180 Days ALC	taking inappropriate pics/selling	2/10/2025	no appeal		
SGCMS	8	180 Days ALC	inappropriate sexual behavior	3/10/2025	90 days		
SGCMS	8	180 Days ALC	inappropriate sexual behavior	3/10/2025	90 days		
SGCMS	7	55 days ALC	inappropriate touching/implications	4/1/2025			
SGCMS	6	60 Days ALC	multiple disruptions	4/7/2025			
SGCHS	10	15 Days ALC	multiple fights this year	4/10/2025			
SGCHS	10	remainder of school yr	major disrespect, refused ISS	5/6/2025			

HARASSMENT/BULLYING REPORT

May 1, 2025 to May 24, 2025

NOTE: Totals YTD column represents the cumulative # of incidents' reported thus far.

	VERBAL INCIDENT	WRITTEN INCIDENT	TECHNOLOGY INCIDENT	PHYSICAL INCIDENT	TOTALS For Month	TOTALS YTD	Previous Year Total
DYER	0	0	0	0	0	2	21
GCHS	1	0	0	0	1	2	2
KENTON	0	0	0	0	0	0	0
SGCES	0	0	0	0	0	4	0
SGCMS	0	0	0	0	0	5	1
RUTHERFORD	0	0	0	0	0	0	0
SGCHS	0	0	0	0	0	1	1
SPRING HILL	0	0	0	0	0	1	1
YORKVILLE	0	0	0	0	0	0	0

VERBAL OR WRITTEN (classified as one of the following)

- Name calling
- Threatening
- Taunting/ridiculing
- Demeaning comments

TECHNOLOGY (classified as)

- Facebook Posting
- Instagram Pic
- Phone Texting
- Twitter Messages
- Snap Chat

PHYSICAL (classified as one of the following)

- Hitting/kicking/shoving/pushing
- Inappropriate touching
- Staring/Stalking
- Spitting

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 6/2/2025 10:15 AM
Run By: Amy Santaniello
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Bank Account: Security Bank Vendor (Fund 141)

Account Number: 000000200379

GL Account: 141- -11130

Number	Date	Description	Check Type	Status	
63951	5/1/2025	Alisha Owens	Vendor	Outstanding	\$557.80
63952	5/1/2025	Cindy Etheridge Davis	Vendor	Outstanding	\$372.40
63953	5/1/2025	Eddie Pruett	Vendor	Outstanding	\$250.00
63954	5/1/2025	Annetta Kirk	Vendor	Outstanding	\$96.48
63955	5/1/2025	Michelle Goad	Vendor	Outstanding	\$508.90
63956	5/1/2025	Emily Pitt	Vendor	Outstanding	\$74.20
63957	5/1/2025	Amy Powell	Vendor	Outstanding	\$113.90
63958	5/1/2025	Rachel Barber	Vendor	Outstanding	\$156.80
63959	5/1/2025	Carly Robinson	Vendor	Outstanding	\$99.60
63960	5/1/2025	Terri Mcdaniel	Vendor	Outstanding	\$439.60
63961	5/1/2025	Area Wide Communications	Vendor	Outstanding	\$331.66
63962	5/1/2025	Carissa Burkett	Vendor	Outstanding	\$210.60
63963	5/1/2025	Eddie Pruett	Vendor	Outstanding	\$38.00
63964	5/1/2025	Joe Frizzell	Vendor	Outstanding	\$770.00
63965	5/1/2025	Gibson County Federal Accounts	Vendor	Outstanding	\$14,383.50
63966	5/1/2025	Laura Hawks	Vendor	Outstanding	\$156.80
63967	5/1/2025	Hickerson Automotive Group, Inc	Vendor	Outstanding	\$53.67
63968	5/1/2025	Carla Jackson	Vendor	Outstanding	\$98.00
63969	5/1/2025	Patricia Rickman	Vendor	Outstanding	\$1,096.60
63970	5/1/2025	Renee Childs	Vendor	Outstanding	\$156.80
63971	5/1/2025	StaffEZ Facility Services	Vendor	Outstanding	\$127,137.00
63972	5/1/2025	Alford's Tire Center	Vendor	Outstanding	\$20.00
63973	5/1/2025	Samantha Boatright	Vendor	Outstanding	\$30.00
63974	5/1/2025	Br Supply, Inc.	Vendor	Outstanding	\$1,282.78
63975	5/1/2025	Brad Garner	Vendor	Outstanding	\$319.80
63976	5/1/2025	Cheryl Crocker	Vendor	Outstanding	\$30.00
63977	5/1/2025	Lucas Durall	Vendor	Outstanding	\$438.90

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Number	Date	Description	Check Type	Status	
63978	5/1/2025	Ed's Supply Company, Inc	Vendor	Outstanding	\$104.52
63979	5/1/2025	J & S Welding	Vendor	Outstanding	\$810.00
63980	5/1/2025	J.C. Educational Supply	Vendor	Outstanding	\$8,281.59
63981	5/1/2025	Kevin Turner	Vendor	Outstanding	\$392.00
63982	5/1/2025	Leslie Lickey	Vendor	Outstanding	\$30.00
63983	5/1/2025	Tennessee Bureau of Investigation	Vendor	Outstanding	\$100.00
63984	5/2/2025	Alisha Bauman	Vendor	Outstanding	\$307.90
63985	5/2/2025	Amanda Callins	Vendor	Outstanding	\$112.60
63986	5/2/2025	Happy Backyards	Vendor	Outstanding	\$14,750.00
63987	5/2/2025	Thomas Holcomb	Vendor	Outstanding	\$400.00
63988	5/2/2025	Brittany Leitherland	Vendor	Outstanding	\$154.00
63989	5/2/2025	Eric Patton	Vendor	Outstanding	\$500.00
63990	5/2/2025	Stefani Stone	Vendor	Outstanding	\$67.20
63991	5/2/2025	Jalen Ware	Vendor	Outstanding	\$400.00
63992	5/2/2025	Marsha Wood	Vendor	Outstanding	\$130.20
63993	5/5/2025	Alford's Tire Center	Vendor	Outstanding	\$17.00
63994	5/5/2025	At&t Wireless	Vendor	Outstanding	\$185.97
63995	5/5/2025	City Lumber Company	Vendor	Outstanding	\$679.26
63996	5/5/2025	Cooperative Financial Solutions	Vendor	Outstanding	\$15,946.13
63997	5/5/2025	Ferguson Enterprises	Vendor	Outstanding	\$63.98
63998	5/5/2025	Gibson Connect, LLC	Vendor	Outstanding	\$4,721.97
63999	5/5/2025	Gibson County Bus Garage	Vendor	Outstanding	\$16,256.66
64000	5/5/2025	Kb's Auto Service Center	Vendor	Outstanding	\$836.00
64001	5/5/2025	Kelly K. Samantha	Vendor	Outstanding	\$407.40
64002	5/5/2025	Ezra F Leslie	Vendor	Outstanding	\$243.60
64003	5/5/2025	Medina Auto Farm Supply	Vendor	Outstanding	\$17.83
64004	5/5/2025	Bryan Poole	Vendor	Outstanding	\$5,350.00
64005	5/5/2025	Steve Marsh Ford	Vendor	Outstanding	\$74.55

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Number	Date	Description	Check Type	Status	
64006	5/5/2025	The Tri City Reporter	Vendor	Outstanding	\$125.00
64007	5/5/2025	The Trophy Zone	Vendor	Outstanding	\$310.00
64008	5/5/2025	Kim Thompson	Vendor	Outstanding	\$147.40
64009	5/5/2025	Tn Dept Of Labor & Workforce Development	Vendor	Outstanding	\$60.00
64010	5/5/2025	Tracy Abbott	Vendor	Outstanding	\$117.60
64011	5/5/2025	Trenton Special School District	Vendor	Outstanding	\$166.74
64012	5/5/2025	Victor's Landscaping	Vendor	Outstanding	\$5,800.00
64013	5/12/2025	Ace Building Center	Vendor	Outstanding	\$84.58
64014	5/12/2025	Christi Barnes	Vendor	Outstanding	\$30.00
64015	5/12/2025	Amanda Bell	Vendor	Outstanding	\$211.40
64016	5/12/2025	Caymee Services	Vendor	Outstanding	\$45.00
64017	5/12/2025	Colette Wilson	Vendor	Outstanding	\$77.00
64018	5/12/2025	D.L.'S SHEET METAL COMPANY	Vendor	Outstanding	\$700.00
64019	5/12/2025	Edutech, Inc.	Vendor	Outstanding	\$3,975.00
64020	5/12/2025	ESSE	Vendor	Outstanding	\$2,470.00
64021	5/12/2025	Ferguson Enterprises	Vendor	Outstanding	\$15.96
64022	5/12/2025	Food Giant	Vendor	Outstanding	\$1,029.96
64023	5/12/2025	Food Rite	Vendor	Outstanding	\$1,011.48
64024	5/12/2025	Gibson County Federal Accounts	Vendor	Outstanding	\$23,597.34
64025	5/12/2025	Happy Backyards	Vendor	Outstanding	\$23,586.00
64026	5/12/2025	Hartman Publishing, Inc	Vendor	Outstanding	\$1,926.14
64027	5/12/2025	RACHEL HICKS	Vendor	Outstanding	\$426.30
64028	5/12/2025	Kristin Hardin	Vendor	Outstanding	\$139.30
64029	5/12/2025	South Gibson County Elementary School	Vendor	Outstanding	\$125.87
64030	5/12/2025	Tennessee Book Company	Vendor	Outstanding	\$5,741.00
64031	5/12/2025	Teresa Newell	Vendor	Outstanding	\$308.00
64032	5/12/2025	Sandy Tharpe	Vendor	Outstanding	\$385.60
64033	5/12/2025	UNITED REFRIGERATION, INC	Vendor	Outstanding	\$4,978.94

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Number	Date	Description	Check Type	Status	
64034	5/12/2025	Volunteer Technology Systems	Vendor	Outstanding	\$2,146.17
64035	5/12/2025	Katrina Voss	Vendor	Outstanding	\$30.00
64036	5/12/2025	Wells Fargo Financial Leasing	Vendor	Outstanding	\$399.00
64037	5/12/2025	Workcare Resource Inc,	Vendor	Outstanding	\$225.00
64038	5/12/2025	Youth Town of Tennessee	Vendor	Outstanding	\$1,386.00
64039	5/13/2025	Alford's Tire Center	Vendor	Outstanding	\$71.65
64040	5/13/2025	Amro Music Stores	Vendor	Outstanding	\$3,308.00
64041	5/13/2025	Automotive Service Excellence	Vendor	Outstanding	\$867.00
64042	5/13/2025	Gibson County Food Service	Vendor	Outstanding	\$200,535.66
64043	5/13/2025	Kenny Pipe And Supply	Vendor	Outstanding	\$141.30
64044	5/13/2025	Mcdaniel Equipment Co	Vendor	Outstanding	\$1,375.05
64045	5/13/2025	Quadient Leasing USA	Vendor	Outstanding	\$500.00
64046	5/13/2025	South Gibson County High Sch.	Vendor	Outstanding	\$323.00
64047	5/13/2025	Volunteer Technology Systems	Vendor	Outstanding	\$497.00
64048	5/13/2025	Zayo Education, LLC	Vendor	Outstanding	\$4,213.08
64049	5/15/2025	Ace Building Center	Vendor	Outstanding	\$11.37
64050	5/15/2025	JOSEPH AGEE	Vendor	Outstanding	\$319.20
64051	5/15/2025	Alford's Tire Center	Vendor	Outstanding	\$82.90
64052	5/15/2025	Amy M. Richardson	Vendor	Outstanding	\$219.80
64053	5/15/2025	Beverly Spellings	Vendor	Outstanding	\$125.00
64054	5/15/2025	Anthony Bogue	Vendor	Outstanding	\$30.00
64055	5/15/2025	Crawford Electric	Vendor	Outstanding	\$326.13
64056	5/15/2025	Edutech, Inc.	Vendor	Outstanding	\$61,610.00
64057	5/15/2025	Food Giant	Vendor	Outstanding	\$103.26
64058	5/15/2025	Food Rite	Vendor	Outstanding	\$300.00
64059	5/15/2025	Gibson County High School	Vendor	Outstanding	\$500.00
64060	5/15/2025	J.C. Educational Supply	Vendor	Outstanding	\$3,042.00
64061	5/15/2025	Jason Turner	Vendor	Outstanding	\$179.20

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Number	Date	Description	Check Type	Status	
64062	5/15/2025	Betty Jewell	Vendor	Outstanding	\$174.20
64063	5/15/2025	Debra Keeton	Vendor	Outstanding	\$89.60
64064	5/15/2025	Modern Telephone Systems	Vendor	Outstanding	\$330.00
64065	5/15/2025	Navigate 360	Vendor	Outstanding	\$8,000.00
64066	5/15/2025	Mollie Peery	Vendor	Outstanding	\$56.00
64067	5/15/2025	Susan Smith	Vendor	Outstanding	\$159.60
64068	5/15/2025	The Center For Gifted Studies	Vendor	Outstanding	\$650.00
64069	5/15/2025	Theresa Benson	Vendor	Outstanding	\$189.00
64070	5/15/2025	Tn Dept Of Labor & Workforce Development	Vendor	Outstanding	\$55.00
64071	5/15/2025	UNITED REFRIGERATION, INC	Vendor	Outstanding	\$341.82
64072	5/15/2025	Workcare Resource Inc,	Vendor	Outstanding	\$90.00
64073	5/16/2025	West TN Smokers, LLC	Vendor	Outstanding	\$576.00
64074	5/19/2025	Hickerson Automotive Group, Inc	Vendor	Outstanding	\$7.58
64075	5/19/2025	Courtney Reynolds	Vendor	Outstanding	\$37.15
64076	5/19/2025	Tennessee Book Company	Vendor	Outstanding	\$3,181.75
64077	5/19/2025	Trane U.S. Inc	Vendor	Outstanding	\$557.89
64078	5/19/2025	Tyler's Locksmith	Vendor	Outstanding	\$5.00
64079	5/20/2025	Business Card	Vendor	Outstanding	\$62.38
64080	5/20/2025	Gibson County High School	Vendor	Outstanding	\$4,831.00
64081	5/20/2025	Megan Sanford	Vendor	Outstanding	\$11.20
64082	5/20/2025	South Gibson County High Sch.	Vendor	Outstanding	\$9,662.00
64083	5/20/2025	Ace Building Center	Vendor	Outstanding	\$3.70
64084	5/20/2025	Kelli Elliott Barnes	Vendor	Outstanding	\$2,450.00
64085	5/20/2025	Business Card	Vendor	Outstanding	\$1,142.08
64086	5/20/2025	Curriculum Associates, LLC	Vendor	Outstanding	\$2,625.48
64087	5/20/2025	Lauderdale County Schools	Vendor	Outstanding	\$15,656.46
64088	5/20/2025	Words For Life Speech & Language Center	Vendor	Outstanding	\$5,400.00
64089	5/20/2025	Alford's Tire Center	Vendor	Outstanding	\$16.00

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Number	Date	Description	Check Type	Status	
64090	5/20/2025	Business Card	Vendor	Outstanding	\$537.30
64091	5/20/2025	Circle S Farm Supply	Vendor	Outstanding	\$6,980.00
64092	5/20/2025	Food Rite	Vendor	Outstanding	\$39.90
64093	5/20/2025	Lowe's Credit Services	Vendor	Outstanding	\$983.98
64094	5/20/2025	Tennessee Book Company	Vendor	Outstanding	\$345.00
64095	5/21/2025	Business Card	Vendor	Outstanding	\$2,725.17
64096	5/21/2025	Business Card	Vendor	Outstanding	\$546.64
64097	5/21/2025	Gibson County Federal Accounts	Vendor	Outstanding	\$120,304.10
64098	5/21/2025	Gibson County Food Service	Vendor	Outstanding	\$519.35
64099	5/21/2025	Quill	Vendor	Outstanding	\$80.97
64100	5/21/2025	StaffEZ Facility Services	Vendor	Outstanding	\$127,137.00
64101	5/21/2025	Business Card	Vendor	Outstanding	\$2,896.86
64102	5/21/2025	April Martin	Vendor	Outstanding	\$77.00
64103	5/22/2025	Joe Frizzell	Vendor	Outstanding	\$660.00
64104	5/22/2025	Patricia Rickman	Vendor	Outstanding	\$933.20
64105	5/28/2025	Aflac	Vendor	Outstanding	\$367.44
64106	5/28/2025	Boston Mutual Whole Life	Vendor	Outstanding	\$164.68
64107	5/28/2025	CHLIC	Vendor	Outstanding	\$14,088.18
64108	5/28/2025	Dale Martin	Vendor	Outstanding	\$772.41
64109	5/28/2025	Sherry Dodson	Vendor	Outstanding	\$1,011.58
64110	5/28/2025	General Sessions	Vendor	Outstanding	\$385.40
64111	5/28/2025	General Sessions Court	Vendor	Outstanding	\$54.42
64112	5/28/2025	Gibson County Imagination Library	Vendor	Outstanding	\$128.00
64113	5/28/2025	Legalshield	Vendor	Outstanding	\$125.55
64114	5/28/2025	Life Investors	Vendor	Outstanding	\$30.56
64115	5/28/2025	MANHATTANLIFE ASSURANCE COMPANY OF AMERIC	Vendor	Outstanding	\$394.83
64116	5/28/2025	Superior Vision Services, Inc	Vendor	Outstanding	\$1,852.04
64117	5/28/2025	Tenn Child Support	Vendor	Outstanding	\$800.00

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Account Number: 000000200379

Number	Date	Description	Check Type	Status	
64118	5/28/2025	TRAYCE WYLIE	Vendor	Outstanding	\$3.32
64119	5/28/2025	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS, INC	Vendor	Outstanding	\$2,095.71
64120	5/28/2025	TSACG	Vendor	Outstanding	\$14,970.00
64121	5/28/2025	Usable Life	Vendor	Outstanding	\$1,265.29
64123	5/28/2025	Usable Life	Vendor	Outstanding	\$9,908.64

Totals for Vendor

Number of Checks:	172
Total Checks:	\$950,567.94
Reconciled Checks:	\$0.00
Outstanding Checks:	\$950,567.94
Void Checks:	\$0.00

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Account Number: 000000200379

Totals for 141- -11130

Number of Checks:	172
Total Checks:	\$950,567.94
Reconciled Checks:	\$0.00
Outstanding Checks:	\$950,567.94
Void Checks:	\$0.00

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Grand Totals

Number of Checks:	172
Total Checks:	\$950,567.94
Reconciled Checks:	\$0.00
Outstanding Checks:	\$950,567.94
Void Checks:	\$0.00

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
40125	Trustee's Collections - Bankruptcy	0.00	(1,371.37)	0.00%	0.00	(48.35)	0.00%
40130	Cir Clk/Clk & Master Collections-Pr Yr	70,000.00	(77,299.51)	110.43%	5,833.33	(41,103.92)	704.64%
40162	Payments In Lieu Of Taxes-Local	162,500.00	(10,828.05)	6.66%	13,541.67	0.00	0.00%
40163	Payments In Lieu Of Taxes - Other	0.00	(58,008.02)	0.00%	0.00	0.00	0.00%
40210	Local Option Sales Tax	4,578,000.00	(3,768,957.14)	82.33%	381,500.00	(346,469.35)	90.82%
40275	MIXED DRINK TAX	0.00	(57.30)	0.00%	0.00	0.00	0.00%
40350	Interstate Telecommunications Tax	20,000.00	(22,958.29)	114.79%	1,666.67	(2,271.69)	136.30%
40610	Current Property Tax	7,458,000.00	(7,595,596.93)	101.84%	621,500.00	(51,866.46)	8.35%
40620	Prior Year's Property Tax	138,000.00	(112,421.03)	81.46%	11,500.00	0.00	0.00%
40630	Interest And Penalty	20,000.00	(22,386.79)	111.93%	1,666.67	(1,473.83)	88.43%
41110	Marriage Licenses	900.00	(939.60)	104.40%	75.00	(95.20)	126.93%
42310	Fines	0.00	(16,353.00)	0.00%	0.00	(3,000.00)	0.00%
43570	Receipts From Individual Schools	118,541.56	(138,492.67)	116.83%	9,878.46	(25,259.14)	255.70%
43990	Other Charges For Services	25,000.00	(33,573.49)	134.29%	2,083.33	(8,443.82)	405.30%
44110	Investment Income	175,000.00	(428,757.23)	245.00%	14,583.33	(42,787.39)	293.40%
46510	Tennessee Investment in Student	30,509,787.20	(27,501,470.73)	90.14%	2,542,482.27	0.00	0.00%
46513	TISA - On-behalf Payments	56,093.95	0.00	0.00%	4,674.50	0.00	0.00%
46515	Early Childhood Education	499,707.30	(333,983.76)	66.84%	41,642.28	(35,689.54)	85.71%
46590	Other State Education Funds	245,535.00	(228,811.65)	93.19%	20,461.25	(8,000.00)	39.10%
46596	Paid Parental Leave	0.00	(90,496.64)	0.00%	0.00	0.00	0.00%
46610	Career Ladder Program	33,600.00	(29,559.41)	87.97%	2,800.00	0.00	0.00%
46790	Other Vocational	2,216,885.10	(804,390.54)	36.28%	184,740.43	(57,073.60)	30.89%
46800	Other State Revenues	0.00	(683.32)	0.00%	0.00	(181.20)	0.00%
46980	Other State Grants	53,509.68	0.00	0.00%	4,459.14	0.00	0.00%
47590	Other Federal Through State	612,592.90	(612,592.90)	100.00%	51,049.41	0.00	0.00%
49700	Insurance Recovery	0.00	(14,257.00)	0.00%	0.00	0.00	0.00%
	Total Revenues	46,993,652.69	(41,904,246.37)	89.17%	3,916,137.72	(623,763.49)	15.93%
Expenditures							
71100	Regular Instruction Program	(18,800,510.05)	13,749,657.73	73.13%	(1,566,709.17)	1,752,116.73	111.83%
71200	Special Education Program	(3,218,717.38)	2,436,649.84	75.70%	(268,226.45)	274,773.41	102.44%
71300	Career and Technical Education	(3,637,558.81)	1,774,074.83	48.77%	(303,129.90)	215,728.59	71.17%
72110	Attendance	(41,032.42)	31,253.88	76.17%	(3,419.37)	2,605.60	76.20%
72120	Health Services	(678,535.13)	528,223.23	77.85%	(56,544.59)	55,929.18	98.91%
72130	Other Student Support	(1,031,542.18)	726,769.22	70.45%	(85,961.85)	66,613.13	77.49%
72210	Regular Instruction Program	(1,396,315.59)	1,110,523.59	79.53%	(116,359.63)	106,046.33	91.14%
72220	Special Education Program	(302,558.12)	307,763.16	101.72%	(25,213.18)	15,528.73	61.59%
72230	Career and Technical Education	(153,392.64)	121,577.57	79.26%	(12,782.72)	12,041.60	94.20%

Gibson County Special Schools
 Summary Financial Statement
 May 2025

141 General Purpose School		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
72250	EDUCATION TECHNOLOGY	(991,255.96)	860,499.61	86.81%	(82,604.66)	45,813.65	55.46%
72310	Board Of Education	(685,757.00)	465,553.44	67.89%	(57,146.42)	6,572.42	11.50%
72320	Office Of The Superintendent	(307,096.95)	266,313.35	86.72%	(25,591.41)	22,484.62	87.86%
72410	Office Of The Principal	(2,551,540.24)	2,101,984.14	82.38%	(212,628.35)	198,746.73	93.47%
72510	Fiscal Services	(282,664.32)	240,109.75	84.95%	(23,555.36)	20,507.77	87.06%
72610	Operation Of Plant	(2,940,687.00)	2,729,030.20	92.80%	(245,057.25)	207,842.79	84.81%
72620	Maintenance Of Plant	(1,035,841.62)	995,609.71	96.12%	(86,320.14)	78,890.81	91.39%
72710	Transportation	(1,713,738.17)	1,276,999.42	74.52%	(142,811.51)	76,845.61	53.81%
73400	Early Childhood Education	(419,217.99)	318,662.12	76.01%	(34,934.83)	35,958.53	102.93%
76100	Regular Capital Outlay	(1,038,000.00)	599,633.55	57.77%	(86,500.00)	51,504.95	59.54%
82130	Education	(6,305,000.00)	6,305,000.00	100.00%	(525,416.67)	0.00	0.00%
82230	Education	(1,106,869.00)	1,043,156.24	94.24%	(92,239.08)	0.00	0.00%
	Total Expenditures	(48,637,830.57)	37,989,044.58	78.11%	(4,053,152.55)	3,246,551.18	80.10%
Total	141 General Purpose School	(1,644,177.88)	(3,915,201.79)	-238.13%	(137,014.82)	2,622,787.69	1,914.

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
Page 1 of 19

Bank Account: Security Bank (Fund 142) Account Number: 000000006440

GL Account: 142-300-11130

Number	Date	Description	Check Type	Status	
8673	5/14/2025	Humphreys County Board of Education	Vendor	Reconciled	\$1,824.26
8674	5/14/2025	Lauderdale County Schools	Vendor	Outstanding	\$5,241.80
8675	5/14/2025	Lexington City Board of Education	Vendor	Reconciled	\$1,023.96
8676	5/14/2025	Paris Special School District	Vendor	Reconciled	\$3,469.11
8709	5/29/2025	Lexington City Board of Education	Vendor	Outstanding	\$18.48
Totals for Vendor					
				Number of Checks:	5
				Total Checks:	\$11,577.61
				Reconciled Checks:	\$6,317.33
				Outstanding Checks:	\$5,260.28
				Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
Page 2 of 19

Bank Account: Security Bank (Fund 142)
GL Account: 142-300-11130

Account Number: 000000006440

Totals for 142-300-11130

Number of Checks:	5
Total Checks:	\$11,577.61
Reconciled Checks:	\$6,317.33
Outstanding Checks:	\$5,260.28
Void Checks:	\$0.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Account Number: 0000000064440

Bank Account: Security Bank (Fund 142)

GL Account: 142-431-11130

Number	Date	Description	Check Type	Status	
8680	5/21/2025	Business Card	Vendor	Reconciled	\$1,801.34
8686	5/21/2025	Capital One	Vendor	Outstanding	\$848.13
8692	5/21/2025	Christian Ellis	Vendor	Reconciled	\$57.62
8696	5/21/2025	Mikalee Jones	Vendor	Reconciled	\$47.60
8697	5/21/2025	Megan Sanford	Vendor	Reconciled	\$26.60
8701	5/21/2025	JADA SIMS	Vendor	Reconciled	\$72.80
8702	5/21/2025	Shelby Smith	Vendor	Reconciled	\$137.20
8703	5/21/2025	Wells Fargo Financial Leasing	Vendor	Reconciled	\$42.50
8705	5/21/2025	Brianna Wylie	Vendor	Outstanding	\$12.60

Totals for Vendor

Number of Checks:	9
Total Checks:	\$3,046.39
Reconciled Checks:	\$2,185.66
Outstanding Checks:	\$860.73
Void Checks:	\$0.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142)
GL Account: 142-431-11130

Account Number: 000000006440

Totals for 142-431-11130

Number of Checks:	9
Total Checks:	\$3,046.39
Reconciled Checks:	\$2,185.66
Outstanding Checks:	\$860.73
Void Checks:	\$0.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142) Account Number: 000000006440

GL Account: 142-432-11130

Number	Date	Description	Check Type	Status	
8683	5/21/2025	Business Card	Vendor	Reconciled	\$1,306.03
8687	5/21/2025	Capital One	Vendor	Outstanding	\$665.17
8691	5/21/2025	Christian Ellis	Vendor	Reconciled	\$70.35
8698	5/21/2025	Megan Sanford	Vendor	Reconciled	\$63.00
8700	5/21/2025	JADA SIMS	Vendor	Reconciled	\$83.30
8704	5/21/2025	Wells Fargo Financial Leasing	Vendor	Reconciled	\$42.50

Totals for Vendor

Number of Checks:	6
Total Checks:	\$2,230.35
Reconciled Checks:	\$1,565.18
Outstanding Checks:	\$665.17
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
Page 6 of 19

Bank Account: Security Bank (Fund 142)
GL Account: 142-432-11130

Account Number: 000000006440

Totals for 142-432-11130

Number of Checks:	6
Total Checks:	\$2,230.35
Reconciled Checks:	\$1,565.18
Outstanding Checks:	\$665.17
Void Checks:	\$0.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Account Number: 0000000064440

Bank Account: Security Bank (Fund 142)

GL Account: 142-434-11130

Number	Date	Description	Check Type	Status	
8681	5/21/2025	Business Card	Vendor	Reconciled	\$229.90
8708	5/29/2025	Lakeshore	Vendor	Outstanding	\$1,655.58
8710	5/29/2025	Nasco	Vendor	Outstanding	\$892.50
8711	5/29/2025	Prime ED Products LLC	Vendor	Void	\$3,468.88
8713	5/29/2025	Prime ED Products LLC	Vendor	Outstanding	\$3,468.88

Totals for Vendor

Number of Checks: 5
Total Checks: \$9,715.74
Reconciled Checks: \$229.90
Outstanding Checks: \$6,016.96
Void Checks: \$3,468.88

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
Page 8 of 19

Bank Account: Security Bank (Fund 142)
GL Account: 142-434-11130

Account Number: 000000006440

Totals for 142-434-11130

Number of Checks:	5
Total Checks:	\$9,715.74
Reconciled Checks:	\$229.90
Outstanding Checks:	\$6,016.96
Void Checks:	\$3,468.88

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Account Number: 000000006440

Bank Account: Security Bank (Fund 142)
GL Account: 142-803-11130

Number	Date	Description	Check Type	Status	
8679	5/21/2025	Beth Cathey	Vendor	Outstanding	\$176.00
8688	5/21/2025	Derek Norman	Vendor	Reconciled	\$332.50
8689	5/21/2025	Sherry Dodson	Vendor	Outstanding	\$276.00
8693	5/21/2025	Preston Embrey	Vendor	Reconciled	\$227.00
8694	5/21/2025	Heather Allen	Vendor	Reconciled	\$176.00
8706	5/29/2025	April Martin	Vendor	Outstanding	\$122.00

Totals for Vendor

Number of Checks:	6
Total Checks:	\$1,309.50
Reconciled Checks:	\$735.50
Outstanding Checks:	\$574.00
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142)
GL Account: 142-803-11130

Account Number: 000000006440

Totals for 142-803-11130

Number of Checks:	6
Total Checks:	\$1,309.50
Reconciled Checks:	\$735.50
Outstanding Checks:	\$574.00
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Account Number: 000000006440

Bank Account: Security Bank (Fund 142)

GL Account: 142-898-11130

Number	Date	Description
8684	5/21/2025	Business Card
8707	5/29/2025	Lakeshore

Check Type	Status	
Vendor	Reconciled	\$3,410.00
Vendor	Outstanding	\$15,955.38

Totals for Vendor

Number of Checks: 2
Total Checks: \$19,365.38
Reconciled Checks: \$3,410.00
Outstanding Checks: \$15,955.38
Void Checks: \$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142)
GL Account: 142-898-11130

Account Number: 000000006440

Totals for 142-898-11130

Number of Checks:	2
Total Checks:	\$19,365.38
Reconciled Checks:	\$3,410.00
Outstanding Checks:	\$15,955.38
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142) Account Number: 000000006440

GL Account: 142-904-11130

Number	Date	Description	Check Type	Status	
8677	5/21/2025	AAA State of Play	Vendor	Outstanding	\$1,015.00
8678	5/21/2025	Apple, Inc	Vendor	Reconciled	\$2,931.99
8682	5/21/2025	Business Card	Vendor	Reconciled	\$726.18
8690	5/21/2025	Dyer School	Vendor	Reconciled	\$73.49
8695	5/21/2025	J.C. Educational Supply	Vendor	Reconciled	\$259.21

Totals for Vendor

Number of Checks:	5
Total Checks:	\$5,005.87
Reconciled Checks:	\$3,990.87
Outstanding Checks:	\$1,015.00
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142)
GL Account: 142-904-11130

Account Number: 000000006440

Totals for 142-904-11130

Number of Checks:	5
Total Checks:	\$5,005.87
Reconciled Checks:	\$3,990.87
Outstanding Checks:	\$1,015.00
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Account Number: 0000000064440

Bank Account: Security Bank (Fund 142)

GL Account: 142-914-11130

Number	Date	Description
8685	5/21/2025	Business Card

Check Type	Status
Vendor	Reconciled
Totals for Vendor	
Number of Checks:	1
Total Checks:	\$101.08
Reconciled Checks:	\$101.08
Outstanding Checks:	\$0.00
Void Checks:	\$0.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142)
GL Account: 142-914-11130

Account Number: 000000006440

Totals for 142-914-11130

Number of Checks:	1
Total Checks:	\$101.08
Reconciled Checks:	\$101.08
Outstanding Checks:	\$0.00
Void Checks:	\$0.00

Gibson County Special Schools
Bank Account Check Listing By Date

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Account Number: 000000006440

Bank Account: Security Bank (Fund 142)

GL Account: 142-952-11130

Number	Date	Description
8699	5/21/2025	Scott Jewell

Check Type	Status
Vendor	Reconciled

\$347.84

Totals for Vendor

Number of Checks:	1
Total Checks:	\$347.84
Reconciled Checks:	\$347.84
Outstanding Checks:	\$0.00
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
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Bank Account: Security Bank (Fund 142)
GL Account: 142-952-11130

Account Number: 000000006440

Totals for 142-952-11130

Number of Checks:	1
Total Checks:	\$347.84
Reconciled Checks:	\$347.84
Outstanding Checks:	\$0.00
Void Checks:	\$0.00

**Gibson County Special Schools
Bank Account Check Listing By Date**

Run At: 6/19/2025 9:41 AM
Run By: Rory Hinson
Page 19 of 19

Bank Account: Security Bank (Fund 142)

Account Number: 000000006440

Grand Totals

Number of Checks:	40
Total Checks:	\$52,699.76
Reconciled Checks:	\$18,883.36
Outstanding Checks:	\$30,347.52
Void Checks:	\$3,468.88



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Budget Overview

Gibson Co Sp Dist (275) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Learning Camps

Filter by Location: ▼
[Show Unbudgeted Categories](#)

Account Number	71100 - Regular Instruction Program	71200 - Special Education Program	72110 - Attendance	72120 - Health Services	72410 - Office of the Principal	73100 - Food Service	Total
Line Item Number							
104 - Principal(s)					19,200.00		19,200.00
105 - Supervisor / Director			0.00	1,000.00		0.00	1,000.00
116 - Teachers	204,000.00	18,000.00					222,000.00
119 - Accountants/Bookkeepers					5,000.00	0.00	5,000.00
131 - Medical Personnel				12,400.00			12,400.00
161 - Secretary(s)					5,400.00		5,400.00
162 - Clerical Personnel			2,000.00		0.00	0.00	2,000.00
163 - Educational Assistants	13,500.00	10,800.00					24,300.00
165 - Cafeteria Personnel						6,296.00	6,296.00
201 - Social Security	13,515.00	1,786.00	124.00	831.00	1,836.00	1,552.00	19,644.00
211 - Local Retirement	19,318.00	2,592.00	142.00	1,085.00	4,303.00	449.00	27,889.00
212 - Employer Medicare	3,067.00	418.00	29.00	130.00	431.00	93.00	4,168.00
429 - Instructional Supplies & Materials	15,018.65	0.00					15,018.65
722 - Regular Instruction Equipment	40,000.00						40,000.00
Total	308,418.65	33,596.00	2,295.00	15,446.00	36,170.00	8,390.00	404,315.65
						Adjusted Allocation	404,315.65
						Remaining	0.00



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Budget Overview

Gibson Co Sp Dist (275) Public District - FY 2025 - Summer Learning Camps - Rev 0 - Summer Learning Transportation

Go To

Filter by Location: ▼
 Show Unbudgeted Categories

	Account Number	72710 - Transportation	Total
Line Item Number			
105 - Supervisor / Director		12,560.00	12,560.00
142 - Mechanic(s)		11,234.76	11,234.76
146 - Bus Drivers		24,000.00	24,000.00
189 - Other Salaries & Wages		13,100.00	13,100.00
201 - Social Security		3,081.00	3,081.00
211 - Local Retirement		3,910.00	3,910.00
212 - Employer Medicare		646.00	646.00
412 - Diesel Fuel		4,800.00	4,800.00
Total		73,331.76	73,331.76
		Adjusted Allocation	73,331.76
		Remaining	0.00

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Budget Overview

Gibson Co Sp Dist (275) Public District - FY 2026 - CTE Perkins Basic - Rev 0 - CTE Perkins Basic

Go To

Indirect Cost Guide

Total Allocation	\$50,380.10
Existing Budget In Categories Not Eligible for Indirect Cost	\$11,250.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$39,130.10
Indirect Cost Rate	2.46%
Max Available Budget In Categories Eligible for Indirect Cost	\$38,190.62
Max Indirect Cost	\$939.48

Filter by Location: All - \$50,380.10

[Show Unbudgeted Categories](#)

Account Number	71300 - Vocational Education Program	72130 - Other Student Support	72230 - Support Services/Vocational Education Program	Total
Line Item Number				
336 - Maintenance & Repair Services - Equipment	2,000.00			2,000.00
429 - Instructional Supplies & Materials	20,700.00			20,700.00
429C - Instructional Supplies & Materials (Consumables)	1,585.08			1,585.08
524 - In-Service / Staff Development			2,250.00	2,250.00
524PD - In-Service / Staff Development (PD)		2,519.00		2,519.00
599C - Other Charges (CTSO)		10,076.02		10,076.02
730 - Vocational Instruction Equipment	11,250.00			11,250.00
Total	35,535.08	12,595.02	2,250.00	50,380.10
			Adjusted Allocation	50,380.10
			Remaining	0.00

Go To

	A	B	C	D	E	F
1	Monthly Work Order Recap					
2	Period: May 1 through May 31					
3						
4			<i>Beginning of Month</i>	<i>New</i>	<i>Closed</i>	<i>End of Month</i>
5	Technology	Assigned To:	Open Work Orders	Work Orders	Work Orders	Open Work Orders
6		Jamie Barr	14	0	2	12
7		Jacob King	3	22	16	9
8		Alisha Owens	1	4	5	0
9		Anthony Bogue	5	28	28	5
10						
11	Grand Totals		23	54	51	26
12						
13						
14			<i>Beginning of Month</i>	<i>New</i>	<i>Closed</i>	<i>End of Month</i>
15	Maintenance	Assigned To:	Open Work Orders	Work Orders	Work Orders	Open Work Orders
16		Travis Hendrix	0	13	13	0
17		Mark Robinson	0	0	0	0
18		Caleb Black	0	18	18	0
19		Ted Bauman	0	12	12	0
20		Brad Reynolds	0	19	19	0
21	Grand Totals		0	62	62	0
22						
23						
24	Notes :					
25	1. Assigned To : The person who was assigned the work order.					
26	2. Beginning of the Month Work Orders : The number of work orders open for the Assigned To for time frame selected.					
27	3. New Work Orders : New work orders received by the Assigned To during the time frame selected.					
28	4. Closed Work Orders : Closed work orders closed by the Assigned To during the time frame selected.					
29	5. End of Month Open Work Orders : Work orders still open for the Assigned To for the time frame selected.					

**Gibson County Special School District
Board of Trustees**

GCSSD Board of Trustees Regular Meeting

Gibson County High School Library

May 13, 2025

Members Present: Dr. Richard Addo, Mr. Scott Ball, Mr. Benny Boals, Mr. Tom Lannom, Ms. Treva Maitland, Mr. Eddie Watkins.

PLEDGE OF ALLEGIANCE

Dr. Richard Addo led the Pledge of Allegiance.

CALL TO ORDER

Mr. Tom Lannom called the meeting to order.

ROLL CALL

CONSENT AGENDA

A motion was made by Mr. Scott Ball to approve the consent agenda, with a second by Mr. Benny Boals. *Motion passed.*

ALC Report

Bullying/Harassment Report

Finance Reports

Funding Applications

FY26 CTE Perkins Basic

CTE Perkins Reserve

Juvenile Court Referrals

Maintenance/Technology Reports

Minutes Approval

Overnight Field Trips

RECOGNITION

Teachers of the Year

Principals of each school recognized their Teachers of the Year and Retirees.

Teachers of the Year

Debbie Reynolds-Dyer School, Lyndsey Norman-GCHS, Marylee Williams, Kenton School, Jennifer McVay-Rutherford School, Jenny Stringer-SGCES, Chelsea Matamoros-SGCHS, John Crenshaw-SGCMS, Gretchen Beauchamp, Spring Hill School, Lori Allen, Yorkville School

Supervisor of the Year - Renee Childs

Principal of the Year - Margaret DeLoach

Retirees

Tracy Abbott, Renee Childs, James "Jim" Hughes, Charles "Scott" Jewell, Thomas "Phil" Rogers, Vance Coleman, Bob McClain, Becky Smith, Katrina Voss, Brenda Wylie

CTSO Accomplishments

Mr. Derek Norman and the advisors recognized students' accomplishments as they shared their successes and experiences through Career Technical Student Organizations (CTSO) such as TSA, Culinary, FFA, FBLA, HOSA, and FCCLA.

PUBLIC COMMENT

Several parents addressed the board regarding unfair treatment by faculty and staff, racism, and the targeting of children with disabilities within the GCSSD. The board was unaware of these allegations and inquired whether proper steps had been taken. They advised following the chain of command and speaking with the Director of Schools.

AMENDED AGENDA ***

2025-2026 Annual Agenda & Board Meeting Schedule

Mr. Eddie Pruett presented the 2025-2026 Annual Agenda & Board Meeting Schedule. A motion was made by Mr. Tom Lannom to approve the 2025-2026 Annual Agenda & Board Meeting Schedule, with a second by Dr. Richard Addo. *Motion passed.*

Textbook Adoption

Dr. Michelle Goad presented the Textbook.

Science textbook recommendations are:

Savvas for K-8,

McGraw-Hill for Physical Science, Anatomy & Physiology

Cengage for Biology 1 & 2, Chemistry 1 & 2, AP Chemistry, and Physics

A motion was made by Mr. Tom Lannom to approve Savvas for K-8, McGraw-Hill for Physical Science, Anatomy and Physiology, Cengage for Biology 1 & 2, Chemistry 1 & 2, AP Chemistry, and Physics, with a second by Mr. Benny Boals. *Motion passed.*

Summer Learning Camp Budget Amendment

Mr. Rory Hinson presented the Summer Learning Camp Budget Amendment. The Tennessee Department of Education allocated \$477,647.41 to the GCSSD for the Summer Camp program. The camp is available for rising K-9th-grade students from May 27 to June 19. Students are prioritized according to CASE test results and will receive instruction in English Language Arts (ELA) and Mathematics. In addition, they will participate in Response to Intervention (RTI), have daily recess and physical education (PE), and engage in STREAM activities (Science, Technology, Reading, Engineering, Arts, and Mathematics).

A motion was made by Dr. Richard Addo to amend the budget expenditures and revenues by \$477,647.41, with a second by Mr. Benny Boals. *Motion passed.*

Summer Programming

Mr. Eddie Pruett presented the summer programming plan, which outlined the courses offered, transportation details, class size ratios, budget including staff compensation, school nutrition needs, staffing, and enrollment criteria.

Policy Revisions**3.219 Use of Unmanned Aircraft Systems (Drones)**

Mr. Eddie Pruett presented the Policy Revisions.

Policy #3.219: Use of Unmanned Aircraft Systems (Drones) now states that visitors and non-GCSSD employees must obtain permission from the district or local administration to operate a drone on GCSSD property. Visitors are required to submit a request using the GCSSD drone flight permission form.

A motion was made by Dr. Richard Addo to approve the policy revision 3.219 Use of Unmanned Aircraft Systems (Drones), with a second by Mr. Scott Ball. *Motion passed.*

TSBA Board of Distinction***

Ms. Treva Maitland challenged the board to complete the checklist to achieve recognition as a TSBA Board of Distinction.

DIRECTOR'S REPORT**Feasibility Study Work Session Date**

Mr. Pruett requested that the Feasibility Study Work Session be held on June 5th at 6:00 PM.

Teacher Appreciation Week: May 5-9

Mr. Eddie Pruett announced Teacher Appreciation Week was May 5th to 9th. Staff enjoyed breakfast on May 6th.

Staff Lunch

Mr. Eddie Pruett informed the board that all staff would be provided with lunch on Thursday, May 22nd.

ADJOURN

A motion was made by Mr. Scott Ball to adjourn, with a second by Ms. Treva Maitland. *Motion passed.*



Gibson County Special School District

Field Trip Request

School: SGCHS Date of Request: 05/14/2025
 Teacher: Heather M Allen Class: Girls Basketball
 Number of Students Involved: 17 Cost Per Student: 0.00
 Date of Trip: 06/12/2025 Alternate Date: _____
 Overnight Trip: YES Date of Return: 06/13/2025
 Number of Buses needed: 0 Is Handicap bus required? No
 Has the Transportation Supervisor been contacted? No
 Is Personal Vehicle being used? Yes
 Proof of vehicle liability insurance on file at School? Yes

Has the Cafeteria been contacted? N/A
 Has School Nurse been notified of Field Trip? N/A

Total Number of Chaperones: Administrators _____ Teachers 3 Teacher Assists _____
 Parents _____ Others _____
 Destination: Lebanon TN
 Time of Departure: 1:00p Time of Return: 8:00p

Purpose of Trip:

Summer basketball games

Field Trip Activities:

Basketball games

***EMAIL LESSON PLANS TO ALL AUTHORIZED APPROVERS FOR FOLLOW-UP. ***

Approval Signatures:

Principal: *Amber Harris* Date: 05/14/2025
 Supervisor: *[Signature]* Date: 05/14/2025
 Director of Schools: *Eddie Pruett* Date: 05/16/2025

ALL OVERNIGHT FIELD TRIPS REQUIRE AN AGENDA TO BE EMAILED TO THE DIRECTOR OF SCHOOLS. OVERNIGHT FIELD TRIPS MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE FIRST DAY OF THE MONTH TO BE PLACED ON THE CONSENT AGENDA. REGULAR SCHOOL BOARD MEETINGS ARE TYPICALLY THE SECOND THURSDAY OF EACH MONTH.

Received by District Office Administrative Assistant *LH*

Version Creation Date: 05/14/2025 07:57:26



Gibson County Special School District

Field Trip Request

School: SGCHS Date of Request: 05/16/2025
 Teacher: Ethan Ellis Class: Boys Soccer
 Number of Students Involved: 27 Cost Per Student: 0
 Date of Trip: 05/19/2025 Alternate Date: _____
 Overnight Trip: YES Date of Return: 05/23/2025
 Number of Buses needed: 1 Is Handicap bus required? No
 Has the Transportation Supervisor been contacted? Yes
 Is Personal Vehicle being used? No
 Proof of vehicle liability insurance on file at School? N/A

Has the Cafeteria been contacted? Yes
 Has School Nurse been notified of Field Trip? Yes

Total Number of Chaperones: Administrators _____ Teachers 1 Teacher Assists _____
 Parents _____ Others 1
 Destination: Murfreesboro, TN
 Time of Departure: 3:00 pm Time of Return: 3:00 pm

Purpose of Trip:

Soccer State Tournament

Field Trip Activities:

Soccer matches in the TSSAA State Tournament.

***EMAIL LESSON PLANS TO ALL AUTHORIZED APPROVERS FOR FOLLOW-UP. ***

Approval Signatures:

Principal: *Amber Harris* Date: 05/16/2025
 Supervisor: *[Signature]* Date: 05/16/2025
 Director of Schools: *Eddie Pruett* Date: 05/16/2025

ALL OVERNIGHT FIELD TRIPS REQUIRE AN AGENDA TO BE EMAILED TO THE DIRECTOR OF SCHOOLS. OVERNIGHT FIELD TRIPS MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE FIRST DAY OF THE MONTH TO BE PLACED ON THE CONSENT AGENDA. REGULAR SCHOOL BOARD MEETINGS ARE TYPICALLY THE SECOND THURSDAY OF EACH MONTH.

Received by District Office Administrative Assistant *LH*

Version Creation Date: 05/14/2025 07:57:26



Gibson County Special School District

Field Trip Request

School: SGCHS Date of Request: 05/16/2025
 Teacher: Lindsey R Cates Class: Baseball
 Number of Students Involved: 30 Cost Per Student: 0
 Date of Trip: 05/19/2025 Alternate Date: _____
 Overnight Trip: YES Date of Return: 05/24/2025
 Number of Buses needed: 1 Is Handicap bus required? No
 Has the Transportation Supervisor been contacted? Yes
 Is Personal Vehicle being used? No
 Proof of vehicle liability insurance on file at School? N/A

Has the Cafeteria been contacted? N/A
 Has School Nurse been notified of Field Trip? Yes

Total Number of Chaperones: Administrators 1 Teachers 3 Teacher Assists 0
 Parents 0 Others 0
 Destination: TSSAA State Tournament - Murfreesboro
 Time of Departure: 4:30 Time of Return: 12:00

Purpose of Trip:

TSSAA State Tournament

Field Trip Activities:

Baseball

***EMAIL LESSON PLANS TO ALL AUTHORIZED APPROVERS FOR FOLLOW-UP. ***

Approval Signatures:

Principal: *Amber Harris* Date: 05/16/2025
 Supervisor: *[Signature]* Date: 05/16/2025
 Director of Schools: *Eddie Pruett* Date: 05/16/2025

ALL OVERNIGHT FIELD TRIPS REQUIRE AN AGENDA TO BE EMAILED TO THE DIRECTOR OF SCHOOLS. OVERNIGHT FIELD TRIPS MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE FIRST DAY OF THE MONTH TO BE PLACED ON THE CONSENT AGENDA. REGULAR SCHOOL BOARD MEETINGS ARE TYPICALLY THE SECOND THURSDAY OF EACH MONTH.

Received by District Office Administrative Assistant *LH*

Version Creation Date: 05/14/2025 07:57:26



Gibson County Special School District

Field Trip Request

School: GCHS Date of Request: 05/07/2025
 Teacher: Christy Wilson Class: FCCLA
 Number of Students Involved: 2 Cost Per Student: 1600.00
 Date of Trip: 07/03/2025 Alternate Date: 07/03/2025
 Overnight Trip: Yes Date of Return: 07/12/2025
 Number of Buses needed: 0 Is Handicap bus required? No
 Has the Transportation Supervisor been contacted? Yes
 Is Personal Vehicle being used? Yes
 Proof of vehicle liability insurance on file at School? Yes

Has the Cafeteria been contacted? No
 Has School Nurse been notified of Field Trip? Yes

Total Number of Chaperones: Administrators 0 Teachers 1 Teacher Assists 0
 Parents 0 Others 0
 Destination: Orlando, FL
 Time of Departure: 8:00 A.M. Time of Return: 5:00 P.M.

Purpose of Trip:

Attend National FCCLA Convention and compete

Field Trip Activities:

Students will compete in CTSO competitions.

***EMAIL LESSON PLANS TO ALL AUTHORIZED APPROVERS FOR FOLLOW-UP. ***

Approval Signatures:

Principal: *Todd Sheppard* Date: 05/07/2025
 Supervisor: *Deak Harmon* Date: 05/07/2025
 Director of Schools: *Eddie Pruett* Date: 05/13/2025

ALL OVERNIGHT FIELD TRIPS REQUIRE AN AGENDA TO BE EMAILED TO THE DIRECTOR OF SCHOOLS. OVERNIGHT FIELD TRIPS MUST BE BOARD APPROVED. FIELD TRIP REQUESTS MUST BE IN THE DISTRICT OFFICE BY THE FIRST DAY OF THE MONTH TO BE PLACED ON THE CONSENT AGENDA. REGULAR SCHOOL BOARD MEETINGS ARE TYPICALLY THE SECOND THURSDAY OF EACH MONTH.

Received by District Office Administrative Assistant *LH*

Version Creation Date: 04/15/2025 09:39:19

Gibson County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Use of Unmanned Aircraft Systems (Drones)	Descriptor Code: 3.219	Issued Date: 09/08/16
		Rescinds:	Issued:

- 1 An unmanned aircraft system (Drone) means a powered, aerial vehicle that:
- 2 1. Does not carry a human operator and is operated without the possibility of direct human
3 intervention from within or on the aircraft;
 - 4 2. Uses aerodynamic forces to provide vehicle lift;
 - 5 3. Can fly autonomously or be piloted remotely; and
 - 6 4. Can be expendable or recoverable.¹

7 **Appropriate Use**

8 ~~Visitors and unsupervised students are prohibited from operating drones on district property.~~ **Visitors and**
9 **non-GCSSD employees must request and be given permission by district or local administration to**
10 **operate a drone on GCSSD property. Visitors must make a request using the GCSSD drone flight**
11 **permission form.** District personnel are authorized to use aerial drones.

12 Staff members, students, coaches, sponsors, or parents representing the district or any of its affiliated
13 clubs, **and visitors** shall operate any and all ~~district~~ drones in accordance with this policy and all
14 applicable Federal Aviation laws and regulations such as the FAA Modernization and Reform Act of
15 2012.² This includes any additional certifications or authorizations that may be required from the Federal
16 Aviation Administration based on the drone's intended use.³

17 The following guidelines must be adhered to by anyone flying a drone on district property:

- 18 1. All drones operating on district property must weigh no more than 55 lbs.
- 19 2. Operators must not operate a drone within five (5) miles of any airport without prior notification
20 and confirmation from airport authorities.
- 21 3. Operators must not operate a drone above an altitude of 400 feet above ground level and remain
22 clear of surrounding obstacles.

- 1 4. Operators must maintain safe control and line of sight with the drone during all stages of
2 operation.
- 3 5. Operators must maintain a safe operating distance from crowds and ensure drone operations do
4 not interfere with manned aircraft operations.
- 5 6. Data collected by a drone can only be used for hobby (educational) purposes and may not be sold
6 for profit.
- 7 7. If there is a plan to fly drones over property that is not owned by the district, the director of
8 schools shall first obtain written permission from the owner of the property at issue. District
9 personnel operating drones on property not owned by the district must adhere to all requirements
10 of this policy.³
- 11 8. Operators assume all risk of damage to property and bodily injuries that may occur due to unsafe
12 operation of district owned drones.

13 *Inappropriate Use*

14 Inappropriate use of drones includes, but is not limited to, the following:

- 15 1. Violating any local, state, or federal statutes or regulations;
- 16 2. Taking pictures of property or persons without the consent of the Director, or his/her designee,
17 if intended to capture an image of an individual or event at an open-air event venue wherein more
18 than one hundred (100) individuals are gathered for a ticketed event;⁴
- 19 3. Violating safe operating protocols as defined in drone user manual and classroom guidelines;
- 20 4. Failing to follow a district policy while using the district's drone technology or failing to follow
21 any other policies or guidelines established by district administrators or their designees; and
- 22 5. Harassing, defined as persistently annoying of another, interfering with another's work, insulting,
23 or attacking others.

24 *Violations*

25 District staff shall monitor for inappropriate use of district drone technology as defined by this policy.
26 Violators may be subject to disciplinary action, up to an including suspension and/or expulsion for
27 students or suspension and/or termination for employees.

Legal References

1. TCA 39-13-609(b)
2. FAA Modernization and Reform Act of 2012, Public Law 112-95 § 336 (112th Congress, 2d session).
3. FAA Modernization and Reform Act of 2012, Public Law 112-95 § 333 (112th Congress, 2d session); 14 CFR § 21
4. TCA 39-13-903(a)(3)

June 2025 Teacher and Staff Bonus

Teachers	Bonus	Total Bonus	SS	MED	RET	Total Teachers with fixed charges
275	\$2,000	\$550,000.00	\$34,100.00	\$7,975.00	\$42,900.00	\$634,975.00

Non-Teachers	Bonus	Total Bonus	SS	MED	RET	Total Non-Teachers with fixed charges
208.73	\$1,000.00	\$208,730.00	\$12,941.26	\$3,026.59	\$16,280.94	\$240,978.79

Total for all employees

\$875,953.79	We need to amend the budget expenditures by this amount
---------------------	---

Of this amount the teacher bonus - \$634,975 will be reimbursed to us in FY2025-2026.

This amount is included in the 2025-2026 budget revenues

Teacher Salary Schedule (200 Days)
School Year 2025-2026
Employed by GCSSD Prior to July 1, 2014

<u>YRS EXP.</u>	<u>Steps</u>	<u>BA</u>	<u>MA</u>	<u>MA + 30</u>	<u>EDS</u>	<u>Doctorate</u>
0	0	48,680	51,949	54,960	56,225	60,275
1	1	49,709	52,875	55,953	57,046	61,312
2	2	50,496	53,712	56,838	57,255	61,561
3	3	50,743	53,961	57,088	57,919	62,061
4	4	51,165	54,482	57,553	59,037	63,295
5	5	51,885	55,341	58,468	60,206	64,540
6	6	52,457	56,212	59,076	61,772	66,222
7	7	53,009	56,730	60,090	63,032	67,570
8	8	53,553	58,334	61,762	64,818	69,527
9	9	54,087	59,516	63,030	66,162	70,961
10	10	55,062	59,774	63,303	66,421	71,216
11	11	56,419	61,002	64,610	67,774	72,672
12	12	56,561	61,247	64,839	68,046	72,963
13	13	56,772	62,513	66,175	69,437	74,471
14	14	57,356	62,798	66,434	69,711	74,722
15	15	58,504	64,077	67,779	71,146	76,263
16	16	58,640	64,211	67,913	71,280	76,397
17	17	58,774	65,138	68,906	72,346	77,594
18	18	58,908	65,272	69,040	72,467	77,728
19	19	59,528	66,215	70,065	73,578	78,947
20-24	20	59,713	66,329	70,186	73,698	79,081
20-24	21	59,847	66,443	70,306	73,819	79,215
20-24	22	59,981	66,557	70,427	73,940	79,349
20-24	23	60,115	66,671	70,548	74,061	79,483
20-24	24	60,249	66,785	70,668	74,181	79,618
25-29	25	60,295	66,846	70,735	74,285	79,706
25-29	26	60,429	67,013	70,910	74,419	79,840
25-29	27	60,563	67,127	71,031	74,553	79,974
25-29	28	60,697	67,241	71,151	74,687	80,108
25-29	29	60,831	67,355	71,272	74,821	80,243
30	30	60,952	67,479	71,405	74,987	80,465

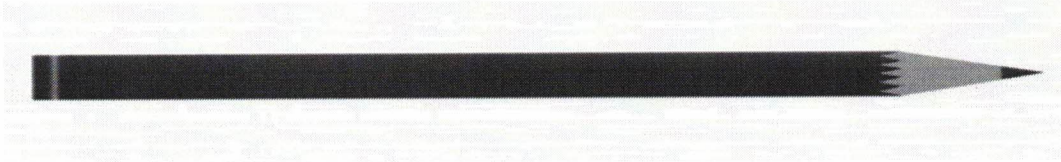
Hybrid Teacher Salary Schedule (200 Days)
School Year 2025-2026
New Hires Beginning July 1, 2014

<u>Steps</u>	<u>BA</u>	<u>MA</u>	<u>EDS/DOCT</u>
0	48,680	51,949	55,099
1	49,709	52,875	56,025
2	50,496	53,712	56,862
3	50,743	53,961	57,111
4	51,165	54,482	57,632
5	51,885	55,341	58,491
6	52,457	56,212	59,362
7	53,009	56,730	59,880
8	53,553	58,334	61,484
9	54,087	59,516	62,666
10	55,062	59,774	62,924
11	56,419	61,002	64,152
12	56,561	61,247	64,397
13	56,772	62,513	65,663
14	57,356	62,798	65,948
15	58,504	64,077	67,227
16	58,640	64,211	67,361
17	58,774	65,138	68,288
18	58,908	65,272	68,422
19	59,528	66,215	69,365
20	59,713	66,329	69,479
21	59,847	66,443	69,593
22	59,981	66,557	69,707
23	60,115	66,671	69,821
24	60,249	66,785	69,935
25	60,295	66,846	69,996
26	60,429	67,013	70,163
27	60,563	67,127	70,277
28	60,697	67,241	70,391
29	60,831	67,355	70,505
30	60,952	67,479	70,629

0 0

Gibson County Special School District

ESSA Title I Program Outline for 2025-2026



June 26, 2025

The GCSSD Board of Trustees is required to approve the proposed expenditures for the Every Student Succeeds Act (ESSA) Title I Part A funds each year. These federal funds are established to improve the academic achievement of students attending area schools with a higher poverty percentage. School allocations are spiraled down using an average per pupil amount to each eligible school. Percentages represent direct certification students pulled per school from April 2025 data.

The 5 schools eligible to receive Title I funds are listed in rank/spiraling order.

Kenton Elementary	(67.19%)	-	\$40,850.00
Dyer School	(66.46%)	-	\$165,240.00
Yorkville School	(56.41%)	-	\$50,490.00
Spring Hill School	(53.41%)	-	\$35,955.00
Rutherford School	(42.80%)	-	\$78,012.00

TOTAL SCHOOL AMOUNTS: \$370,547.00

Districtwide positions and set asides partially and/or fully funded by Title I funds include:

Title I Director
Federal Programs Bookkeeper
Literacy Coach
Parent Involvement Activities/Meetings
Professional Development
Travel

TOTAL DISTRICTWIDE AMOUNTS: \$81,828.09

The Title I Part A total budget for the 2025-2026 fiscal year is \$452,375.09. I seek your acceptance in approving the Title I Part A portion of the Federal Consolidated Application.

Erica DuRall
Federal Director

Gibson County Special School District

Special Education

June 17, 2025

The District Board of Trustees is required to approve the proposed expenditures for Part B IDEA funds each year. These are federal funds and the application process requires detailed expenditure projections. These are included with the general program budget which will be approved later.

Gibson County Special School District is eligible for IDEA Part B federal funds for the projected amount of \$799,656 for students with disabilities ages 6-21 and an additional \$18,604 in federal preschool funds for students, ages 3-5. General-purpose state and local funds are budgeted in the amount of \$3,824,750 for next year. Total funds budgeted for special education services in Gibson County Special School District for the school year 2025-2026 are \$4,643,010.

Summary of Projected Programs

535 students (ages 6-21) with disabilities identified for services (projected)
45 students (ages 3-5) with disabilities will also receive services (projected)
3 integrated preschool programs for children who have developmental delays (ages 3-5)
3 buses for special transportation
3 bus attendants
3 vans-transportation to special programs outside our district (Vocational Rehab and work sites)
2 alternating drivers (and van) contracted to provide daily transportation to the West TN School for the Deaf and additional sped transportation within district as needed during the day.
4 employed Speech-Language Pathologists, 1 contracted Speech-Language Pathologist
29 classroom and inclusion teachers
53 teacher assistants and attendants
1 Transition School to Work Case Manager –approx. 85% funded with Voc Rehab grant for next 2 years
2 Workplace Readiness Specialists (job coaches) – approx. 85% funded with Voc Rehab grant for next 2 years
1 full-time Special Education Supervisor
1 Preschool Consulting Teacher (special state grant funded)
1 Behavior Interventionist
1 clerical position

A full range of therapies are provided through private contracts with LeBonheur HealthCare (physical and occupational therapies), and Psychological Services (evaluation and assessment services).

I am seeking approval of the IDEA portion of the Federal Consolidated Application.

Renee Childs
Supervisor of Special Education

FY26 Consolidated Application Approval for IDEA/ESEA School Year 2025 - 2026

275 _____ Gibson County SSD
LEA # LEA Name (Legal Name of Agency):

Gibson County Special School District _____
LEA Legal Mailing Address

130 Trenton Highway _____
Street Address

Dyer _____ TN _____ 38330
City State Zip

Consolidated Project begins July 1, 2025 and ends June 30, 2026.

The facts, figures, and representations made in this application, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge.

The Board of Education has reviewed and approved this project year application for filing.

This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

_____ 06/26/2025 _____
Board Meeting Date

Director of Schools (Signature) Board of Education Official (Signature)

Director of Schools (Print Name) Board of Education Official (Print Name)

Date Signed Date Signed

GCSSD Policy 3.6001 Continuation of Health Insurance Coverage for Retired Certified Employees

Certified employees must be age 55 or be retired with full TCRS benefits and have a minimum of ten (10) years of employment with the Gibson County School District.

Certified employees must be retired or retire from GCSSD and drawing a monthly check from TCRS and be covered under the Tennessee Education Insurance Plan at least one (1) year immediately prior to retirement.

All contributions by the Board will discontinue when the individual becomes eligible for Medicare Part A.

25 years or more consecutive years of experience with GCSSD is eligible for 100% of the amount the Board of Trustees set for health insurance for retirees.

10-24 years of consecutive service - see the chart below.

Consecutive Years with GCSSD	Percent of \$225 paid by GCSSD per month	Amount of Insurance paid by GCSSD per month
25	100%	\$225
24	96%	\$216
23	92%	\$207
22	88%	\$198
21	84%	\$189
20	80%	\$180
19	76%	\$171
18	72%	\$162
17	68%	\$153
16	64%	\$144
15	60%	\$135
14	56%	\$126
13	52%	\$117
12	48%	\$108
11	44%	\$99
10	40%	\$90

LEWIS GROUP ARCHITECTS

June 25, 2025

Mr. Eddie Pruett
Gibson County Special School District
130 Trenton Highway
Dyer, TN 38330

Mr. Pruett,

Lewis Group Architects is pleased to submit for your review and consideration our proposal for Architectural Consulting Services. We are very excited about this assignment, and our team of talented design and professional staff is ready to get started. Per our conversation, we have developed the following scope of services:

I. Facility Assessment:

General Appearance	Enrollment / Capacity
Age of Existing Facilities	Security
Life Safety	Structure
Accessibility	Building Envelope
Maintenance Issues/Concerns	Vehicular Access/Flow
Potential Health Hazards	Utility Costs
HVAC/Mechanica/Plumbing/ Equipment *(Performed by Mechanical Engineer)	Electrical *(Performed by Electrical Engineer)

***Separate fee arrangements will be given for consultant services.**

II. Demographics

Geography	Population (Updated Census Data, if available)
Growth Patterns	Enrollment History
Major Employers	

III. System Configuration

Location of Existing Schools	Grade Configuration
Utilization Rates	Future Sites
Zoning/Feeder System Analysis	Growth Patterns per School

Deliverables: System Wide Spiral Bound Document Including the following:

1. Develop facility assessment "Report Card" for each facility based on the approved scope of services.
 - a) Enrollment/Capacity
 - b) Construction Dates
 - c) Narrative Reports
 - d) Facility Conditions
 - e) Photographic Evidence
 - f) Plan Diagrams
 - g) General Maintenance & Upgrades
2. Develop diagrams and images of demographic research.
3. Develop system improvement scenarios.
 - a) System Wide Evaluation
 - b) Short Term Scenarios
 - c) Long Term Scenarios
4. Opinion of Probable Construction Costs
 - a) Estimate of probable construction costs for a new K-8 school
 - b) Estimate of probable construction costs to reconfigure Kenton Elementary from a K-4 to a K-8
Included is a conceptual design study to determine renovation/addition scope.
 - c) Estimate of probable construction costs to design new security safety vestibules for (6) six schools.
Included is a conceptual design study to determine project scope.

Proposed Fee:

Based on the scope of services and deliverables (1-4a) stated above, Lewis Group Architects proposes a lump sum fee of \$165,000.00 for nine (9) schools. In addition to the architectural facility assessment, we have been asked to provide costing information for deliverables (4b-4c) Kenton Elementary Grade reconfiguration, and security vestibules at six (6) schools. It is our understanding that GCSSD would like to include Mechanical, Plumbing, Fire Protection, and Electrical engineering assessments in the scope of the work. We have discussed this with our Mechanical and Electrical Engineers, and they have provided the fee proposals below. Architectural Assessment Fee below includes travel and lodging for two trips. LGA will provide you with an electronic copy of the final document and up to eight (8) hard copies included in the fee below.

Fee Structure:	Nine (9) Schools	Five (5) Schools
Architectural Assessment:	\$165,000.00	\$150,000.00
Estimate for Kenton Elementary	\$ 10,000.00	\$ 10,000.00
Estimate for Security Vestibules	\$ 7,000.00	\$ 7,000.00
Mechanical/Systems/Plumbing Fire Protection Assessment	\$ 48,975.00	\$ 40,000.00
Electrical Systems Assessment	\$ 34,000.00	\$ 24,000.00

As previously discussed, items outside the scope of services (i.e. mold testing, energy audits, structural investigation, ADA or other design solutions) can be provided as an additional service per LGA's hourly rate schedule or a lump sum proposal may be provided.

Thank you once again for the opportunity to work with Gibson County Schools. Please let us know if you have any questions or need clarification pertaining to this proposal. Upon receipt of this signed proposal, we will forward an AIA contract for signatures and begin work.

Sincerely,



Todd J. Brang, Principal
Lewis Group Architects

Approval of Architectural & Engineering services as described in the above proposal.

Signature

Date

Printed Name and Title

2025-2026 New Certified Employees

Name	School	Position
Brown, Heather	SGCMS	ELA 5th Teacher
Chandler, Sheena	DES	7/8 Math Teacher
Denton, Hannah	SGCHS	Math Teacher
Emerson, Dusty	YES	SpEd Teacher
Glass, McKaylee	SGCES	Teacher
Gonyaw, Teresa Celeste	SGCMS	ELA Teacher
Gray, Virginia	SGCMS	SpEd Teacher
Harden, Abbigail	SGCES	SpEd Teacher
Hayes, Lisa	RES	7-8 Science Teacher
Hoff, Krystal	DES	SpEd Teacher
Janeiro, Stabler	DES	Principal
Layman, Claire	SGCES	Teacher
Morales, Melanie	SGCHS	School Counselor
Ockler, Lindsay	SGCMS	Math Teacher
Parker, Garrison	GCHS	English Teacher
Reynolds, Courtney	RES	Elementary Teacher
Scribner, Lazzarus	SGCHS	Math Teacher/Asst Football Coach
Sipes, Hunter	SGCHS	Math Teacher/Assistant Football Coach
Subia, Victoria	SGCHS	Foreign Language Teacher
Sullivan, Hannah	SGCES	Teacher
Thompson, Laura	SGCMS	Teacher
Todd, Henry	GCHS	Math Teacher
Tyler, Summer	SGCMS	Teacher
Whitworth, Thomas	GCHS	History Teacher with Coaching Responsibilities
Wright, Mercedes	SGCES	SpEd Teacher

2025-2026 New Non-Certified Employees

Name	School	Position
Archer, Joy	SGCES	School Nurse
Barnes, Kelli	DO	Behavior Interventionist
Bedwell, Jacob	SGCMS/SGCHS	Non-Faculty Basketball Assistant
Britt, Hannah	DES	Teacher Assistant
Cardoza, Robbie	YES	Cafeteria
Dotson, Christian	DES	SpEd Teacher Assistant
Dunn, Rachel	DES	SpEd Teacher Assistant
Frazier, Shelby	YES	SpEd Teacher Assistant
Gibson, Isabelle	SGCMS	SpEd Teacher Assistant
Goad, Libby	GCMS	Non-Faculty Basketball Assistant
Pettie, Amber	YES	Cafeteria-Food Service Manager
Prestininzi, Phillip	GCHS	Non-Faculty Softball Coach
Stone, Stefanie	RES	Teacher Assistant
Theus, Andre	SGCMS	Teacher Assistant ISS Director
Vinson, Lori	DES	SpEd Teacher Assistant
Webster, Savannah	SGCHS	Non-Faculty Girls Soccer Assistant

Gibson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Student Board Member	Descriptor Code: 1.1021	Issued Date:
		Rescinds:	Issued:

1 *General*

2 The Board authorizes the participation of a student representative to the Board.¹ If the Board chooses
3 to appoint a student board member, the student board member shall serve in an advisory, nonvoting
4 role. The student board member's term shall begin ~~[insert timeframe]~~ **in August** and end ~~[insert
5 **timeframe]**~~, **in May**, and they shall serve without compensation.

6 **SELECTION**

7 ~~[Insert additional criteria to be used in selecting the student board member.]~~

8 **ATTENDANCE AT BOARD MEETINGS**

9 ~~The student board member is expected to attend board. Students will fully contribute their unique~~
10 ~~perspective and opinions.~~

11 1. ~~Student board members shall not participate in the following:~~

12 ~~2.—Student discipline hearing appeals~~

13 ~~3.—Teacher disciplinary matters;~~

14 ~~4.—Meetings with legal counsel; or~~

15 ~~5.—Confidential school safety plan meetings.~~

16
17
18
19 **The Student Board Representative will be selected by the Executive Committee and shall serve a two-**
20 **year term. S/he shall be a current GCSSD student in good standing entering his/her junior year.**

21 **The Board may remove a Student Board Representative during the term if s/he becomes ineligible or**
22 **fails to fulfill his/her responsibilities. In the event of a vacancy prior to the expiration of the term, an**
23 **alternate will be appointed by the Executive Committee.**

24 **The Student Board Representative will:**

25 1. **Attend all regular scheduled, monthly board work sessions and business meetings.**

1 2. Contribute to board discussions by being prepared for the meeting and providing student
2 insight and perspective.

3 3. Report to students about the work of the board and district activities.

4 4. Act and dress, while serving, in a manner consistent with other school board members and in
5 accordance with the school board's Code of Ethics.

6 5. Maintain his/her status as a student in good standing during his/her term of service.

7 **The Student Board Representative may:**

8 1. Present a report at regular meetings regarding student activities in the district.

9 **The Student Board Representative will NOT:**

10 1. Make motions, second motions, or vote.

11 2. Attend executive sessions.

12 3. Hold board offices.

13 4. Participate in board discussions or receive board materials concerning topics such as, but not
14 limited to, sensitive personnel matters, legal action strategy, negotiations strategy, individual
15 student discipline,

16 **The Board will:**

17 • Consider, respectfully, the Student Board Representative's positions and recommendations as
18 one element of its decision-making process.

Legal References

1. [Public Acts of 2025, Chapter No. 359](#)

About the Student Board Member Position

GCSSD seeks applications from rising juniors to serve as a Student Member of the School Board. Student members serve as a bridge between the Board of Education and the student body. Student members will join the seven elected board members in policy discussions to ensure the student voice is accounted for in all decisions. Student members will participate in all Board activities except for confidential school safety plan meetings, student disciplinary hearings, teacher disciplinary matters, executive/attorney-client meetings and will have the opportunity to offer a voiced opinion before every vote. They'll also be able to bring up issues of importance for discussion among the Board.

- There will be two student members, one junior and one senior.
 - Student Board Member terms will run from August 1 of their junior year to May of their senior year, with onboarding taking place in August before the first Board meeting in September.
- Rising juniors will serve for two school years.
- Student Board Members will receive training and end-of-year feedback for development.
- Student Board Members represent the interest of their constituents – the GCSSD student body.

Required Qualifications

- Be a rising junior for the upcoming school year
- Commit to serving as the student representative for two academic years
- Be enrolled in a GCSSD high school during your term
- Maintain a 2.5 GPA or evidence of improved academic performance; good standing in regard to academics, behavior, and attendance
- An interest in government, public service, policy, and/or education
- Be prepared for and able to attend one board meetings a month (click [here](#) for a schedule of meetings)
- A strong commitment to student success and well-being
- Willingness to learn and grow, work cooperatively, take initiative, express opinions respectfully, and listen attentively to others
- Time management skills, including the ability to balance board duties and academic and extracurricular responsibilities

Preferred Qualifications

- Leadership experience
- Strong communication, critical thinking, and organizational skills
- Comfortable with public speaking
- Basic understanding of school boards and the legislative process

Responsibilities

- Represent all students within the district
- Attend and provide student opinions at School Board meetings, except at special and executive sessions
- Review and analyze the information packet provided prior to each Board meeting, which may include meeting agenda, minutes, background information, budget and legislative documents, presentations, and reports
- Report major updates, including but not limited to student affairs and proposals, school activities, and educational issues, to the School Board
- Ability to maintain confidential documents
- Understand that all communication with stakeholders (email, personal and official social media, conversations, etc.) is public and reflective of GCSSD as a whole
- Serve as the liaison between the School Board and the student population
- Collaborate with the other Student Board Member

Gibson County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: School District Records	Descriptor Code: 1.407	Issued Date: 10/13/22
		Rescinds: 1.407	Issued: 12/14/17

General

The ~~director~~ **Director** of ~~schools~~ **Schools** shall maintain all school district records required by law, regulation, and board policy. Any citizen of Tennessee shall be permitted during business hours to inspect public records maintained by the school district unless otherwise prohibited by law. Any citizen of Tennessee may request in writing and receive copies of open public records subject to the payment of reasonable cost.^{1,2,3,4}

No records pertaining to individual students will be released for inspection by the public or any unauthorized persons. In addition, information, records, and plans related to security and safety will not be released for public inspection.⁵

~~**OPTION 1: Adopt the following language if the district public records request coordinator and records custodian are NOT the same employee:** All requests to inspect or receive copies of records shall be submitted to the district's public records request coordinator **[the district may list a specific employee/position].**⁶ The public records request coordinator shall forward requests for inspection or copies of records to the appropriate records custodian **[the district may list a specific employee/position].**⁶~~

~~**OPTION 2: Adopt the following language if the district public records request coordinator and records custodian ARE the same employee:**~~

All requests to inspect or receive copies of records shall be submitted to Laura Hawks, the district's public records request coordinator and records custodian.⁶

Prior to producing any record, the records custodian shall ensure confidential information is redacted. Original documents remain intact, and confidential information in copies produced for a requestor shall be redacted. -The ~~director~~ **Director** of ~~schools~~ **Schools** shall develop a procedure to redact confidential information.

REQUESTS FOR INSPECTION²

Citizens requesting to inspect public records shall submit their request and a government issued photo identification card with the citizen's address to the district's public records request coordinator during normal business hours. **Requests may be made in person or, by telephone, fax, electronic transmission, or mail, or email.** ~~(Requests may also be submitted by electronic portal if the district maintains one.)~~ The coordinator shall submit the information to the appropriate records custodian. The records custodian will contact the citizen and indicate when the records will be available to inspect.

1 If the records cannot be made available within seven (7) business days, the records custodian shall
2 provide a records production letter indicating the time needed to complete the request.

3 If the request to inspect is denied, the records custodian shall provide the citizen with a records request
4 denial letter indicating the basis for the denial.

5 **REQUESTS FOR COPIES²**

6 Citizens requesting copies of public records shall complete and submit the Records Request Form and
7 a government issued photo identification card with the citizen's address to the district's public records
8 request coordinator during normal business hours. The coordinator shall submit the Records Request
9 Form to the appropriate records custodian.

10 The records custodian shall provide an estimate of the reasonable costs to produce the requested
11 records. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of
12 Reasonable Charges ~~found at~~ <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to
13 determine the reasonable cost. The records custodian will provide the citizen with an invoice detailing
14 the charges. The citizen shall pay the estimated reasonable costs by **money order** ~~insert acceptable~~
15 ~~forms of payment~~ prior to the district producing the copies.

16 If the records cannot be made available within seven (7) business days, the records custodian shall
17 provide a records production letter indicating the time needed to complete the request.

18 If the request for copies is denied, the records custodian shall provide the citizen with a records request
19 denial letter detailing the basis for the denial.

20 **FREQUENT AND MULTIPLE REQUESTS**

21 When the total number of requests for copies made by a requestor within a calendar month exceeds
22 four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to
23 produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be
24 notified of this policy and provided with a Notice of Aggregation of Multiple **Requests**/Requestors
25 form. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of
26 Reasonable Charges ~~found at~~ <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to
27 determine the reasonable cost. Further, the names of persons inspecting records and the date of
28 inspection shall be recorded.

29 **DENYING REQUESTS FOR NONCOMPLIANCE⁷**

30 *Requests to Inspect a Public Record*

31 The district shall deny a request to inspect a public record from any citizen that has:

- 32 a. ~~made~~**Made** two (2) or more requests to view a public record within a six-month period; and
- 33 b. ~~for~~**For** each request failed to view the record within fifteen (15) business days of receiving
34 notification that the record was available.
35

1 Requests from this citizen shall be denied for up to six (6) months from the date of the second records
2 request. The district's public records request coordinator may waive this denial if he/she determines
3 that failure to view the record was for good cause.

4 *Requests for Copies of Public Records*

5 The district shall deny a request for copies of a public record from any citizen that has:

- 6 a. ~~been~~Been provided with an estimate of the reasonable cost to produce the requested records;
- 7 b. ~~agrees~~Agrees to pay such estimated reasonable cost prior to production of the records; and
- 8 c. ~~fails~~Fails to pay the actual cost after the records have been produced.

9 Additional requests from this citizen shall be denied until the original cost is paid.

10 **RECORDS RETENTION**

11 The ~~director~~ Director of ~~schools~~ Schools and/or ~~his/her~~ designee(s) shall retain and dispose of school
12 district records in accordance with the following guidelines:^{2,4,8}

- 13 1. The ~~director~~ Director of ~~schools~~ Schools and/or ~~his/her~~ designee(s) will determine if a particular
14 record is of permanent or temporary value in accordance with ~~regulations promulgated by County~~
15 ~~Public Records Commission and the Tennessee Institute for Public Services records~~
16 ~~manual;~~^{8,9} state law;^{9,10}
- 17 2. Temporary value records which have been kept beyond the required time may be recommended
18 to the Public Records Commission for destruction;^{10,11,12}
- 19 3. The records that the State Librarian and Archivist desire to preserve in their facilities will be
20 transferred to the State Library and Archives. The temporary value records rejected by the State
21 Library and Archives may be transferred to another institution or destroyed;^{-10,11,12,13}
- 22 4. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the
23 ~~director~~ Director of ~~schools~~ Schools desires to destroy the original permanent record, these
24 records must be reproduced by microfilming or some other permanent reproduction method.
25 Permission to destroy any original permanent record after microfilming follows the same
26 procedure noted above for temporary records;^{9,11,10,12} and
- 27 5. The ~~director~~ Director of ~~schools~~ Schools shall establish procedures to safeguard against the
28 unlawful destruction, removal, or loss of records.^{13,14}

29 **DISTRICT PUBLIC RECORDS REQUEST ~~COORDINATOR~~¹⁴ ~~COORDINATOR~~¹⁵**

30 **Name:** Laura Hawks

31 **Title:** Board Secretary

32 **Contact Information:** 731-692-3803 or hawksl@gcssd.org

Legal References

1. ~~TCA 49-2-301(b)(1)(Z)~~
2. ~~TCA 10-7-503~~
3. ~~TCA 10-7-506(a)~~
4. ~~TCA 49-2-104~~
5. ~~TCA 10-7-504(p)~~
1. ~~TCA 49-2-301(b)(1)(Z)~~
2. ~~TCA 10-7-503; Public Acts of 2025, Chapter No. 94~~
3. ~~TCA 10-7-506(a)~~
4. ~~TCA 49-2-104~~
5. ~~TCA 10-7-504(p)~~
6. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, available at <https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oore/policies-and-guidelines/ScheduleofReasonableCharges.pdf><https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oore/policies-and-guidelines/ScheduleofReasonableCharges.pdf>; TCA 10-7-503(a)(1)(B),(C)TCA 10-7-503(a)(1)(B),(C)
7. ~~TCA 10-7-503(a)(7)(A)(vii)~~
8. ~~TCA 10-7-401~~
9. ~~TCA 10-7-406; TCA 10-7-301(5),(13)~~
10. ~~TCA 10-7-404~~
11. ~~TCA 10-7-413~~
12. ~~TCA 10-7-414~~
13. ~~TCA 39-16-504~~
14. ~~TCA 10-7-503(g)(1)(D)~~
7. ~~TCA 10-7-503(a)(7)(A)(vii)~~
8. ~~TCA 10-7-503(h)(6)~~
9. ~~TCA 10-7-401~~
10. ~~TCA 10-7-406; TCA 10-7-301(5),(13)~~
11. ~~TCA 10-7-404~~
12. ~~TCA 10-7-413~~
13. ~~TCA 10-7-414~~
14. ~~TCA 39-16-504~~
15. ~~TCA 10-7-503(g)(1)(D)~~

Cross References

Financial Reports and Records 2.701
Personnel Records 5.114
Student Records 6.600

Gibson County Board of Education			
Monitoring: Review: Annually, in August	Descriptor Term: Charter School Applications	Descriptor Code: 1.901	Issued Date: 10/12/23 Click here to enter a date.
		Rescinds: 1.901	Issued: 03/09/21

1 *General*

2 This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to
 3 charter schools converting from existing public schools. Proposals from existing charter school
 4 operators or replicators and applicants proposing to contract with educational service providers shall be
 5 in accordance with state law.¹

6 **APPLICATION PROCESS**

7 A prospective charter school sponsor shall send notice to the Director of Schools/designee of its intent
 8 sixty (60) calendar days prior to February 1st of the year preceding the year in which the proposed
 9 charter school plans to begin operation as a charter school. The Director of Schools/designee shall
 10 determine whether the sponsor has selected the correct application category within ten (10) business
 11 days of receiving the letter of intent and notify the sponsor within five (5) business days of a
 12 determination that the incorrect application category has been selected.²

13 A sponsor seeking board approval of an initial charter school application shall complete the forms
 14 provided developed by the Department State Board of Education in coordination with the Tennessee
 15 Public Charter School Commission (“the Commission”). The application shall provide all the
 16 information required by state law. The sponsor shall demonstrate that the proposed charter school
 17 meets the purpose prescribed by state law for the formation of a charter school, and the proposed
 18 charter school will be able to implement a viable program of quality education for its students.

19 Electronic copies of applications shall be submitted to the Board and the ~~Tennessee Department of~~
 20 ~~Education~~ Commission on or before 11:59 p.m. Central Time on February 1st of the year preceding the
 21 year in which the proposed charter school plans to begin operation as a charter school. If the 1st of
 22 February falls on a Saturday, Sunday, or holiday on which the school district offices are closed,
 23 applications will be accepted on the next business day on or before 11:59 p.m. Late applications will
 24 not be accepted, without exception. The sponsor shall pay an application fee of \$2,500.00.² The
 25 Director of Schools/designee shall report each application received to the Commission no later than ten
 26 (10) days after receipt.²

27 The Board shall determine whether an application is complete within ten (10) business days of
 28 receiving the application and shall notify the sponsor within five (5) business days of the determination
 29 if the application is determined to be incomplete.³
 30

1 REVIEW TEAM¹

2 If necessary, the Director of Schools/designee shall appoint a review team to assist in reviewing and
3 evaluating charter school applications. The team shall be comprised of members of the administrative
4 staff for the district, **and** community members with relevant educational, organizational, financial, and
5 legal experience. At the board meeting in December of each year, the Director of Schools/designee
6 shall make a recommendation to the Board on which members of his/her administrative staff should be
7 appointed to the team. The Board shall name the members of the team at its meeting in January of each
8 year. The Board shall designate a Chair of the review team as the contact person for answering
9 questions about the application process and receiving applications. The Director of Schools/designee
10 shall develop an orientation for the team to ensure consistent evaluation standards and the elimination
11 of real or perceived conflicts of interest.

12 The Board shall require the Director of Schools/designee to develop a procedure for receiving,
13 reviewing, and ruling on applications for the establishment of charter schools by the review team. The
14 procedure shall include a timeline for the application and review process. A copy of the procedure,
15 including the review criteria, shall be available on the district's website.

16 The review team shall:

- 17 1. Evaluate all charter school applications based on the review criteria established by state law;
18 and
- 19 2. Recommend one of the following options to the Board for each application: approve, reject, or
20 reject with stipulations for reconsideration.⁴

23 APPROVAL/DENIAL OF APPLICATION⁵

24 The Board shall rule by resolution on the approval or denial of an initial charter school application
25 within ninety (90) calendar days of receipt of the completed application, or the application shall be
26 deemed approved by state law. The Director of Schools/designee shall report the action taken by the
27 Board to the Department of Education **and the Commission.**

28 *Approval*

29 The sponsor of a charter school that is approved by the Board shall enter into a written agreement with
30 the Board which shall be binding on the charter school's governing body. The charter school agreement
31 shall be in writing and signed by the sponsor and the Board.

32 The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state
33 and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.⁶

34 Charter schools approved by the Board are expected to implement the application as submitted and
35 approved. Material variations in operations from the approved application require amendment pursuant
36 to state law and the charter school agreement.⁷

1 The Board shall not provide services to charter schools that are not requested during the application
2 process except for those services that are required under state or federal law. Services agreed to be
3 provided to the charter school by the Board shall be provided at ~~board~~ **the Board's** actual cost. The
4 Board and charter school shall execute a service contract for any additional services.

5 New charter school agreements are approved for a ten (10) year period.⁸ The Board may revoke or
6 deny renewal of a charter school agreement for any of the reasons enumerated in state law.⁹

7 *Denial*

8 If the initial charter school application is denied, the Board shall notify the sponsor in writing within
9 ten (10) calendar days, specifying the objective reasons for the denial and the deadline by which the
10 sponsor may submit an amended application. Upon written receipt of the grounds for denial, the
11 sponsor shall have thirty (30) calendar days within which to submit an amended application to correct
12 the deficiencies. The Board shall have sixty (60) calendar days either to deny or to approve the
13 amended application, or the application shall be deemed approved by state law.⁵

14 If the amended charter school application is denied, the Board shall notify the sponsor in writing
15 within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to an
16 appeal. Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Public
17 Charter School Commission.¹⁰

Legal References

1. ~~TCA 49-13-106; State Board of Education Policy 6.111~~
2. ~~TCA 49-13-107; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01(1)(b),(e)~~
3. ~~TRR/MS 0520-14-01(1)(i)~~
4. ~~TRR/MS 0520-14-01~~
5. ~~TCA 49-13-108; TRR/MSS 0520-14-01~~
6. ~~TCA 49-13-128~~
7. ~~TCA 49-13-110(d)-(e); TRR/MSS 0520-14-01~~
8. ~~TCA 49-13-110(e)~~
9. ~~TCA 49-13-122~~
10. ~~TCA 49-13-108(b)(5)~~
1. TCA 49-13-106; State Board of Education Policy 6.111
2. TCA 49-13-107; Public Acts of 2025, Chapter No. 275; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01-.01(1)(b),(e)
3. TRR/MS 0520-14-01-.01(1)(i)
4. TRR/MS 0520-14-01
5. TCA 49-13-108; Public Acts of 2025, Chapter No. 275; TRR/MSS 0520-14-01
6. TCA 49-13-128
7. TCA 49-13-110(d)-(e); TRR/MSS 0520-14-01
8. TCA 49-13-110(c)
9. TCA 49-13-122
10. TCA 49-13-108(b)(5)

Gibson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Oversight	Descriptor Code: 1.903	Issued Date: 10/12/23 Click here to enter a date.
		Rescinds: 1.903	Issued: 09/12/19

1 *General*

2 The Board shall oversee and annually evaluate charter schools to ensure they meet the performance
3 standards and targets set forth in the charter school agreement.¹ The Board shall create a
4 comprehensive performance, accountability, and compliance monitoring system based on the charter
5 school agreement and communicate the results to each charter school. At a minimum, the monitoring
6 system shall address academic, financial, and organizational performance standards as outlined in the
7 charter school agreement and required by the State Board of Education.¹ The Board shall utilize the
8 results when making renewal, revocation, and intervention decisions. Reports on charter school
9 oversight shall be compiled by **the Director of Schools/designee** [\[insert title staff member\]](#) and
10 published on the district's webpage at least annually.

11 The Board shall communicate with the charter schools in its portfolio as needed, including both the
12 charter school leader and governing board, and provide timely notice of any material charter school
13 agreement violations and performance deficiencies.

14 The Board shall articulate and enforce stated consequences for failing to meet performance
15 expectations or compliance requirements.

16 **MONITORING SYSTEM**

17 The Director of Schools/designee shall implement a performance and compliance monitoring system
18 per the terms of the charter agreement. This information will be provided to the Board on an ongoing
19 basis through reports that will form the basis of renewal, revocation, and intervention decisions. To aid
20 in this, the Director of Schools/designee shall develop a reporting calendar that outlines when
21 information required by state law shall be provided by the charter school.

22 **SITE VISITS**

23 A site visit to each charter school shall be conducted annually. The purpose shall be to collect data and
24 other qualitative information that cannot be obtained otherwise. The Director of Schools/designee shall
25 develop a site visit procedure that outlines the expectations of charter schools prior to, during, and after
26 the site visit, including review of the documents and data, classroom observations, and interviews.
27 These visits shall minimize administrative burdens and avoid operational interference.

1 The Board shall provide the charter school with a report that summarizes the outcome of the visit. The
2 report shall provide an analysis of relevant data and include general recommendations, if applicable.²

3 **CHARTER SCHOOL REPORTING**

4 Charter schools shall provide the information required by the charter school agreement and state law to
5 the Board. The Director of Schools/designee shall develop a reporting calendar that defines and
6 communicates the process, methods, and timing of gathering and reporting data to the Board.²

7 By September 1st, the governing body of an approved charter school shall make a written report to the
8 Board.³ The annual report shall include:

- 9 1. A report on the progress of the charter school in achieving the goals outlined in the charter
10 school agreement;
- 11 2. A financial statement disclosing the financial health of the charter school, including the costs of
12 the administration, instruction, and other spending categories of the charter school; and
- 13 3. A detailed accounting, including the amounts and sources, of all funds received by the charter
14 school, other than the funds received per state law.⁴

17 This reporting requirement shall begin in the year after the year in which the charter school begins
18 operation.

19 Multiple charter schools overseen by a single governing board shall report their performance as
20 separate, individual charter schools. Each charter school shall be independently accountable for its
21 performance.

22 Each charter school governing body shall submit an annual audit of all accounts and records, to include
23 internal school activity and cafeteria funds, to the Board as soon as practical after June 30th.⁵

24 **AUTHORIZER REPORTING AND REVIEW**

25 By December 1st, the Board shall report to the ~~Department~~ **State Board** of Education detailing the
26 authorizer fees collected in the previous school year and the authorizing obligations fulfilled using the
27 fee.⁶ By January 1st, the Board shall submit an annual authorizer report to the ~~Department of Education~~
28 ~~and the~~ State Board of Education **and make the report available on the district website**.⁷ The Director
29 of Schools/designee shall prepare the reports and provide the information to the Board prior to
30 submission.

Legal References

1. ~~TCA 49-13-111(d); State Board of Education Policy 6-111~~
2. ~~TCA 49-13-120~~
3. ~~TCA 49-13-120(a)-(b)~~
4. ~~TCA 49-13-112(a), (f)~~
5. ~~TCA 49-13-127~~
6. ~~TCA 49-13-128(f)~~

- ~~7. TCA 49-13-120(e)~~
1. TCA 49-13-111(d); State Board of Education Policy
6.111
2. TCA 49-13-120
3. TCA 49-13-120(a)-(b)
4. TCA 49-13-112(a), (f)
5. TCA 49-13-127
6. TCA 49-13-128(f); Public Acts of 2025, Chapter No.
275
7. TCA 49-13-120(c); Public Acts of 2025, Chapter No.
275

Gibson County Board of Education

Monitoring: Review: Annually, in September Review: Annually, in August	Descriptor Term: Charter School Renewal	Descriptor Code: 1.905	Issued Date: 10/12/23
		Rescinds: 1.905	Issued: 09/12/19

1 INTERIM REVIEW

2 The Director of Schools/designee shall conduct an interim review of a charter school in the fifth year
3 of a charter term in accordance with guidelines developed by the **Department State Board** of
4 Education. As part of this process, the charter school shall submit a report on the progress of the school
5 in achieving the goals and objectives set forth in the charter agreement.¹

6 CUMULATIVE **PERFORMANCE PERFORMANCE** REPORT

7 Three (3) months prior to the date on which a charter school is required to submit a renewal
8 application, the Director of Schools/designee shall submit a performance report to the charter school
9 that summarizes the school's performance record over the charter term and states the summative
10 findings concerning the school's performance and prospects for renewal.²

11 APPLICATION AND EVALUATION

12 No later than April 1st of the year prior to the year in which the charter school agreement expires, the
13 governing body of a charter school shall submit a renewal application to the Board.³ **The Director of**
14 **Schools/designee shall report each renewal application received to the Tennessee Public Charter**
15 **School Commission ("the Commission") within ten (10) days of receipt.**³

16 The Director of Schools/designee shall conduct a renewal evaluation site visit to each charter school
17 that submits a charter school renewal application.

18 The Board will make renewal decisions by February 1st **in** the year the charter school agreement
19 expires.

20 RENEWAL CRITERIA⁴

21 The Board shall define and communicate with schools the criteria for renewal that **are is** consistent
22 with the charter agreement. The Board shall make its renewal decision based on the renewal
23 application, annual **progress authorizer** reports, and renewal performance **reports report**.

24 Within ten (10) days of the Board voting by resolution on a renewal application, the Director of
25 Schools/designee shall promptly notify a school of its renewal recommendation and decision,
26 including the reasons for the decision and any rights to an appeal. The Director of Schools/designee
27 shall promptly communicate renewal decisions to the school community and **public as well as the**
28 **Department of Education and the Commission**.

Legal References

- ~~1. TCA 49-13-121(k)~~
 - ~~2. State Board of Education Policy 6.111~~
 - ~~3. TCA 49-13-121(a)~~
 - ~~1. TCA 49-13-121; State Board of Education Policy 6.111~~TCA 49-13-121(k); Public Acts of 2025, Chapter No. 275
 - ~~2. State Board of Education Policy 6.111~~
 - ~~3. TCA 49-13-121(a); Public Acts of 2025, Chapter No. 275~~
 - ~~4. TCA 49-13-121; State Board of Education Policy 6.111; Public Acts of 2025, Chapter No. 275~~
- 4.

Gibson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Revocation	Descriptor Code: 1.906	Issued Date: 10/12/23
		Rescinds: 1.906	Issued: 09/12/19

1 *General*

2 The Board shall revoke a charter school agreement if the charter school:¹

- 3 1. Failed to meet or make sufficient progress toward the performance expectations set forth in the
4 charter school agreement;
- 5 2. Committed a material violation of any of the conditions, standards, or procedures set forth in
6 the charter school agreement;
- 7 3. Failed to meet generally accepted standards of fiscal management; or
8
- 9 4. Performed any of the acts that are conditions for non-approval of charter schools under state
10 law.
11
12

13 **NOTICE**

14 The Director of Schools/designee shall notify the charter school of the Board's intent to revoke the
15 charter school agreement in writing at least thirty (30) days prior to the revocation.²

16 Within ten (10) days of the Board voting to renew, not renew, or revoke a charter school agreement,
17 the Director of Schools/designee shall report the Board's decision to the Department of Education, **and**
18 **Tennessee Public Charter School Commission**. The Director of Schools/designee shall also provide the
19 charter school a copy of the Board's resolution setting forth the decision and the reasons for the
20 decisions, and an explanation of the right to appeal.³

21 **REVOCAION DUE TO PRIORITY STATUS**

22 The Board may revoke a charter school agreement if the charter school is identified as a priority school
23 under state law. Revocation shall take effect immediately following the close of the school year in
24 which the charter school is identified as a priority school.⁴

25 The Board shall revoke a charter school agreement if the charter school is identified as a priority
26 school for two consecutive cycles ~~(beginning in 2017)~~. Revocation shall occur immediately after the
27 close of the school year in which the charter school is identified as a priority school for the second
28 consecutive cycle.

29 **PROCEDURES FOR CLOSURE**

1 The Director of Schools/designee shall develop administrative procedures regarding charter school
2 closures prior to the Board denying renewal or revoking a charter school agreement.⁵ These procedures
3 shall outline a detailed protocol that will ensure timely notification to parents, orderly transition of
4 students and student records, and disposition of school funds, property, and assets in accordance with
5 state law.

Legal References

- ~~1. TCA 49-13-122(b); State Board of Education Policy 6.111~~
- ~~2. TCA 49-13-122(e)~~
- ~~3. State Board of Education Policy 6.111~~
- ~~4. TCA 49-13-122(a)~~
1. TCA 49-13-130 TCA 49-13-122(b); State Board of Education Policy 6.111
2. TCA 49-13-122(e)
3. State Board of Education Policy 6.111; Public Acts of 2025, Chapter No. 275
4. TCA 49-13-122(a)
5. TCA 49-13-130

Gibson County Board of Education			
Monitoring: Review: Annually, in September	Descriptor Term: Surplus Property Sales	Descriptor Code: 2.403	Issued Date: 09/12/24
		Rescinds: 2.403	Issued: 09/12/19

1 The Director of Schools shall prepare a list of unusable items for board approval.¹ The list shall contain
2 the following information: name of item, date of purchase, and reason for disposal.

3 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general
4 circulation at least seven (7) days prior to the sale.² Notice shall also be published on a news and
5 information website in accordance with state law.³

6 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be
7 disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools
8 and the Board Chair shall agree in written form that the property is of no value or is of less value than
9 five hundred dollars (\$500).⁴

10 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the
11 Board shall approve other methods of disposal.⁵

12 Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall
13 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

14 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS⁶**

15 When equipment that was purchased with federal dollars is no longer needed for the original project or
16 program or for other activities currently or previously supported by a federal agency, disposition of the
17 equipment shall be made as follows:

- 18 1. Items of equipment with a current per-unit fair market value of ~~\$5,000~~ **\$10,000** or less may be
19 retained, sold, or otherwise disposed of with no further obligation to the awarding agency; or
20
- 21 2. Items of equipment with a current per unit fair market value in excess of ~~\$5,000~~ **\$10,000** may be
22 retained or sold, and the awarding agency shall have a right to an amount calculated by
23 multiplying the current market value or proceeds from sale by the awarding agency's share of the
24 equipment.

Legal References

1. [TCA 49-6-2006\(b\)\(3\); TCA 49-6-2208](#)
2. [TCA 49-6-2007\(b\)](#)
- ~~3. [Public Acts of 2024, Chapter No. 793](#)~~
3. [TCA 1-3-120; Public Acts of 2025, Chapter No. 105](#)

Cross References

- Duties of Officers 1.201
- Inventories 2.702
- Textbooks and Instructional Materials 4.400

4. [TCA 49-6-2007\(d\)](#)
5. [TCA 12-2-403\(a\)](#)
6. [2 CFR § 200.313\(e\)](#)

Gibson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Emergency Preparedness Plan	Descriptor Code: 3.202	Issued Date: 09/12/24
		Rescinds: 3.202	Issued: 08/10/23

1 *General*

2 The Director of Schools shall be responsible for developing, maintaining, and acquiring board
3 approval of the district Emergency Preparedness Plan¹ which shall include procedures for bomb
4 threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and
5 medical emergencies.

6 The principal of each school shall develop and implement emergency preparedness drills which shall
7 be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with
8 emergency response agencies.

9 **FIRE AND SAFETY DRILLS**

10 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30)
11 school days, with **no more than two (2) fire drills** occurring during the first thirty (30) full days of the
12 school year. Additionally, he/she shall ensure that four (4) fire safety educational announcements are
13 conducted throughout the year.²

14 The principal shall ensure that three (3) additional safety drills are given during the school year.³ These
15 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not
16 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in
17 each school's office.³

18 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and
19 shall give all school personnel instructions on how to properly use fire extinguishers.

20 The district shall work with local law enforcement and the local fire department to develop a procedure
21 for identifying the cause of fire alarm activation. This procedure must be in place by January 1, 2025
22 and shall be reviewed and updated annually thereafter.⁴

23 **ANNUAL DRILLS⁵**

24 The principal shall ensure that the school safety team conducts each of the following type of drills
25 annually:

26 1. An armed intruder drill in coordination with local law enforcement;

27

28 2. An incident command drill; and

29

1 3. An emergency safety bus drill.

2 **AED DRILLS⁶**

3 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in
4 the event of a medical emergency. The principal shall ensure that the drill occurs.

5 The Director of Schools shall develop the necessary administrative procedures on AED and CPR
6 training, planning, notification, and maintenance to comply with state law.

7 **MEDICAL EMERGENCIES/PANDEMIC FLU⁷**

8 In the event of medical emergencies such as a pandemic flu outbreak, school officials shall cooperate
9 and consult with the local and state health departments and other local emergency or healthcare
10 providers in protecting students and the community from further infection. The Director of Schools
11 shall develop procedures for health emergencies in accordance with state law.

12 **REMOTE LEARNING DRILLS⁸**

13 At least once each school year, a remote learning drill shall be conducted. The drill shall accurately
14 reflect how students will transition to remote learning in the event of a disruption to school operations.
15 Students shall not be asked or required to transition to remote learning at any time during the drill.

Legal References

1. [TRR/MS 0520-01-02-30\(2\)](#); [TCA 49-6-804](#); [TCA 49-6-805\(8\)](#)
- ~~2. [TCA 68-102-137\(b\)](#)~~
3. [TCA 68-102-137\(f\)](#)
- ~~4. [Public Acts of 2024, Chapter No. 563](#)~~
- ~~4. [TCA 49-6-807\(e\)](#)~~
5. [TCA 49-6-807](#)
6. [TCA 49-2-122](#); ~~[TCA 49-6-1208](#)~~; ~~[Public Acts of 2024, Chapter No. 625](#)~~ [TCA 49-6-1208](#)
7. [TCA 49-6-3004\(a\), \(e\)](#); [TCA 49-5-404](#)
8. [TCA 49-2-139](#)

Cross References

Emergency Closings 1.8011
Safety 3.201

Community Use of School Facilities 3.206

Gibson County Board of Education

Monitoring: Review: Annually, in September Review: Annually, in October	Descriptor Term: Threat Assessment Team	Descriptor Code: 3.204	Issued Date: 08/10/23
		Rescinds: 3.204	Issued: 06/13/96

1 *General*¹

2 A threat assessment team shall be created within the school district to develop intervention-based
3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a
4 safe, supportive, and effective school environment. The Director of Schools shall appoint the members
5 of the threat assessment team.

6 The Director of Schools shall develop administrative procedures regarding the training and operations
7 of the team to comply with state law and State Board of Education rules and regulations.

8 **TEAM MEETINGS**

9 All threat assessment team meetings shall be closed to the public.²

10 **RECORDKEEPING**³

11 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that
12 resulted in intervention and shall provide the information to the Director of Schools.

13 A report of the activities of the threat assessment team will be compiled and shared with the Board
14 before each regular meeting.

15 Documents produced or obtained regarding these assessment activities will not be open for public
16 inspection.

17 **REPORTING**⁴

18 The Director of Schools shall develop a process for providing parent(s)/guardian(s) information on
19 credible threats of violence or significantly disruptive behavior directed toward or occurring on the
20 grounds of the school their student attends. Such reports shall include incidents that are reported to a
21 state or local law enforcement agency. These reports must be made within forty-eight (48) hours of the
22 district's report to law enforcement.

23 At least once per quarter, the Director of Schools shall provide the Board with a report listing the total
24 number of incidents reported to state and local law enforcement agency requiring notice to
25 parent(s)/guardian(s) for the respective quarter as well as total for the year to date.

Legal References

Cross References

- ~~1. TCA 49-6-2701 et seq.; Public Chapter 2023, Chapter No. 367~~
- ~~2. TCA 49-6-2701(f)~~
 - ~~1. TCA 49-6-2702 TCA 49-6-2701~~
 - ~~2. TCA 49-6-2701(f)~~
 - ~~3. TCA 49-6-2702~~
- ~~3.4. Public Acts of 2025, Chapter No. 215~~

School District Records 1.407
Safety 3.201
Security 3.205
Student Records 6.600

Gibson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: <u>Instructional Goals</u> <u>Instructional Program</u>	Descriptor Code: 4.100	Issued Date: 06/13/96
		Rescinds:	Issued:

1 ~~The Board of Trustees approves the following broad-based instructional goals for students:~~

- 2 ~~• To acquire the knowledge and attitude necessary to achieve and maintain good physical and~~
3 ~~mental health;~~

4 General

5 The Board shall not discriminate on the basis of race, color, religion, sex, national origin, or disability
6 in its instructional program or activities.¹ Discrimination shall include antisemitism, defined as a
7 certain perception of Jews, which may be expressed as hatred toward Jews including, but not limited
8 to, rhetorical and physical manifestations of antisemitism directed toward Jewish or non-Jewish
9 individuals and/or their property, toward Jewish community institutions and religious facilities.²

10 GOALS

11 The Board approves the following instructional goals for students:

- 12 •1. To develop the skills necessary to function as a self-directed person;
- 13 ~~• To develop the capacity to cope with change through an understanding of the arts, humanities~~
14 ~~and scientific processes;~~
- 15 •2. To know the principles involved in making moral and ethical choices.;
- 16 •3. To develop the basic skills of reading, writing, ~~computation~~ mathematics, spelling, speaking,
17 and problem solving;
- 18 •4. To develop a positive attitude toward ~~learning as a~~ the lifelong endeavor of learning;
- 19 •5. To learn to identify personal talents and interests, make appropriate career choices, and develop
20 career skills;

- 1 •6. To acquire knowledge and to develop skills in the management of personal and public
2 resources necessary for meeting obligations to self, family, and society;
- 3 •7. To learn to act in a responsible manner;
- 4 •8. To learn of the rights and responsibilities of citizens of the community, state, nation, and world;
5 and
- 6 • To learn to understand, respect, and interact with people of different cultures, generations, and
7 races.

Legal References

1. [42 USCA § 2000d et seq.](#)
2. [Public Acts of 2025, Chapter No. 293](#)

Cross References

School District Goals -1.700
Student Goals 6.100
[Student Concerns 6.305](#)

Gibson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Virtual Education Program	Descriptor Code: 4.212	Issued Date: 11/08/22
		Rescinds: 4.212	Issued: 11/09/21

1 *General*

2 The **Gibson County Special School District** ~~[insert name of district]~~ virtual education program is a
3 course or series of courses offered by **the** school district to provide students a broader range of
4 educational opportunities through the use of technology. Utilizing this program is temporary and shall
5 not replace a student's regular instructional program.¹

6 Class size ratios for the virtual education program shall comply with the requirements as outlined in
7 state law.²

8 ~~[Revise the list below to align with how the district utilizes virtual education programs (i.e., this
9 is the full list of options to utilize this program but not all of these are required).]~~

10 Virtual education programs³ shall be made available to students for the following purposes:

- 11 1. Academic remediation, enrichment, or providing students access to a wider range of courses;
- 12 2. Continuity of educational service for students who are homebound;⁴
- 13 3. Continuity of educational service for students who are quarantining;⁵
- 14 4. Continuity of educational service for students enrolled in an alternative school;⁶ ~~or~~
- 15 5. Continuity of educational service when the district utilizes remote instruction due to dangerous
16 or extreme weather conditions, a serious outbreak of illness affecting or endangering students
17 or staff, or during the administration of end of course examinations or other examinations as
18 allowed per state law⁷; **or**⁷

19 **6. Continuity of educational service when the district utilizes hybrid instruction due to dangerous
20 or extreme weather conditions, or an emergency, as determined by the Director of Schools.⁸**

26 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

27 Students shall be eligible to utilize a virtual education program if participating in one of the above
28 educational opportunities. The following factors shall also be taken into consideration when
29 determining eligibility:

- 1 1. Attendance;
- 2
- 3 2. Grades; ~~and~~
- 4
- 5 3. Technology survey; ~~and~~
- 6
- 7 ~~4. Include any additional local requirements.~~

8 ATTENDANCE

9 Student attendance in the virtual education program shall adhere to the general requirements of board
10 policy 6.200 and any relevant administrative procedures.

11 Methods of confirming student attendance shall include two or more of the following:

- 12 1. Students participating in a phone call with a teacher, with parent/guardian support as
13 appropriate for the age of the student;
- 14
- 15 2. Students participating in synchronous virtual instruction;
- 16
- 17 3. Students completing work in a learning management system; ~~and~~
- 18
- 19 4. Students submitting work via hard-copy or virtual formats; ~~or~~
- 20
- 21 ~~5. Insert any additional local methods.~~

22 REMOVAL FROM VIRTUAL EDUCATION PROGRAM

23 A student may be removed from the virtual education program or denied future enrollment in a virtual
24 education program based on disciplinary issues, attendance issues, or poor academic performance.

25 Before a student is removed based on poor academic performance, the following interventions shall
26 occur:

- 27 1. Notification of parent/guardian; ~~and~~
- 28
- 29 2. One-on-one assessment conducted by the principal/designee regarding any learning needs and
30 academic performance; ~~and~~
- 31
- 32 ~~3. Insert additional local intervention options.~~

33 ~~ENROLLMENT AGREEMENT (if applicable)~~

34 ~~The Director of Schools shall work with the Board's attorney to draft an enrollment agreement for~~
35 ~~students from other school districts that want access to virtual education program courses.~~

- ~~1. TRR/MS 0520-01-03-.05(2)~~
 - ~~2. TCA 49-1-104(h); State Board of Education Policy 3.206~~
 - ~~3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)~~
 - ~~4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07~~
 - ~~5. TRR/MS 0520-01-13-.01(1)(d)(1)~~
 - ~~6. TRR/MS 0520-01-02-.09; Public Acts of 2022, Chapter No. 960~~
 - ~~1. Public Acts of 2022, Chapter No. 897 TRR/MS 0520-01-03-.05(2)~~
 - ~~2. TCA 49-1-104(h); State Board of Education Policy 3.206~~
 - ~~3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)~~
 - ~~4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07~~
 - ~~5. TRR/MS 0520-01-13-.01(1)(c)~~
 - ~~6. TRR/MS 0520-01-02-.09; TCA 49-6-3402(i)~~
 - ~~7. TCA 49-6-3004(i)~~
 - ~~8. Public Acts of 2025, Chapter No. 484~~
- ~~7.~~

Emergency Closings 1.8011

Homebound Instruction 4.206

Credit Recovery 4.210

Alternative Education 6.319

Gibson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date: 09/12/24
		Rescinds: 4.301	Issued: 11/09/21

1 *General*

2 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be
3 treated differently from another person, or otherwise be discriminated against in any athletic program of
4 the school. Equal athletic opportunities shall be provided for members of both sexes.¹ Student athletes
5 shall only be allowed to participate in athletic activities or events that align with the student's sex
6 indicated on his/her original birth certificate.² The Director of Schools/designee shall require the
7 parent/guardian to provide the student's original birth certificate prior to participation in any
8 interscholastic athletics. If the original birth certificate is not available or does not indicate the student's
9 sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of
10 the student's sex at birth.

11 Interscholastic athletics shall be administered as a part of the regular school program and shall be the
12 principal's responsibility. Principals shall ensure that school regulations regarding participation in a sport
13 are reasonable. Athletic schedules shall be filed in each principal's office. The principal/designee shall
14 accompany an athletic team on trips. Transportation of teams to athletic games is approved by the Board,
15 provided the team's school reimburses the Board for mileage.

16 Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control
17 of athletics.³ The Director of Schools shall develop a code of conduct for all coaches to follow in order
18 to ensure the health and safety of athletes.⁴

19 **INSURANCE & PHYSICAL EXAMINATIONS**

20 In the event that the school's insurance provider does not extend coverage to an athlete, the athlete shall
21 provide proof of independently secured catastrophic coverage and liability coverage, with the school
22 district as a named insured, of not less than the limits set forth in state law.⁵ It shall be the responsibility
23 of the parent(s)/guardian(s) to provide health and hospitalization insurance for all students participating
24 in interscholastic athletics.

25 Prior to participation in interscholastic athletics, every student shall complete an annual physical
26 examination.⁶ The parent(s)/guardian(s) of each student shall be responsible for covering the cost of the
27 examination, and these records shall be on file in the principal's office.

28 **SCHEDULING CONFLICTS**

29 No principal or teacher shall dismiss his/her school or any group of students for the purpose of attending
30 the practice of any interscholastic sport during the school day without written permission from the
31 Board.⁷ This does not prevent regular physical training lessons in the daily school program.

1 Students shall not be required to attend a school athletic event, or event related to participation on a
2 school athletic team, if the event is on an official school holiday, observed day of worship, or religious
3 holiday. The student's parent/guardian shall notify the coach in writing three (3) full school days prior
4 to the event.⁸

5 **SEVERE WEATHER⁴**

6 Severe weather is any type of weather that could impede the safety of any athlete by compromising the
7 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,
8 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be
9 discussed with all players, coaches, and officials, if applicable.

10 All coaches who oversee or participate in outdoor training, practice, or competition shall annually
11 complete a heat illness prevention course approved by the Tennessee Department of Health as well as
12 receive training on activity modifications based on environmental conditions.

13 **PROHIBITION AGAINST HAZING**

14 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or
15 tolerate hazing activities.⁹

16 **HOME SCHOOL STUDENT PARTICIPATION¹⁰**

17 Home school students shall be permitted to participate in accordance with TSSAA or TMSAA
18 guidelines. If a school is not a member with these organizations, home school students that are zoned
19 for the school shall be permitted to participate in interscholastic athletics to the same extent as other
20 students.

21 **VIRTUAL SCHOOL STUDENT PARTICIPATION¹¹**

22 **Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA**
23 **guidelines. If a school is not a member with these organizations, virtual school students that are zoned**
24 **for the school shall be permitted to participate in interscholastic athletics to the same extent as other**
25 **students.**

Legal References

1. [34 CFR § 106.41](#); [20 USCA § 1681](#) *et seq.*
2. [TCA 49-6-310\(a\)](#)
3. [TRR/MS 0520-01-02-.08\(1\)](#)
4. [TCA 49-6-3601](#)
5. [TCA 29-20-403](#)
6. [20 USCA § 1232h\(c\)](#); [TRR/MS 0520-01-13-.01\(1\)\(a\)](#)
7. [TCA 49-6-1002\(a\)](#)
8. [TCA 49-6-1002\(c\)](#)
9. [TCA 49-2-120](#)
10. ~~Public Acts of 2024, Chapter No. 639~~TCA 49-6-3050(e)(1)(B)
- 10-11. ~~Public Acts of 2025, Chapter No. 173~~

Cross References

Special Use of School Vehicles 3.402
Student Insurance Program 3.601
Extracurricular Activities 4.300
Attendance 6.200

Gibson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Library Materials	Descriptor Code: 4.403	Issued Date: 09/12/24
		Rescinds: 4.403	Issued: 08/10/23

1 *General*

2 The **Supervisor of Librarians** ~~[insert title employee]~~ shall be responsible for library collection
3 development. He/she shall post the list of library materials online. Library materials shall be reviewed
4 to ensure the content aligns with state law. Prior to the purchase of new materials, librarians shall review
5 the age and maturity level along with the reading level of the selected items for suitability. ¹ A list of
6 new materials shall be reviewed by the **Supervisor of Librarians** ~~[insert title employee]~~.

7 **Supervisor of Librarians** ~~[Insert title employee]~~ shall be responsible for periodically reviewing the
8 district's library collection in line with the standards established below. ~~[Note: The Board can create a
9 more specific review process.]~~ Any materials found to be out of alignment with the standards shall be
10 removed, and this action shall be documented in writing and presented to the Director of Schools and
11 the Board.

12 **STANDARDS²**

13 The library collection shall adhere to the following criteria:

14 ~~[Note: The Board can include local standards.]~~

- 15 1. Materials shall be suitable for and consistent with the educational mission of the school;
- 16
- 17 2. Materials shall be appropriate for the age and maturity levels of the students who may access
18 them. The determining factor will be based on an assessment of any mature themes or content
19 (i.e., violence, sexual content, vulgar language, substance abuse);
- 20
- 21 3. Materials shall contain literary, historical, scientific, and/or artistic value and merit; ~~and~~
- 22
- 23 4. The collection as a whole shall offer a variety of viewpoints; ~~and~~
- 24
- 25 ~~4.5. Materials shall not be removed on the sole grounds that the item is religious.~~

26 Any materials that meet the following criteria shall be removed and excluded from the district's library
27 collection:

- 28 1. Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess
29 violence, or sadomasochistic abuse as defined in state law³;
- 30

- 1 2. Are patently offensive as defined in state law; or
- 2
- 3 3. Appeal to the prurient interest as defined in state law.

4 The Board shall be notified when any library materials are challenged or removed pursuant to this policy.

5 **COMPLAINTS⁴**

6 ~~**The following is a suggested review process. The Board has discretion to create its own review**~~
7 ~~**process. We encourage reaching out to your local board attorney if there are legal concerns.**~~

8 If a complaint is made by an employee, student, or parent/guardian, the person receiving the complaint
9 shall:

- 10 1. Inform the complainant of the selection procedures and make no commitments.
- 11
- 12 2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
- 13
- 14 3. Inform the principal (and other appropriate personnel).
- 15
- 16 4. Keep challenged materials available for use during the reconsideration process.

17 Upon receipt of the completed form, the principal may notify the Director of Schools. The principal
18 may request review of the challenged materials by an ad hoc materials review committee within thirty
19 (30) days. If the principal appoints a review committee, it should include certified library media
20 personnel, representatives from classroom teachers, and one or more parents.

21 After receiving the challenged materials, the following steps should occur:

- 22 1. Read, view, or listen to the contested material in its entirety;
- 23
- 24 2. Check general acceptance of the material by reading recognized and evaluative reviews;
- 25
- 26 3. Determine the extent to which the material is appropriate for the age and maturity levels of the
27 students who have access to the materials and whether the material is suitable for, and
28 consistent with, the educational mission of the school; and
- 29
- 30 4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the
31 material for its strength and value.

32 The principal shall present a recommendation to the Director of Schools. The Director of Schools shall
33 assess the findings along with the recommendation of the principal and present a recommendation to
34 the Board.

35 The Board shall evaluate the recommendations of the principal and the Director of Schools along with
36 the material to determine whether it is appropriate for the age and maturity levels of the students who
37 have access to the materials and whether the material is suitable for, and consistent with, the

- 1 educational mission of the school. The Board shall review the findings and affirm, overturn, or modify
- 2 the decision within sixty (60) days from which the feedback was received.

3 **REMOVAL OF LIBRARY MATERIALS**

- 4 If it is determined that the material is not appropriate for the age and maturity levels of the students
- 5 who have access to them or is not suitable for, and consistent with, the educational mission of the
- 6 school, the material shall be removed from the library collection.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); TCA 49-6-3803
2. TCA 49-6-3803(a),(b); Public Acts of 2025, Chapter No. 270
3. TCA 39-17-901
4. TCA 49-6-3803(e), (f)

Cross References

- Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); TCA 49-6-3803
2. Public Acts of 2024, Chapter No. 782
3. TCA 39-17-901
4. TCA 49-6-3803

Cross References

Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

Gibson County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of the Internet	Descriptor Code: 4.406	Issued Date: 11/08/22 Click here to enter a date.
		Rescinds: 4.406	Issued: 05/09/17

1 The Board supports the right of staff and students to have reasonable access to various information
2 formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate
3 and responsible manner.

4 EMPLOYEES

5 Before any employee is allowed use of the district's internet or intranet access, the employee shall sign
6 a written agreement, developed by the Director of Schools/designee that sets out the terms and conditions
7 of such use. Any employee who accesses the district's computer system for any purpose agrees to be
8 bound by the terms of that agreement, even if no signed written agreement is on file.

9 The Director of Schools shall develop and implement procedures for appropriate internet use which shall
10 address the following:

- 11 1. Development of the Network and Internet Use Agreement;
- 12
- 13 2. General rules and ethics of internet access;
- 14
- 15 3. Guidelines regarding appropriate instruction and oversight of student internet use;
- 16

17 ~~4. A uniform signature block for use by all district employees; and~~

18

19 ~~4.5.~~ Prohibited and illegal activities including, but not limited to, the following:¹

- 20 • Sending or displaying offensive messages or pictures;
- 21 • Using obscene language;
- 22 • Harassing, insulting, defaming, or attacking others;
- 23 • Damaging computers, computer systems, or computer networks;
- 24 • Hacking or attempting unauthorized access to any computer;
- 25 • Violation of copyright laws;
- 26 • Trespassing in another's folders, work, or files;
- 27 • Intentional misuse of resources;
- 28 • Using another's password or other identifier (impersonation);
- 29 • Using the network for commercial purposes; and
- 30 • Buying or selling on the internet.

31 STUDENTS

1 The Director of Schools shall develop and implement procedures for appropriate internet use by students.
2 Procedures shall address the following:

- 3 1. General rules and ethics of internet use; and
- 4
5 2. Prohibited or illegal activities including, but not limited to:¹
 - 6 • Sending or displaying offensive messages or pictures;
 - 7 • Using obscene language;
 - 8 • Harassing, insulting, defaming, or attacking others;
 - 9 • Damaging computers, computer systems, or computer networks;
 - 10 • Hacking or attempting unauthorized access;
 - 11 • Violation of copyright laws;
 - 12 • Trespassing in another's folders, work, or files;
 - 13 • Intentional misuse of resources;
 - 14 • Using another's password or other identifier (impersonation);
 - 15 • Using the network for commercial purposes; and
 - 16 • Buying or selling on the internet.

17 INTERNET SAFETY MEASURES²

18 Internet safety measures shall be implemented that effectively address the following:

- 19 1. ~~Controlling access- Limiting the content accessible~~ by students ~~to inappropriate matter on~~ using
20 the internet ~~and world wide web~~ access provided by the district to content that is age-
21 appropriate;
- 22
23 2. ~~Safety~~ Protecting the safety and security of students when they are using electronic mail, chat
24 rooms, and other forms of direct electronic communications; using internet access provided by
25 the district;
- 26
27 3. Preventing unauthorized access, including "hacking" and other unlawful activities by students
28 online;
- 29
30 ~~4. Unauthorized disclosure, use, and dissemination of personal information regarding~~
31 ~~students; and~~
- 32
33 4. Restricting students' access to materials harmful to them; and
- 34
35 5. Preventing students from using internet access provided by the district to access websites, web
36 applications, or software that does not protect students against the disclosure, use, or
37 dissemination of their personal information.

38 The Director of Schools/designee shall establish a process to ensure the district's education technology
39 is not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall
40 include, but not be limited to:

- 1 1. Utilizing technology that filters, blocks, or otherwise prevents internet access (for both students
2 and adults) to material that is obscene or pornographic;³
3
- 4 2. Prohibiting and preventing a user from sending, receiving, viewing, or downloading materials
5 that are deemed to be harmful to minors;⁴
6
- 7 3. Maintaining and securing a usage log; and
8
- 9 4. Monitoring online activities of students.²

10 The Board shall provide reasonable public notice of and at least one (1) public hearing or meeting to
11 address and communicate its internet safety measures.²

12 A written parental consent shall be required prior to the student being granted access to electronic media
13 involving district technological resources. The required permission/agreement form, which shall specify
14 acceptable uses, rules of online behavior, access privileges, and penalties for policy/procedural
15 violations, must be signed by the parent/guardian of minor students (those under 18 years of age) and
16 also by the student. This document shall be executed each year and shall be valid only in the school year
17 in which it was signed unless parent(s)/guardian(s) provide written notice that consent is withdrawn. In
18 order to rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old)
19 must provide the Director of Schools with a written request.

20 ~~[Note: Insert the following language if the district contracts for the provision of digital or online~~
21 ~~materials created and marketed for K-12.]~~ Complaints alleging a violation of the internet safety
22 measures shall be submitted to the **Technology Coordinator** ~~[insert title of employee]~~. All complaints
23 shall be reviewed to determine how to appropriately respond.

24 EMAIL

25 Users with network access shall not utilize district resources to establish electronic mail accounts through
26 third-party providers or any other nonstandard electronic mail system. All data including email
27 communications stored or transmitted on school district computers shall be monitored.
28 Employees/students have no expectation of privacy with regard to such data. Email correspondence may
29 be a public record under the public records law and may be subject to public inspection.⁵

30 INTERNET SAFETY INSTRUCTION⁶

31 Students will be given appropriate instruction in internet safety as a part of any instruction utilizing
32 computer resources. The Director of Schools shall provide adequate in-service instruction on internet
33 safety. Parent(s)/guardian(s) and students will be provided with material to raise awareness of the
34 dangers posed by the internet and ways in which the internet may be used safely.

35 SOCIAL NETWORKING

- 36 1. **Students are prohibited from accessing social media platforms using district internet except when**
37 **expressly authorized by a teacher for educational purposes.⁷**

1 ~~1.2.~~ District staff who have a presence on social networking websites are prohibited from posting
2 data, documents, photographs, or inappropriate information that is likely to create a material and
3 substantial disruption of classroom activity.

4 ~~2.3.~~ District staff are prohibited from accessing personal social networking sites on school computers
5 or during school hours except for legitimate instructional purposes.

6 ~~3.4.~~ The Board discourages district staff from socializing with students on social networking
7 websites. The same relationship, exchange, interaction, information, or behavior that would be
8 unacceptable in a non-technological medium is unacceptable when done through the use of
9 technology.

10 **VIOLATIONS**

11 Violations of this policy or a corresponding administrative procedure shall be handled in accordance
12 with the existing disciplinary procedures of the district.

13 **VENDOR ~~CONTRACTS~~³ CONTRACTS⁸**

14 Prior to entering into any contract for the provision of digital or online materials created or marketed
15 for kindergarten through grade twelve (K-12), the district shall obtain an assurance that the vendor
16 shall adhere to state law. This determination includes ensuring that the vendor filters, blocks, or
17 otherwise prevents access to pornography or obscenity and verifying that the technology prevents a
18 user from sending, receiving, viewing, or downloading materials that are harmful to minors.

Legal References

- 1. ~~TCA 39-14-602~~
- 2. ~~47 USCA § 254 (h)(5)(A)–(C), 254(i); 47 CFR § 54.520(e)(1)(i); 20 USCA § 7131~~
- 3. ~~Public Acts of 2022, Chapter No. 1002~~
- 4. ~~TCA 39-17-901; Public Acts of 2022, Chapter No. 1002~~

Cross References

- Use of Email 1.805
- Use of Artificial Intelligence Programs 4.214
- School and System Websites 4.407
- Controversial Materials 4.801
- Student Publications 6.704

- ~~5. TCA 10-7-512~~
- ~~6. TCA 49-1-221~~
1. TCA 39-14-602
2. 47 USCA § 254 (h)(5)(A) – (C), 254(l); 47 CFR § 54.520(c)(1)(i); 20 USCA § 7131; Public Acts of 2025, Chapter No. 195
3. TCA 49-1-221(a)(1)(C)(i)
4. TCA 39-17-901; TCA 49-1-221(a)(1)(C)(ii)
5. TCA 10-7-512
6. TCA 49-1-221(a)(1)(E)
7. Public Acts of 2025, Chapter No. 195
8. TCA 49-1-221(c)

~~Gibson County School District~~ **Gibson County** **Board of Education**

Monitoring: Review: Annually, in November <u>Review: Annually, in December</u>	Descriptor Term: Reporting Student Progress	Descriptor Code: 4.601	Issued Date: 07/12/18
		Rescinds: 4.601	Issued: 07/13/17

REPORT CARDS

Student ~~report cards~~ **progress reports** shall be provided **at least once every nine (9) weeks** for grades K-12. Report cards will be delivered digitally through a secure ~~[insert number of weeks but must be at least every nine weeks]~~ during the school year. Each report shall be signed by the ~~parent(s)/guardian(s)~~ and student portal in an easy ~~returned promptly to the school.~~ **print format.** Parents may request a printed copy of the report card. The ~~Director of Schools shall develop a~~ reporting procedure shall be in writing and shall be uniform for all reporting periods during each school year. **that includes how parents can access this information online.¹**

Student progress reports shall indicate the ~~students' conduct,~~ **and include information on** attendance ~~and,~~ academic progress, and other information necessary to communicate effectively with the ~~parents.~~ **parent(s)/guardian(s).** For students in grades kindergarten through eight (K-8), the student's score on the most recently administered universal reading screener shall also be included along with the results of a dyslexia screener, if applicable.²

In addition to the regular progress reports, principals and teachers are encouraged to confer with ~~parents~~ **parent(s)/guardian(s)** on the educational progress of their children. Teachers shall consult with ~~parents~~ **parent(s)/guardian(s)** of students who are working at an unsatisfactory level or whose performance shows a ~~marked or~~ sudden deterioration. ~~Parents~~ **Parent(s)/guardian(s)** shall be notified by the teacher as early in the school year as possible if the retention of a student is being considered.

DRIVER'S LICENSE REVOCATION

~~Any student fifteen (15) years of age or older who becomes academically deficient shall be reported to the Department of Safety for driver's license revocation.~~

~~A student shall be deemed academically deficient if he/she has not received passing grades in at least three (3) full unit subjects or their equivalency at the end of semester grading.~~

~~A copy of the notice sent to the Department of Safety by the attendance teacher or the director of schools shall also be mailed to the student's parent or guardian.²~~

PARENT CONFERENCES

1 At least ~~one (1) time~~ **two (2) times** during the school year, conferences shall be scheduled in which
 2 ~~parents~~ **parent(s)/guardian(s)** and teachers may discuss any pertinent problems or other matters of
 3 concern regarding the development and education of each student. -These scheduled conferences shall
 4 not use any portion of the **one hundred eighty (180)** days of classroom instruction.³ The ~~director~~ **Director**
 5 of ~~schools~~ **Schools** shall be responsible for scheduling and coordinating system wide conferences.

6 Conferences shall be physically accessible to all students, ~~parents~~ and ~~or~~ ~~guardians~~.
 7 **parent(s)/guardian(s)**.⁴

Legal References

1. ~~TRR/MS 0520-1-3-.05(3)(a); TCA 49-6-901~~
2. ~~TCA 49-6-3017; TCA 55-50-511~~
~~TCA 55-50-512~~
3. ~~TCA 49-6-7002~~
1. ~~28 CFR § 36.201~~ **TRR/MS 0520-01-03-.03(5); TCA**
49-6-901
2. **Public Acts of 2025, Chapter No. 330**
3. **TCA 49-6-7002**
4. **28 CFR § 36.201**
- 4.

Cross References

- School Calendar -1.800
- Section 504/ **&** ADA Grievance Procedures -1.802
- Grading System -4.600
- Promotion and Retention 4.603**
- In-Service and Professional Learning Opportunities 5.113**
- Staff Time Schedules ~~&~~ Extra Duty -5.602**
- Attendance -6.200
- Withdrawals 6.207**

Gibson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Personnel Goals	Descriptor Code: 5.100	Issued Date: 04/09/21
		Rescinds: 5.100	Issued: 06/13/96

1 The Board's personnel goals are as follows:

- 2 1. To ensure that the Director of Schools recruits and employs the best qualified individuals to staff
3 the school district;
- 4 2. To provide compensation, benefits, and working environments sufficient to attract and retain
5 qualified employees;
- 6 ~~3. To set goals for educator diversity that take into consideration the diversity of the student
7 population;~~¹
- 8 4.3. To provide an in-service training program for all employees to improve their performance; and
- 9 5.4. To conduct an evaluation program that will contribute to the continuous improvement of staff
10 performance.

Legal References

1. State Board of Education Policy 5.700; TCA 49-1-302(g); TCA 49-1-302(g); Public Acts of 2025, Chapter No. 494

Cross References

School District Goals 1.700

Gibson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date: 08/10/23 Click here to enter a date.
		Rescinds: 5.119	Issued: 11/08/22

1 *General*

2 **General¹**

3 The Director of Schools may hire a retired individual if certain conditions are met as provided for in
4 state law. **Prior to commencement of reemployment, the Director of Schools shall provide the required**
5 **employment information to the Tennessee Consolidated Retirement System (TCRS). In order to be**
6 **eligible for employment after retirement, a TCRS member must comply with the following:**

7 **1. The retired member must have a bona fide separation of service which includes a separation of**
8 **at least sixty (60) calendar days and no previous agreement to return to work after retirement;**
9 **and**

10
11 **2. The retired member may not accrue additional retirement benefits as a result of the member's**
12 **reemployment and may not draw disability retirement benefits.**

13 **EMPLOYMENT CONTRACTS FOR UP TO 120 ~~DAYS~~ **DAYS²****

14 Retired members under ~~the Tennessee Consolidated Retirement System (TCRS)~~ may be employed for
15 up to one hundred twenty (120) days per year without loss of retirement benefits. Retired members may
16 substitute teach for additional days.¹

17 ~~GENERAL EMPLOYMENT CONTRACTS~~

18 ~~The Director of Schools may employ retired teachers. Retirement benefits will not be lost or suspended~~
19 ~~under certain conditions which include, but are not limited to, the following:²~~

20 ~~1. The retired teacher shall hold a valid license and shall not be entitled to tenure status;~~

21
22 ~~2. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or~~
23 ~~receive medical insurance coverage; and~~

24
25 ~~1.3. The salary paid to the retired teacher shall not be less than rate of compensation set by the~~
26 ~~Board for teachers with no experience filling similar positions or more than eighty-five (85%) of~~
27 ~~the rate of compensation set by Board for teachers with comparable training and years of~~
28 ~~experience filling similar positions~~

To continue receiving TCRS benefits, the following conditions must be met in addition to the general standards above:

1. During a twelve-month period, the retiree must not work more than one hundred twenty (120) days; and

2. The retired member's compensation must not exceed 60% of the annual full-time salary received in the year immediately prior to the member's last paid day of covered employment. This amount shall be adjusted by five percent (5%) for each year after that date.

The retired member may work beyond one hundred twenty (120) days as a substitute teacher if the payment does not exceed the rate of compensation for substitute teachers filling similar vacant positions.

ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³

Retired

HARD TO FILL POSITIONS³

The Director of Schools may contract with retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under hard to fill positions if the following conditions are met in addition to the general standards above:

1. The retired member has been retired for at least sixty (60) calendar days;

2.1. The ~~During the reemployment, the~~ retirement benefit payable to the ~~retired member is~~ retiree ~~must be~~ reduced to seventy percent (70%) of the retirement allowance ~~the member would have otherwise been entitled to receive; and~~

2. The retired member is not drawing disability retirement benefits; and The retired member can't accrue additional retirement benefits. The Director of Schools shall notify TCRS of the member's reemployment ~~must not exceed one (1) year, but the retired member may be reemployed for additional one-year periods per state law.~~

The Director of Schools shall certify to TCRS that the employee is being rehired in a hard-to-fill position. In order to qualify, one or more of the following conditions must be established:

1. It is difficult to recruit and retain qualified employees for the position;

2. The position requires specialized certification, credentials, or education;

3. The demand for the position exceeds the supply;

1 4. The position is in high demand in the marketplace;

2
3 5. The position is filled by key personnel;

4
5 6. The position requires specific skills and experience; or

6
7 7. The position has other unique recruitment or retention issues identified and documented by the
8 Director of Schools.

9 Once the retired member is hired ~~by the district~~, the district shall pay TCRS ~~as prescribed by state law.~~
10 ~~The school district shall pay to TCRS during the period of reemployment the~~ greater of: (1) a
11 payment equal to the amount the ~~school district employer~~ would have contributed to TCRS ~~the~~
12 ~~retirement system during the period of reemployment~~; or (2) an amount equal to five percent (5%) of
13 the retired member's ~~pay rate.~~ ~~earnable compensation.~~

Legal References	Cross References
1. TCA 8-36-805; Public Acts of 2023, Chapter No. 425	Application and Employment 5.106 Substitute Teachers 5.701
2. TCA 8-36-821; Public Acts of 2023, Chapter No. 425	
1. TCA 8-36-822; Public Acts of 2023, Chapter No. 425 TCA 8-36-805; TCA 8-36-809; Public Acts of 2025, Chapter No. 159	
2. TCA 8-36-805; Public Acts of 2025, Chapter No. 159	
3. TCA 8-36-809; Public Acts of 2025, Chapter No. 159	
3.	

Gibson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Family and Medical Leave	Descriptor Code: 5.305	Issued Date: 08/10/23 Click here to enter a date.
		Rescinds: 5.305	Issued: 12/12/19

1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by the school district and anyone who
3 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for
4 service for purposes of FMLA eligibility¹) during the previous twelve (12) month period shall be
5 eligible to use FMLA leave.²

6 GENERAL PRINCIPLES

7 An eligible employee shall be granted, upon request, up to twelve (12) weeks ~~of~~ unpaid leave during a
8 fixed calendar year for the following reasons:

- 9 1. The birth of a child;
- 10
- 11 2. The placement of a child with the employee for adoption or foster care;
- 12
- 13 3. A serious health condition of the employee that makes the employee unable to perform the
14 essential functions of his/her job position;
- 15
- 16 4. The care of a spouse, child, or parent of the employee who has a serious health condition; and
17
- 18 5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the
19 employee is on covered active duty or has been notified of an impending call or order to
20 covered active duty in the Armed Forces.

21 An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run
22 concurrently with and be counted toward the employee's total period of FMLA leave.

23 MATERNITY/PATERNITY LEAVE

- 24 1. *Relationship between FMLA leave and Tennessee Maternity Leave Act* – FMLA leave shall run
25 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible
26 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,
27 childbirth, and nursing of a newborn child.³
- 28
- 29 2. *Teachers' Leave* – In accordance with state law, any teacher who goes on maternity or paternity
30 leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave

1 for maternity leave purposes. In order to be eligible to use sick leave, written request of the
 2 teacher accompanied by a statement from the teacher's physician verifying pregnancy shall be
 3 submitted. Upon verification by a written statement from an adoption agency or other entity
 4 handling an adoption, a teacher may also be allowed to use accumulated leave for adoption of a
 5 child. If both adoptive parents are teachers employed by the district, however, only one (1)
 6 parent is entitled to use such leave.⁴

7
 8 3. Spouses who are both eligible employees of the school district are limited to a combined total
 9 of twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is
 10 taken for the birth and care of a newborn child, for the placement of a child for adoption or
 11 foster care, or to care for a parent who has a serious health condition. Under certain
 12 circumstances, spouses who share leave for the birth or adoption of a child may be eligible for
 13 limited amounts of additional leave for other qualifying FMLA reasons.⁵

14
 15 4. *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is
 16 available to eligible employees after a birth, stillbirth, or adoption of a newly placed minor
 17 child.⁶ An eligible employee taking leave under this provision shall not be required to utilize
 18 any other type of accrued leave during this period. Eligible employees include teachers,
 19 principals, supervisors, or other individuals required by law to hold a valid license of
 20 qualification for employment ~~who have been employed with a school district full-time for at~~
 21 ~~least twelve (12) consecutive months and~~ **who meet the following requirements:**

22
 23 a. **Possess a valid license or an emergency credential issued by the Department of**
 24 **Education per TCA 49-5-106, required for the position the employee holds;**

25
 26 b. **Have been employed with the district full time for at least twelve (12) consecutive**
 27 **months in a position for which the employee is required by law to hold the license or an**
 28 **emergency credential referenced above at the time of the qualifying event; and**

29
 30 c. **Have held a valid license or an emergency credential issued by the Department of**
 31 **Education per TCA 49-5-106 for the entire twelve consecutive months of fulltime**
 32 **employment.**

33
 34 Employees shall provide notice to the school district thirty (30) days prior to the intended use
 35 of the leave. If the employee learns about the need for leave less than thirty (30) days in
 36 advance, the employee shall give notice as soon as reasonably possible in order to be eligible
 37 for the paid leave. This paid leave ~~does not need to~~ **shall** be ~~either: (1)~~ taken consecutively;
 38 ~~however, the,~~ **except in extenuating circumstances, as determined by the Director of Schools; or**
 39 ~~(2) taken nonconsecutively, but in increments of no less than one (1) week.~~ The paid leave
 40 shall be used within twelve (12) months of the qualifying event. ~~The leave and~~ shall run
 41 concurrently with FMLA leave.^{6,7}

42 **LEAVE FOR A SERIOUS HEALTH ~~CONDITION~~⁷ **CONDITION**⁸**

43 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when
 44 he/she is unable to work because of a serious health condition or to care for an immediate family

1 member with a serious health condition. Employees shall contact Human Resources to determine if the
2 reason for leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty
3 (30) days' notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon
4 as practicable, generally, either the same or next business day.

5 LEAVE FOR MILITARY FAMILY MEMBERS

- 6 1. *Qualifying Exigency Leave⁸ Leave⁹* - Eligible employees are entitled to up to twelve (12)
7 workweeks of leave because of any qualifying exigency arising out of the fact that the spouse,
8 son, daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has
9 been notified of an impending call to active duty, or has been notified of an impended call to
10 active duty status in the Armed Forces. Qualifying exigencies may include:
 - 11 a. Issues arising from the service member's short notice deployment;
 - 12 b. Military events and related activities (e.g., official ceremonies, support programs);
 - 13 c. Making or updating financial and legal arrangements;
 - 14 d. Attending counseling;
 - 15 e. Taking up to fifteen (15) days leave to spend time with a covered service member who
16 is on short-term rest and recuperation leave during deployment; or
 - 17 f. Attending post-deployment activities.
- 18 2. *Military Caregiver Leave⁹ Leave¹⁰* - An eligible employee who is the spouse, son, daughter,
19 parent, or next of kin of a covered service member or covered veteran with a serious injury or
20 illness is entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month
21 period. A covered service member is a current member of the Armed Forces, including a
22 member of the National Guard or Reserves, who is undergoing medical treatment, recuperation,
23 or therapy, is otherwise in out-patient status, or is otherwise on the temporary disability retired
24 list for a serious injury or illness.

25 A covered veteran is an individual who was a member of the Armed Forces at any time during
26 the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy
27 that has a serious injury or illness who is currently receiving medical treatment, recuperation, or
28 therapy.

29 The single twelve (12) month period for military caregiver leave begins on the first day the
30 employee takes leave for this reason and ends twelve (12) months later. An eligible employee is
31 limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered
32 service member. The maximum of twenty-six (26) workweeks may include no more than
33 twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for the
34 placement of a child for adoption or foster care, for care of a parent who has a serious health
35 condition, or for the employee's own serious health condition.

40 INTERMITTENT LEAVE¹⁰ LEAVE¹¹

41 Eligible employees may take FMLA leave intermittently when medically necessary to care for a
42 seriously ill family member, because of the employee's own serious health condition, or for the care for
43 a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests

1 foreseeable leave for planned medical treatment and the employee would be on leave for greater than
2 twenty percent (20%) of the total number of working days in the period during which the leave would
3 extend, the school district may require that such employee elect either to take the leave for periods of a
4 particular duration, not to exceed the duration of the planned medical treatment, or to transfer
5 temporarily to an available alternative position offered by the school district for which the employee is
6 qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave.

7 RESTRICTIONS

8 1. Notice Requirements

- 9
- 10 a. *Employee Notice*¹¹~~Notice~~¹² - For foreseeable leave, the employee shall provide the
11 Director of Schools with at least thirty (30) days written notice before the beginning of
12 the anticipated leave.
13
- 14 b. *District Notice* - Once it has been established that the leave requested qualifies for
15 FMLA, the Director of Schools/designee shall notify the employee within three (3)
16 business days (absent extenuating circumstances) that any leave taken pursuant to state
17 leave statutes (paid vacation leave, personal leave, sick leave, or workers'
18 compensation) shall run concurrently with FMLA leave.¹²¹³ The notice may be given
19 orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than
20 the following ~~payday~~.¹³ ~~pay day~~.¹⁴
21

22 2. Certification Requirement¹⁴ Requirement¹⁵

- 23
- 24 a. The Director of Schools may require that a request for leave be supported by
25 certification issued by a health care provider with the following information:
26
- 27 i. The date on which the serious health condition commenced;
 - 28 ii. The probable duration of the condition;
 - 29 iii. The appropriate medical facts within the knowledge of the health care provider
30 regarding the condition; and
 - 31 iv. A statement that the eligible employee is needed to care for the son, daughter,
32 spouse, or parent and an estimate of the amount of time that such employee is
33 needed.
34
- 35 b. If there is any reason to doubt the validity of the certification provided, the Director of
36 Schools may require, at the expense of the school district, an opinion of a second health
37 care provider.
38

39 3. Period Near the End of an Academic Term (Professional Employees)¹⁵¹⁶

- 40
- 41 a. If leave is taken more than five (5) weeks prior to the end of the term, the Director of
42 Schools may require the employee to continue taking leave until the end of the term if
43 the leave is at least three (3) weeks of duration and the return of employment would
44 occur during the three (3) week period before the end of the term.
45

- 1 b. If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools
2 may require the employee to continue taking leave until the end of the term if the leave
3 is greater than two (2) weeks duration and the return to employment would occur during
4 the two (2) week period before the end of the term.

5 **REQUIREMENTS OF THE BOARD¹⁶ BOARD¹⁷**

- 6 1. The employee shall be restored to the same position of employment or an equivalent position
7 with no loss of benefits, pay, or other terms of employment.
- 8 2. The employee shall be kept under any group health plan for the duration of the leave.
- 9 3. The Board may recover the premium paid under the following conditions:
- 10 a. The employee fails to return from leave after the period of leave has expired; and
- 11 b. ~~The employee fails to return to work for a reason other than the continuation,~~
12 recurrence, or onset of a serious health condition or other circumstances beyond the
control of the employee.

Legal References

1. ~~*Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)~~
2. ~~29 USCA § 2601, 2611—2619~~
3. ~~TCA 49-5-702; TCA 4-21-408~~
4. ~~TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)~~
5. ~~29 CFR § 825.120(a)(3)~~
6. ~~Public Acts of 2023, Chapter No. 399~~
7. ~~29 CFR § 825.113~~
8. ~~29 CFR § 825.126~~
9. ~~29 CFR § 825.124; 29 CFR § 825.127~~
10. ~~29 CFR § 825.202~~
11. ~~29 CFR § 825.302-825.304~~
12. ~~29 CFR § 825.207~~
13. ~~OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)~~
14. ~~29 CFR § 825.305-825.313~~
15. ~~29 CFR § 825.602~~
1. ~~29 USCA § 2614 *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)~~
2. ~~29 USCA § 2601, 2611—2619~~
3. ~~TCA 49-5-702; TCA 4-21-408~~
4. ~~TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)~~
5. ~~29 CFR § 825.120(a)(3)~~
6. ~~Public Acts of 2025, Chapter No. 163~~
7. ~~TCA 8-50-814; Public Acts of 2025, Chapter No. 235~~
8. ~~29 CFR § 825.113~~
9. ~~29 CFR § 825.126~~

Cross References

- Sick Leave 5.302
Long-Term Leaves of Absence 5.304

10. [29 CFR § 825.124; 29 CFR § 825.127](#)
11. [29 CFR § 825.202](#)
12. [29 CFR § 825.302-825.304](#)
13. [29 CFR § 825.207](#)
14. [OP Tenn. Atty Gen 94-006 \(Jan 13, 1994\); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 \(6th Cir. 2000\)](#)
15. [29 CFR § 825.305-825.313](#)
16. [29 CFR § 825.602](#)
- ~~16:~~17. [29 USCA § 2614](#)

Gibson County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: <b style="text-align: center;">Bereavement Leave	Descriptor Code: <b style="text-align: center;">5.311	Issued Date:
		Rescinds:	Issued:

1 Employees shall be granted bereavement leave up to three (3) days per occurrence in the event of the
 2 death of an immediate family member. Immediate family members shall include the employee’s
 3 spouse, parents/legal guardians, grandparents, children, grandchildren, siblings, mother-in-law, father-
 4 in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, stepmother, stepfather, stepsiblings,
 5 stepchildren, step-grandchildren, foster children, and any other individual who resides within the
 6 home. If requested, employees shall be granted an additional one (1) day of bereavement leave if the
 7 service is more than two hundred and fifty (250) miles from the employee’s home and the employee
 8 provides documentation of such.

9 If additional days are needed for bereavement of an immediate family member, employees can use up
 10 to four (4) additional sick days without the requirement of documentation from a medical provider. If
 11 more than four (4) additional days are needed, the employee will need to contact Human Resources to
 12 provide documentation and complete paperwork for FMLA Leave, according to Board Policy 5.305.

13 In the event of the death of a cousin, aunt, uncle, niece, or nephew, employees shall be granted sick
 14 leave up to one (1) day per event.

15 The Director of School, or the Director’s designee, will require documentation to verify the
 16 bereavement event or familial relationship involved in any bereavement leave claim. Employees will
 17 be responsible for completing bereavement documentation within five (5) working days of returning to
 18 work.

19

Legal References

Cross References

1.

Gibson County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious)	Descriptor Code: 5.500	Issued Date: 05/09/17
		Rescinds: 5.500	Issued: 04/19/12

1 Employees shall be provided a work environment free from sexual, racial, ethnic, and religious
2 discrimination/-harassment: (including the definition of antisemitism found in policy 4.100). It shall be
3 a violation of this policy for any employee or any student to discriminate against or harass an employee
4 through disparaging conduct or communication that is sexual, racial, ethnic, or religious in nature. ~~The~~
5 ~~following guidelines are set forth to protect employees from discrimination/ harassment.~~

6 Employee discrimination/harassment will not be tolerated.¹ Discrimination/harassment is defined as
7 conduct, advances, gestures, or words, either written or spoken, of a sexual, racial, ethnic, or religious
8 nature that:

- 9 1. Unreasonably interferes with the individual's work or performance;
- 10 2. Creates an intimidating, hostile, or offensive work environment;
- 11 3. Implies that submission to such conduct is made an explicit or implicit term of employment; or
- 12 4. Implies that submission to or rejection of such conduct will be used as a basis for an employment
13 decision affecting the harassed employee.

14
15
16
17 Alleged victims of sexual, racial, ethnic, and religious discrimination/harassment shall report these
18 incidents immediately.² This report ~~should~~ shall be made to the immediate supervisor, except when the
19 immediate supervisor is the offending party. If the immediate supervisor is the offending party, the report
20 may be made to the Federal Rights Coordinator or his/her designee. Allegations of
21 discrimination/harassment shall be fully investigated ~~(as set forth in Complaints and Grievances 5.501)~~.
22 An oral complaint may be submitted; however, such complaint ~~must~~ shall be reduced to writing to ensure
23 a more complete investigation. The complaint ~~should~~ shall include the following information:

- 24 1. Identity of the alleged victim and person accused;
 - 25 2. Location, date, time, and circumstances surrounding the alleged incident;
 - 26 3. Description of what happened;
 - 27 4. Identity of witnesses; and
 - 28 5. Any other evidence available.
- 29
30
31
32

1 The privacy and anonymity of all parties and witnesses to complaints will be respected. However,
2 because an individual's need for confidentiality ~~must~~ **shall** be balanced with obligations to cooperate with
3 police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough
4 investigation, or to take necessary action to resolve a complaint, the identity of parties and witnesses
5 may be disclosed in appropriate circumstances to individuals with a need to know.

6 A substantiated charge against an employee shall result in disciplinary action, up to and including,
7 termination. A substantiated charge against a student may result in corrective or disciplinary action, up
8 to and including, suspension.

9 There will be no retaliation against any person who reports discrimination/harassment or participates in
10 an investigation. However, any employee who refuses to cooperate or gives false information during the
11 course of any investigation may be subject to disciplinary action. The willful filing of a false report will
12 itself be considered harassment and will be treated as such.

13 An employee disciplined for violation of this policy may appeal the decision by contacting the Federal
14 Rights Coordinator or the **Gibson County Special School District Board of Trustees.**

Legal References

- ~~1. 29 CFR §1604.11~~
1. 20 USCS § 1681; 29 CFR §1604.11; TCA 5-23-104;
Public Acts of 2025, Chapter No. 293
2. 20 USCA § 1681

Cross References

- Appeals To & Appearances Before the Board -1.404
Equal Opportunity Employment 5.104
Complaints and Grievances -5.501
Title IX & Sexual Harassment 6.3041

Gibson County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Substitute Teachers	Descriptor Code: 5.701	Issued Date: 09/12/24 Click here to enter a date.
		Rescinds: -5.701	Issued: 11/08/22

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies
2 until a licensed teacher is available.^{1,2} Substitute teachers may be employed and paid directly by the
3 Board or by a third-party employer through an agreement between such third-party employer and the
4 Board.

5 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit
6 eligibility conditions as substitute teachers employed directly by the Board.²

7 APPLICATION/QUALIFICATIONS

8 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.³

9 Applicants with revoked or suspended licenses or certificates according to the State Board of Education
10 shall not be hired.⁴

11 Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with
12 board policy, state laws, and State Board of Education rules and regulations.

13 A list of substitute teacher(s) will be prepared by the **Substitute Teacher Coordinator** [~~Director of~~
14 ~~Schools, Personnel Director, etc.~~] who will maintain file(s) which may include transcripts, credentials,
15 recommendations, and other pertinent information.

16 COMPENSATION

17 If employed directly by the district, the compensation of substitute teachers shall be determined annually
18 by the Board.

19 Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same
20 as a retired substitute teacher with an active teaching license. This only applies to teachers who retired
21 after July 1, 2011 through July 1, 2016.⁵

22 CERTIFICATION

23 When substituting for a regular teacher who has been absent for ~~twenty (20)~~ **thirty (30)** consecutive days,
24 a substitute teacher shall possess a teaching certificate with endorsement in the discipline(s) to be taught
25 or shall be a retired teacher that held the appropriate endorsement.⁶ When substituting for a teacher
26 without sick leave, the substitute shall be certified and paid according to the state salary schedule.¹

1 EMERGENCY NEEDS

2 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.
3 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being
4 unable to arrive on time or remain for the full day.

5 Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would
6 receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay
7 for both positions at the same time.

8 TRAINING AND ORIENTATION

9 The Director of Schools shall be responsible for ensuring that there are appropriate training and
10 development programs for substitute teachers that includes the annual school safety training required by
11 state law.⁷

12 RESPONSIBILITIES

13 Substitute teachers shall assume the same responsibilities as the regular teacher, including but not limited
14 to, bus duty and playground supervision.

15 RE-EMPLOYMENT/TERMINATION

16 On an annual basis, the Director of Schools, with input from the principals, shall determine which
17 substitute teachers performed at an acceptable level. Substitute teachers who performed below an
18 acceptable level shall not be re-employed.

All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying the principal and/or third-party employer if they wish to terminate their service as substitutes.

Legal References

1. [TRR/MS 0520-01-02-.04\(5\)](#)
2. [TCA 49-5-709](#)
3. [TCA 49-5-413\(a\)\(2\)](#)
4. [TCA 49-2-203\(a\)\(14\)\(C\)](#)
5. [TCA 49-3-312\(b\)](#)
6. [TCA 49-3-312\(a\)](#); [TRR/MS 0520-01-02-.04\(5\)\(b\)](#);
[Public Acts of 2025, Chapter No. 235](#)
7. ~~[Public Acts of 2024, Chapter No. 735; TCA 49-6-805\(7\)](#)~~
7. [TCA 49-2-203\(a\)\(14\)\(A\)](#); [TCA 49-6-805\(7\)](#)

Cross References

- Background Investigations 5.118
Employment of Retirees 5.119

Gibson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: 08/10/23
		Rescinds: 6.200	Issued: 05/09/23

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 attendance supervisor shall oversee the entire attendance program which shall include:¹

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

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

15 Absences shall be classified as either excused or unexcused as determined by the principal/designee.
16 Excused absences shall include:⁴

- 17 1. Personal illness/injury;
- 18 2. Illness of immediate family member;
- 19 3. Death in the family;
- 20 4. Extreme weather conditions;
- 21 5. Religious observances;⁵
- 22 6. Pregnancy;
- 23 7. School endorsed activities;

- 1 8. Summons, subpoena, or court order; or
- 2 9. Circumstances which in the judgment of the principal create emergencies over which the
- 3 student has no control.

4 The principal shall be responsible for ensuring that:⁶

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

11 **TRUANCY**

12 *General*

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

21 Truancy is defined as an absence for an entire school day, a major portion of the school day or the major
22 portion of any class study hall or activity during the school day for which the student is scheduled.

23 Tardiness is also considered a form of truancy. Every 3rd tardy will equal one (1) unexcused absence
24 from school and count towards the five (5) unexcused absences allowed per year. A student is considered
25 tardy when he/she is not present at the beginning of the school day, or misses any part of the school day.

26 Students who are absent five (5) days without adequate excuse shall be reported to the director of
27 schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's
28 absence. If a parent does not provide documentation within five school days to excuse those absences,
29 or request an attendance hearing, then the Director of Schools shall implement the progressive truancy
30 intervention plan described below prior to referral to juvenile court. The director of schools/designee
31 shall also comply with state law regarding the reporting of truant students to the proper authorities.

32 The director of schools/designee shall develop appropriate administrative procedures to implement this
33 policy.

1 Students participating in school - sponsored activities whether on - or off-campus shall not be counted
2 absent. In order to qualify as "school-sponsored", the activity must be school-planned, school-directed,
3 and teacher-supervised.

4 All missed class work or tests may be made up if the student makes the request immediately upon
5 returning to school and if class time is not taken from other students.

6 The following notes will be used to excuse student absences: (1) maximum of five (5) parent notes per
7 year; 2) doctor; and 3) funeral Home. A parent note is considered used when a student misses a partial
8 or full day and returns with a written note from parent/guardian excusing them from the absence.

9 *Progressive Truancy Intervention Plan*⁸

10 Tier I of the progressive truancy plan shall apply to all students within the district and include schoolwide
11 prevention-oriented supports to assist with satisfactory attendance.

12 Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5)
13 unexcused absences, but before a referral to juvenile court, and includes the following:

- 14 1. A conference with the student and the student's parent(s)/guardian(s).
- 15
- 16 2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s),
17 and the Attendance Supervisor/designee. The contract shall include:
 - 18 a. A specific description of the school's attendance expectations for the student;
 - 19 b. The period for which the contract is effective; and
 - 20 c. Penalties for additional absences and alleged school offenses, including additional
21 disciplinary action and potential referral to juvenile court.
- 22
- 23
- 24 3. Regularly scheduled follow-up meetings to discuss the student's progress; and
- 25
- 26 4. A school employee shall conduct an individualized assessment detailing the reasons a student
27 has been absent from school. The employee may refer the student to counseling, community-
28 based services, or other services to address the student's attendance problems.

29 Tier III shall be implemented if the truancy intervention under Tier II are unsuccessful. Tier III shall
30 consist of the following interventions:

- 31 1. Home Visit
- 32
- 33 2. Social Probation:
 - 34 a. After School Hours - the student will not be allowed to perform in or attend any after-
35 school extra-curricular activities. This includes athletic events, band or music
36 performances of any kind, dances, Prom, club meetings, or events. The student is not to
37 be on school property during after-school hours unless enrolled in the after-school
38 tutoring program, etc.
 - 39 b. During School Hours - The student will not be allowed to attend any type of reward
40 program, reward field trip, or pep rallies.

- 1 3. School-Based Community Service - this will be required by both parent/guardian and student
- 2 outside of regular school hours.
- 3 4. Participation in a restorative justice program
- 4 5. Saturday courses
- 5 6. Counseling

6 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY**⁹

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

- 13 1. Student's name and personal identification number;
- 14
- 15 2. Student's grade;
- 16
- 17 3. The dates of the student's absence;
- 18
- 19 4. The reason for the student's absence; and
- 20
- 21 5. The signatures of the student and parent/guardian.

22 **RELEASED TIME COURSE**¹⁰

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

26 ~~The student~~ Student shall only be permitted to attend courses provided by the entities that certify in
27 writing that they have complied with the background check requirements outlined in state law. ¹¹ The
28 student shall submit a written consent form signed by the student's parent/guardian prior to
29 participation in the released time course. The principal/designee shall document the approval in
30 writing. The student shall provide documentation to the principal/designee as proof of the student's
31 participation in the released time course.

32 The district shall not be responsible for transporting students to and from the place of instruction.

33 Upon submission of the student's transcript from the entity that provided the released time course, the
34 student may be awarded one (1) unit of elective credit.

1 The Director of Schools shall develop procedures with secular criteria for determining whether credit
2 shall be awarded.

3 **STATE-MANDATED ASSESSMENT**

4 Students who are absent the day of the scheduled End of Course exam will receive an incomplete in
5 the course until they have taken the appropriate make-up exam.

6 **CREDIT/PROMOTION DENIAL**

7 Credit/promotion denial determinations may include student attendance, however, student attendance
8 may not be the sole criterion.¹¹ If attendance is a factor, prior to credit/promotion denial, the following
9 shall occur:

- 10 1. The student and the parent/guardian shall be advised if student is in danger of credit/promotion
11 denial due to excessive absenteeism.
- 12 2. Procedures in due process are available to the student when credit or promotion is denied.

13 **DRIVER'S LICENSE REVOCATION²**

14 More than ten (10) consecutive or fifteen (15) reported unexcused absences by a student during any
15 semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.

16 **ATTENDANCE HEARING¹²**

17 Students with excessive (more than 5) unexcused absences or those in danger of credit/promotion denial
18 shall have the opportunity to appeal to an attendance hearing committee appointed by the principal. If
19 the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided written or
20 actual notice of the appeal hearing and shall be given the opportunity to address the committee. The
21 committee will conduct a hearing to determine if any extenuating circumstances exist or to determine if
22 the student has met attendance requirements that will allow him/her to pass the course or be promoted.
23 Upon notification of the attendance committee decision, the principal shall send written notification to
24 the director of schools/ designee and the parent(s)/guardian(s) of the student of any action taken
25 regarding the excessive unexcused absences. The notification shall advise parents/guardian(s) of their
26 right to appeal such action within two (2) school days to the director of schools/designee.

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

28 Within five (5) school days of the director of schools/designee rendering a decision, the student's
29 parent(s)/guardian(s) may request a hearing by the board, and the board shall review the record.
30 Following the review, the board may affirm or overturn the decision of the director of schools/designee.
31 The action of the board shall be final.

Legal References

1. TCA 49-6-3006
2. TCA 49-6-3017(c)
3. 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(5); 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(7)

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

Gibson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Interrogations and Searches Questioning Students and Searches	Descriptor Code: 6.303	Issued Date: 01/14/21
		Rescinds: 6.303	Issued: 10/11/07

1 **INTERROGATIONS QUESTIONING BY SCHOOL PERSONNEL**

2 Students may be questioned by teachers or principals about any matter pertaining to the operation of a
3 school and/or the enforcement of its rules. Questioning shall be conducted discreetly and under
4 circumstances which will avoid unnecessary embarrassment to the student. Any student answering
5 falsely or evasively or refusing to answer a question may be subject to disciplinary action, including
6 suspension.

7 If a student is suspected or accused of misconduct or infraction of the student code of conduct, the
8 principal may interrogate the student without the presence of parent(s)/guardian(s).

9 **INTERROGATIONS BY POLICE AT PRINCIPAL'S REQUEST**

10 If the principal has requested assistance by law enforcement to investigate a crime involving his/her
11 school, the police may interrogate a student suspect in school during school hours. The principal shall
12 first attempt to notify the parent(s)/guardian(s) of the student unless circumstances require otherwise.
13 However, the interrogation may proceed without attendance of the parent(s)/guardian(s), but the
14 principal/designee shall be present during the interrogation.¹

15 **POLICE-INITIATED INTERROGATIONS**

16 If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated
17 crimes committed outside of school hours, the police department should first contact the principal
18 regarding the planned interrogation and inform him/her of the probable cause to investigate. The
19 principal shall make reasonable efforts to notify the parent(s)/guardian(s) of the interrogation unless
20 circumstances require otherwise. The interrogation may proceed without attendance of the
21 parent(s)/guardian(s), but the principal/designee shall be present during the interrogation.

22 **SEARCHES BY SCHOOL PERSONNEL**

23 The school principal shall authorize all searches at the outset per state law.² All principal initiated
24 searches shall be conducted by a school security officer or a school administrator who has completed the
25 state required training.³ The following conditions shall apply to principal initiated searches:

26 1. All the following standards of reasonableness must be met:

27 a. A particular student has violated school policy;

28 b. The search will yield evidence of the violation of school policy or will lead to finding
29 dangerous weapons, drugs, or drug paraphernalia;

- 1 c. The search is in pursuit of legitimate interests of the school in maintaining order,
2 discipline, safety, supervision, and education;
3 d. The search is not conducted for the sole purpose of discovering evidence to be used in
4 criminal prosecution; and
5 e. The search shall be reasonably related to the objectives of the search and not
6 excessively intrusive considering the age and sex of the student as well as the nature of
7 the alleged infraction;⁴
8

9 2. A school administrator shall be on-site at any principal-initiated search;

10 3. A school administrator shall oversee the search and may end the search at any time; and

11 4. If a student is under the age of eighteen (18), the principal must notify the student's parent or
12 guardian within a reasonable time of the search³
13

14 If a school resource officer searches a student, based on having probable cause, the principal shall
15 notify the Director of Schools/designee.⁵
16

17 In order to ensure a safe and secure learning environment, the Director of Schools shall develop
18 procedures regarding the searching of students, lockers, vehicles, and containers which are consistent
19 with state law. The Director of Schools shall develop additional procedures to ensure compliance with
20 all of the provisions of the School Security Act of 1981.^{1,26}

Legal References

1. [TCA 49-6-4203\(b\)](#)
1. [TCA 49-6-4201 et seq.; Tenn. Op. Att'y Gen. No. 14-21 \(February 24, 2014\)](#)[TCA 49-6-4203\(b\)](#)
2. [TCA 49-6-4204\(a\); TCA 49-6-4205\(a\)](#)
3. [Public Acts of 2025, Chapter No. 244](#)
4. [TCA 49-6-4205\(b\)](#)
5. [State v. R.D.S., No. M200801724COAR3JV, 2009 WL 2136324, at *1 \(Tenn. Ct. App. July 16, 2009\)](#)
- 2.6. [TCA 49-6-4201; Tenn. Op. Att'y Gen. No. 14-21 \(February 24, 2014\)](#)

Cross References

- Traffic and Parking Controls 3.403
Procedural Due Process 6.302
Reporting Child Abuse 6.409

Gibson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation	Descriptor Code: 6.304	Issued Date: 07/14/16
		Rescinds: 6.304	Issued: 04/14/16

1 ~~The Gibson County School District Board of Education has determined that~~ **In order to maintain** a safe, civil,
2 and supportive environment in school ~~is necessary~~ for students to learn and achieve high academic
3 standards. ~~In order to maintain that environment~~, acts of bullying, cyber-bullying, discrimination, **(including**
4 **the definition of antisemitism found in policy 4.100)**, harassment, **intimidation**, hazing, or any other
5 victimization of students, based on any actual or perceived traits or characteristics, are prohibited.¹

6 This policy shall be disseminated annually to all school staff, students, and ~~parents-~~
7 **parent(s)/guardian(s)**.² This policy shall cover employees, employees' behaviors, students, and students'
8 behaviors while on school property, at any school-sponsored activity, on school-provided equipment or
9 transportation, or at any official school bus stop. If the act takes place off **of** school property or outside
10 of a school-sponsored activity, this policy is in effect if the conduct is directed specifically at a student
11 ~~or students~~ and has the effect of creating a hostile educational environment or otherwise creating a
12 substantial disruption to the education environment or learning process.

13 ~~Building administrators are~~ **The principal/designee is** responsible for educating and training ~~their~~
14 respective staff and students as to the definition and recognition of discrimination/harassment.³

15 DEFINITIONS

16 **The Director of Schools shall develop forms and procedures to ensure compliance with the**
17 **requirements of this policy and state law.**

18 DEFINITIONS⁴

19 **"Bullying/Intimidation/Harassment—An"** **is an** act that substantially interferes with a student's
20 educational benefits, opportunities, or performance, and the act has the effect of:

- 21 1. Physically harming a student or damaging a student's property;
- 22
- 23 2. Knowingly placing a student ~~or students~~ in reasonable fear of physical harm to the student or
24 damage to the student's property;
- 25
- 26 3. Causing emotional distress to a student; ~~or students; or~~
- 27
- 28 4. Creating a hostile educational environment.

1 Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class
2 (race, nationality, origin, color, ~~gender~~ sex, age, disability, religion) that is severe, pervasive, or
3 persistent and creates a hostile environment.

4 ~~“Cyber-bullying—A”~~ is a form of bullying undertaken through the use of electronic devices. Electronic
5 devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication
6 devices, text messaging, emails, social networking sites, instant messaging, videos, web sites, or fake
7 profiles.

8 ~~“Hazing—An”~~ is an intentional or reckless act by a student or group of students that is directed against
9 any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces
10 or coerces a student to endanger his/her mental or physical health or safety. ~~—Coaches and other~~
11 employees of the school district shall not encourage, permit, condone, or tolerate hazing activities.³

12 ~~“Hazing”~~ does not include customary athletic events or similar ~~contest~~ contests or competitions and is
13 limited to those actions taken and situations created in connection with initiation into or affiliation with
14 any organization.⁵

15 COMPLAINTS AND INVESTIGATIONS

16 ~~Alleged victims of the above-referenced offenses shall report these incidents immediately to a teacher, counselor~~
17 ~~or building administrator.² All school employees are required to report alleged violations of this policy to the~~
18 ~~principal/designee. All other members of the school community, including students, parents, volunteers, and~~
19 ~~visitors, are encouraged to report any act that may be a violation of this policy.~~

20 ~~Any individual who has knowledge of behaviors that may constitute a violation of this policy shall~~
21 ~~promptly report such information to the principal/designee.⁶~~

22 While reports may be made anonymously, an individual's need for confidentiality ~~must~~ shall be balanced
23 with obligations to cooperate with police investigations or legal proceedings, to provide due process to
24 the accused, to conduct a thorough investigation, or to take necessary actions to resolve a complaint. ;
25 ~~and the.~~ The identity of parties and witnesses may be disclosed in appropriate circumstances to
26 individuals with a need to know.

27 The principal/designee at each school shall be responsible for investigating and resolving complaints.
28 Once a ~~complaint report~~ is received, the principal/designee shall initiate an investigation within forty-
29 eight (48) hours of receipt of the report.⁴ ~~If a report~~ an investigation is not initiated within forty-eight (48)
30 hours, the principal/designee shall provide the ~~director~~ Director of ~~schools~~ Schools with appropriate
31 documentation detailing the reasons why the investigation was not initiated within the required
32 timeframe.⁴

33 ⁷The principal/designee shall ~~immediately~~ notify the parent/~~legal (s)/~~guardian(s) when a student is
34 involved in an act of discrimination, harassment, intimidation, bullying, or cyber-bullying. The
35 principal/designee shall provide information on district counseling and support services. Students
36 involved in an act of discrimination, harassment, intimidation, bullying, or cyber-bullying shall be
37 referred to the appropriate school counselor by the principal/designee when deemed necessary.^{1,48}

1 The principal/designee is responsible for determining whether an alleged act constitutes a violation of
2 this policy, and such act shall be held to violate this policy when it meets one of the following conditions:

- 3 1. It places the student in reasonable fear or harm for the student's person or property;
- 4 2. It has a substantially detrimental effect on the student's physical or mental health;
- 5 3. It has the effect of substantially interfering with the student's academic performance; or
- 6 4. It has the effect of substantially interfering with the student's ability to participate in or benefit
7 from the services, activities, or privileges provided by a school.

8 Upon the determination of a violation, the principal/designee shall conduct a prompt, thorough, and
9 complete investigation of each alleged incident. -All investigations shall be completed and appropriate
10 intervention taken within twenty (20) calendar days from the receipt of the initial report.⁴⁷ If the
11 investigation is not complete or intervention has not taken place within twenty (20) calendar days, the
12 principal/designee shall provide the ~~director~~ **Director** of ~~schools~~ **Schools** with appropriate documentation
13 detailing the reasons why the investigation has not been completed or the appropriate intervention has
14 not taken place.⁴⁷ Within the parameters of the federal Family Educational Rights and Privacy Act
15 (~~FERPA~~) at 20 U.S.C. § 1232g,⁹ a written report on the investigation will be delivered to ~~the parents of the~~
16 ~~complainant, parents of the accused students~~ **all involved parties** and ~~to~~ the Director of Schools.

17 **RESPONSE AND ~~PREVENTION~~ PREVENTION¹⁰**

18 ~~School administrators~~ **The principal/designee** shall consider the nature and circumstances of the incident,
19 the age of the ~~violator~~ **individual**, the degree of harm, previous incidences or patterns of behavior, or any
20 other factors, as appropriate, to properly respond to each situation.

21 A substantiated charge against an employee shall result in disciplinary action up to and including
22 termination. **The employee may appeal this decision by contacting the Federal Rights Coordinator or the**
23 **Director of Schools.**

24 A substantiated charge against a student may result in corrective or disciplinary action up to and
25 including suspension.

26 ~~An employee disciplined for violation of this policy may appeal the decision by contacting the Federal Rights~~
27 ~~Coordinator or the Director of Schools. Any student disciplined for violation of this policy may appeal the~~ **The**
28 **student may appeal this** decision in accordance with disciplinary policies and procedures.

29 **REPORTS**

30 When a complaint is filed alleging a violation of this policy where there is physical harm or the threat of
31 physical harm to a student or a student's property, the principal/designee of each middle school, junior
32 high school, or high school shall report the findings and any disciplinary actions taken to the ~~director~~
33 **Director** of ~~schools~~ **Schools** and the ~~chair~~ **Chair** of the ~~board of education.~~ **Board.**¹¹

34 By July ~~1st~~ of each year, the ~~director~~ **Director** of ~~schools~~ **Schools**/designee shall prepare a report of all
35 of the bullying cases brought to the attention of school officials during the prior academic year. -The

1 report shall also indicate how the cases were resolved and/or the reasons they are still pending. -This
 2 report shall be presented to the ~~board of education~~ **Board** at its regular July meeting, and it shall be
 3 submitted to the ~~state department~~ **State Department** of ~~education~~ **Education** by August 1, ~~1st~~.¹²

4 ~~The director of schools shall develop forms and procedures to ensure compliance with the requirements of this~~
 5 ~~policy and TCA 49-6-4503.~~

6 RETALIATION AND FALSE ACCUSATIONS

7 Retaliation against any person who reports or assists in any investigation of an act alleged in this policy
 8 is prohibited. -The consequences and appropriate remedial action for a person who engages in retaliation
 9 shall be determined by the ~~administrator~~ **principal/designee** after consideration of the nature, severity, and
 10 circumstances of the act.¹³

11 False accusations accusing another person of having committed an act prohibited under this policy are
 12 prohibited. The consequences and appropriate remedial action for a person found to have falsely
 13 accused another may range from positive behavioral interventions up to and including ~~suspension and~~
 14 ~~expulsion.~~¹⁴

Legal References

1. ~~TCA 49-6-4503~~
2. ~~20 USCS §§ 1681 to 1686~~
3. ~~TCA 49-2-120~~
1. ~~4. Public Acts of 2016, Chp. No. 783 TCA 49-6-4503(a), (b)(3);~~
~~20 USCA §§ 1681 to 1686; Public Acts of 2025, Chapter No.~~
~~293~~
2. ~~TCA 49-6-4503(b)(11)~~
3. ~~TCA 49-6-4503(b)(12)~~
4. ~~TCA 49-6-4503(b)(2), (13)~~
5. ~~TCA 49-2-120~~
6. ~~TCA 49-6-4503(b)(5)~~
7. ~~TCA 49-6-4503(b)(6)~~
8. ~~TCA 49-6-4503(b)(14)~~
9. ~~20 USCA § 1232g~~
10. ~~TCA 49-6-4503(b)(4), (7)-(8)~~
11. ~~TCA 49-6-4503(d)(3)~~
12. ~~TCA 49-6-4503(c)(2)(B)~~
13. ~~TCA 49-6-4503(b)(9)~~
14. ~~TCA 49-6-4503(b)(10)~~

Cross References

- ~~Appeals To Section 504 and Appearances Before the~~
~~Board ADA Grievance Procedures 1.608802~~
 Staff-Student Relations 5.610
 Student ~~Complaints and Grievances~~ Goals 6.100
 Title IX & Sexual Harassment 6.3041
 Code of Conduct 6.300
 Student Concerns 6.305
 Discipline Procedures 6.313
 Reporting Child Abuse 6.409
 Emergency Contact Information 6.410
 Student Suicide Prevention 6.415

~~Gibson County School District~~ **Gibson County** **Board of Education**

Monitoring: <u>Review: Annually, in April</u> <u>Review: Annually, in March</u>	Descriptor Term: <u>Mobile Devices</u> <u>Use of Wireless Communication</u> <u>Devices</u>	Descriptor Code: 6.312	Issued Date: 08/09/12
		Rescinds: 6.312	Issued: 08/11/05

1 ~~The Governing Board believes that all students have the right to be educated in a positive learning~~
 2 ~~environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does~~
 3 ~~not infringe upon the rights of others or interfere with the school program while on school grounds, while~~
 4 ~~going to or coming from school, while at school activities, and while on district transportation.~~

5 ~~The Governing Board recognizes that instructional time is precious and must be protected from~~
 6 ~~unnecessary disruption. However, the Board also acknowledges the importance of electronic~~
 7 ~~communication between students and parents, particularly when students are involved with activities~~
 8 ~~that keep them after school hours. In addition, the Board acknowledges the potential of wireless mobile~~
 9 ~~learning devices to achieve large-scale impact on learning because of portability, low cost, and the~~
 10 ~~communication feature. Therefore students may be permitted to have in their possession a cellular phone~~
 11 ~~or other personal electronic devices in school, on school property, at after-school activities, and at school~~
 12 ~~related functions. During school hours, cellular phones or other personal electronic devices are only~~
 13 ~~permitted to be used at the discretion of the teacher and/or Administrator for instructional purposes.~~

14 ~~In permitting the possession of such devices, the District, the school site, its Administration and~~
 15 ~~employees assume no liability for the loss or damage of the device General!~~

16 Students are permitted to use wireless communication devices in certain limited situations. Wireless
 17 communication devices include any portable wireless device that has the capability to provide voice,
 18 messaging, or other data communication between two (2) or more parties, such as wearable technology,
 19 cell phones, tablets, and gaming devices.

20 A student may be permitted to utilize a wireless communication device under the following
 21 circumstances:

- 22 1. In case of emergency;
- 23
- 24 2. When authorized by a teacher;
- 25
- 26 3. To manage the student's health, as documented in the student's individual healthcare plan;
- 27

1 4. When the possession or use is required by the student's individual education program, 504
2 plan, or individual learning plan; or

3
4 5. When the device is being used by a student with a disability for the operation of assistive
5 technology to increase, maintain, or improve the student's functional capabilities.

6 **GRADES K-5**

7 Students may possess wireless communication devices so long as such devices are turned off and stored
8 for the entirety of the school day unless one of the exceptions above applies.

9 **GRADES 6-12**

10 Students may possess wireless communication devices so long as such devices are turned off and stored
11 during instructional time. During breaks throughout the school day, students may use wireless
12 communication devices. Individual schools may have more restrictive procedures.

13 **PENALTIES**

14 ~~Unauthorized use or its misuse by another person.~~

15 ~~If a disruption occurs or a student uses any cellular phone or personal electronic device for improper~~
16 ~~activities, a school employee shall direct the student to turn off the device and/or shall confiscate it. As~~
17 ~~a preventable measure, if applicable, all electronic devices should be placed in silent mode during regular~~
18 ~~school hours. If a school employee finds it necessary to confiscate storage of a device, it will only be~~
19 ~~returned when retrieved by a parent or (s) guardian.~~ result in confiscation until such time as it may be released to the student's
20 parent or (s) guardian.

21 ~~During times of testing and other(s). A student evaluations, teachers may request that students remove~~
22 ~~their cell phones from their possession, by returning to a locker or placing under a desk, reducing the~~
23 ~~possibility of compromised test security.~~

24 ~~Fire drills, assemblies, or other school evacuations are considered cell phone blackouts. During such~~
25 ~~contingencies, there will be absolute zero tolerance on cell phone use.~~

26 ~~Cellular phones or other personal electronic devices are not to be used for unethical or unlawful purposes.~~
27 ~~Students must sign the provided Acceptable Use Policy in order to utilize mobile device during school~~
28 ~~hours within Gibson County Special School District. A student who violates in violation of this policy~~
29 ~~may be prohibited from possessing a cellular phone or personal electronic device at school or at school~~
30 ~~related events and/or may be is subject to discipline in accordance with Board policy and the acceptable~~
31 ~~use policy. disciplinary action.~~

32 ~~In accordance with the Board's policy and administrative regulation on interrogations and searches, a~~
33 ~~school official may search a student's mobile communications device, including, but not limited to,~~
34 ~~reviewing messages or viewing pictures.~~

1 Cell phones may not be used by a driver of an automobile while the automobile is in motion on campus.

2 **EMERGENCY COMMUNICATION PLAN**

3 **In the event of an emergency or possible emergency occurring at school, parent(s)/guardian(s) shall be**
4 **alerted by the school's all-call messaging.**¹

Legal References

1. [Public Acts of 2025, Chapter No. 103](#)

Cross References

[Interrogations and Searches 6.303](#)[Code of Conduct 6.300](#)

Gibson County Board of Education

Monitoring: Review: Annually, in May Review: Annually, in April	Descriptor Term: Student Wellness	Descriptor Code: 6.411	Issued Date: 05/12/20
		Rescinds: 6.411	Issued: 05/09/17

1 The ~~board~~ **Board** recognizes the value of proper nutrition, physical activity, and other health conscious
2 practices and the impact that such practices have on student academic achievement, health, and well-
3 being. In order to provide an environment conducive to overall student wellness, this policy shall be
4 followed by all schools in the ~~District~~ **district**.¹

5 COMMITMENT TO COORDINATED SCHOOL HEALTH

6 All schools shall implement the ~~CDC's~~ **Centers of Disease Control and Prevention's (CDC)**
7 Coordinated School Health **(CSH)** approach to managing new and existing wellness related programs
8 and services in schools and the surrounding community based on ~~State~~ **state** law and State Board of
9 Education CSH standards and guidelines. The ~~school~~ **district's** Coordinated School Health Coordinator
10 shall be responsible for overseeing compliance with State Board of Education CSH standards and
11 guidelines in the school district.

12 SCHOOL HEALTH ADVISORY COUNCIL^{2, 3}

13 A ~~school~~ **district** ~~seheol~~ health advisory council shall be established to serve as a resource to ~~school~~
14 ~~sites~~ **schools** for implementing policies and programs and develop an active working relationship with
15 the county health council. The council shall consist of individuals representing the school and
16 community, including parents, students, teachers, school administrators, health professionals, school
17 food service representatives, and members of the public. The primary responsibilities of the council
18 include, but are not limited to:

- 19 1. Developing, implementing, monitoring, reviewing, and as necessary, making recommendations
20 as to physical activity and nutrition policies;
- 21 2. Ensuring all schools within the ~~school~~ **district** create and implement an action plan related to all
22 School Health Index modules;
- 23 3. Ensuring that the results of the action plan are annually reported to the council; and
- 24 4. Ensuring that school level results include measures of progress on each indicator of the School
25 Health Index.

26
27 The State Board of Education's Coordinated School Health and Physical Activity ~~Policies~~ **policies** shall
28 be used as guidance by the ~~Council~~ **council** to make recommendations. The ~~board~~ **Board** will consider
29 recommendations of the ~~Council~~ **council** in making policy changes or revisions.
30
31

1 Additionally, each school will have a Healthy School Team consisting of teachers, students, parents,
2 **community members**, and administrators.² The Team will hold Healthy School Team meetings during
3 the school year to assess needs and oversee planning and implementation of school health efforts. The
4 ~~director~~ **Director** of ~~schools~~ **Schools**/designee will ensure compliance with the school ~~Wellness Policy~~
5 **wellness policy**, to include an assessment of the implementation of the ~~Wellness Policy~~ **wellness policy**
6 and the progress made in attaining the policy goals. The assessment will be made available to the
7 public.

8 COMMITMENT TO NUTRITION

9 All schools within the ~~District~~ **district** shall participate in the USDA child nutrition programs, which
10 may include but not be limited to, the National School Lunch Program, the School Breakfast Program,
11 the Summer Food Service Program, and the After School Snack Program.^{4,5,6}

12 Meals shall be accessible to all students in a non-stigmatizing manner. Students will be given adequate
13 time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be
14 encouraged. All ~~food~~ **foods and beverages** including vending machines, fundraising items, and
15 concessions ~~must~~ **shall** meet guidelines set forth by the Healthy, Hunger-free Kids Act, ~~of 2010,~~ **and**
16 Smart Snacks in Schools.^{4,5,6} The ~~school~~ principal/designee shall be responsible for overseeing the
17 school district's compliance with the State Board of Education ~~Rules~~ **rules** and ~~Regulations~~
18 **regulations** for sale of food items in the school district.^{2,5,6}

19 ~~**Include any special exemptions for infrequent school-sponsored fundraisers here.**~~

20 **Fundraising**

21 ~~**Food and beverages sold that can be consumed on campus during the school day must meet or exceed**~~
22 ~~**the USDA Smart Snacks guidelines in school nutrition standards. Schools shall follow the limit on**~~
23 ~~**days per semester in which non-healthy foods may be used for fundraisers.**~~⁵

24 DISTRICT GOALS

25 The ~~school~~ **district** will promote healthy nutrition through various activities, including nutrition related
26 newsletters, informational links on the ~~school~~ **district** website, healthy eating posters and bulletin
27 boards in dining areas, and informational booths at various community functions. Nutrition ~~Education~~
28 **education** will be offered as part of a standards based program designed to provide students with
29 the knowledge and skills needed to promote and protect their health as outlined in the State Board
30 of Education Health Education and Lifetime Wellness Standards. Nutrition ~~Education~~ **education**
31 will discourage teachers from using high fat, sugar, and sodium foods as rewards and encourage
32 students to start each day with a healthy breakfast. ~~**If a district engages in food or beverage marketing,**~~
33 ~~**all marketing shall comply with the Smart Snacks in School nutrition standards.**~~⁷

34 COMMITMENT TO PHYSICAL ACTIVITY AND PHYSICAL ~~EDUCATION~~ **EDUCATION**⁸

35 The ~~board~~ **Board** recognizes that physical activity is extremely important to the overall health of a
36 child. Schools shall support and promote physical activity. -Physical activity may be integrated into
37 any areas of the school program.

1 Physical ~~Education~~ education classes shall be offered as part of a standards based program designed to
2 provide developmentally appropriate moderate to vigorous physical activity as an integral part of the
3 class. All physical education classes shall comply with the State Board of Education's Physical
4 Education Standards. ~~In~~

5 Unstructured physical activity periods shall be offered in addition to the school district's physical
6 education program, ~~non-structured physical activity periods shall be offered as required by law.⁷~~
7 Elementary school students shall receive a minimum of forty (40) minutes of physical activity each full
8 school day. Middle and high school students shall receive a minimum of ninety (90) minutes of
9 physical activity each full school week.

10 Physical activity will be conducted outside if weather permits. The following activities shall not be
11 considered physical activity: walking to and from class, time spent on an electronic device, and time
12 spent in a physical education class.

13 Schools shall continue to offer after school sports and activities. Physical activity shall not be
14 employed as a form of discipline ~~or~~. Physical activity shall not be withheld from a student as a form of
15 punishment.

16 COMMITMENT TO CURRICULUM³

17 All applicable courses of study ~~should~~ shall be based on State-approved curriculum standards.

18 SCHOOL HEALTH INDEX³

19 All schools within the district shall annually administer a baseline assessment on each of the ~~the~~
20 recommended School Health Index modules. Results shall be submitted to the School Health Advisory
21 Council and reported to the ~~State~~ Tennessee Department of Education.

22 RECORD KEEPING COMPLIANCE

23 The school district's Coordinated School Health Coordinator shall ensure that records demonstrating
24 compliance with community involvement requirements are maintained. The Coordinated School Health
25 Coordinator shall additionally document that the school wellness policy and triennial assessments are
26 made available to the public.⁸

27

28

Legal References

1. [TCA 49-6-1022](#)
2. [State Board of Education Policy 4.204](#)
3. [State Board of Education Policy 4.206](#)
4. [42 USCA § 1758b; TRR/MS 0520-01-06-.04](#)
5. [TRR/MS 0520-01-06](#)
6. [7 CFR § 210; 7 CFR § 220](#)
7. [7 CFR 210.31\(c\)\(3\)\(iii\)](#)
8. [TCA 49-6-1021; Public Acts of 2025, Chapter No. 306](#)
9. [7 CFR § 210.31\(f\)](#)

Cross References

[Student Suicide Prevention 6.415](#)

Legal References

1. TCA 49-1-1002
2. State Board of Education Policy 4.204
3. State Board of Education Policy 4.206
4. 42 USCA § 1758b (Section 204 of the Healthy, Hunger-Free Kids Act of 2010 (Public Law 111-296))
5. TRR/MS 0520-01-06
6. 7 C.F.R. § 210 and 220
7. TCA 49-6-1021
8. 7 C.F.R. § 210.31(f)

~~Gibson County School District~~ **Gibson County** **Board of Education**

Monitoring: Review: Annually, in May Review: Annually, in April	Descriptor Term: <h2 style="margin: 0;">Student Records</h2>	Descriptor Code: 6.600	Issued Date: 05/12/20 Click here to enter a date.
		Rescinds: 6.600	Issued: 08/14/14

General

A cumulative record shall be kept for each student enrolled in school.- The folder shall contain a health record, attendance record, and scholarship record; shall be kept current; and shall accompany the student through his/her school career.¹

The name used on the record of the student entering the school ~~system must~~ **district shall** be the same as that shown on the birth certificate, unless evidence is presented that such name has been legally changed. If the parent/**guardian** does not have, or cannot obtain a birth certificate, then the name used on the records of such student shall be as shown on documents which are acceptable as proof of date of birth.

The name used on the records of a student entering the ~~system~~ **school district** from another school ~~must~~ **shall** be the same as that shown on records from the school previously attended unless evidence is presented that such name has been legally changed as prescribed by law.

When a student transfers to another school within the ~~system~~ **school district or to a school outside of the school district**, copies of the student's records, including the student's disciplinary records, shall be sent to the transfer school.-² **within five (5) business days of the date on which the student's records request was received by the school.**²

All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).³

ACCESS TO STUDENT RECORDS

Student records shall be confidential.- Authorized school officials shall have access to and permit access to student education records for legitimate educational purposes.⁴ -A "legitimate educational interest"²² is the official's need to know information in order to:

1. Perform required administrative tasks;
2. Perform a supervisory or instructional task directly related to the student's education; **and**
3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid.

1 Authorized school officials may release information from or permit access to a student's education record
2 without the parent(s)/guardian(s) or eligible student's* prior written consent in the following instances:

- 3 1. To comply with a judicial order or lawfully issued subpoena. -The school system district will
4 make a reasonable effort to notify the student's parent(s)/guardian(s) or the eligible student
5 before making a disclosure;⁵
6
- 7 2. If the disclosure is an item of directory information;⁶
8
- 9 3. To comply with the requirements of child abuse reports to the extent known by the school
10 officials including the name, address, and age of the child student; the name and address of the
11 person responsible for the care of the child, student; and the facts requiring the report;³⁷
12
- 13 4. When certain federal and state officials need information in order to audit or enforce legal
14 conditions related to federally federal- or state-supported education programs in the school
15 system district;⁸
16
- 17 5. When the school system district has entered into a contract or written agreement for an
18 organization to conduct scientific research on the system's school district's behalf to develop
19 tests or improve instruction, provided that the studies are conducted in a manner which will not
20 permit the disclosure of personal identification of students and their parents
21 parent(s)/guardian(s) by individuals other than to representatives of the organization, and that
22 the information will be destroyed when no longer needed for the purpose for which the study
23 was conducted;⁹
24
- 25 6. To appropriate officials if the parent(s)/guardian(s) claim the student as a dependent as defined
26 by the Internal Revenue Code;¹⁰
27
- 28 7. To accrediting organizations to carry out their accrediting functions;¹¹
29
- 30 8. ~~When~~ To officials of another school, school system, or postsecondary institution when a
31 student seeks or intends to enroll in another school district or a post-secondary school.
32 ~~postsecondary institution.~~ Parent(s) of students or eligible students/guardian(s) of the student
33 shall be notified of the transfer and shall have a the right to obtain copies of records the record
34 transferred under this provision as well as an opportunity to challenge the content of the
35 record;¹²
36
- 37 9. To financial institutions or government agencies that provide or may provide financial aid to a
38 student in order to establish eligibility, to determine the amount of financial aid, to establish
39 conditions for the receipt of financial aid, and to enforce financial aid agreements;¹³
40
- 41 10. To make the needed disclosure appropriate officials in connection with a health or safety
42 emergency when warranted by the serious-ness if knowledge of the threat to the student or
43 other persons, when the information is necessary and needed to meet the emergency, when time
44 is an important and limiting factor, and when the persons to whom the information is to be
45 disclosed are qualified and in a position to deal with the emergency. to protect the health or

safety of the student or others;¹⁴

11. To the Attorney General ~~or his~~/designee for official purposes related to the investigation or prosecution of an act of domestic or international terrorism. An educational agency that, in good faith, produces education records in accordance with an order ~~issued under this Act~~ shall not be liable to any person for that production.¹⁵

12. To any agency caseworker or other representative of a state or local child welfare agency or tribal organization authorized to access the student's educational records when such agencies or organizations are legally responsible for the care and protection of the student.¹⁶

13. To the Secretary of Agriculture/designee for purposes of conducting program monitoring, evaluations, and performance measurements, provided that the data collected will be protected in a manner which will not permit the disclosure of personal identification of students and their parent(s)/guardian(s) by individuals other than to representatives of the organization, and that the information will be destroyed when no longer needed for the purpose for which it was conducted;¹⁷ and

14. To state and local authorities to whom information is specifically allowed to be reported or disclosed by state law that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released.¹⁸

*Consent to Disclose Records*¹⁹

Authorized school officials may release information from a student's education record if the student's parent(s)/guardian(s) or the eligible student gives written consent for the disclosure. ~~The written consent must shall~~ include:¹⁷

1. ~~A specification~~ **Specification** of the records to be released;
2. ~~The reasons~~ **Reasons** for the disclosure;
3. ~~The person~~ **Person**, organization, or class of persons or organizations to whom the disclosure is to be made;

~~1.4. The signature~~ **Signature** of the parent(s)/guardian(s) or eligible student; **and**

~~4.5. The date~~ **Date** of the consent, and, if appropriate, a date when the consent is to be terminated.

The student's parent(s)/guardian(s) or the eligible student* may obtain a copy of any records disclosed under this provision.

RECORDKEEPING

The school ~~system~~ **district** will maintain an accurate record of all requests to disclose information from or to permit access to a student's education records. ~~The system~~ **school district** will maintain an accurate

1 record of information it discloses and access it permits. -The **system district** will maintain this record as
 2 long as it maintains the student's education record. ¹⁸²⁰

3 The record will include at least: ¹⁸²⁰

- 4 1. **The name Name** of the person or agency that makes the request;
- 5
- 6 2. **The interest Interest** the person or agency has in the information;
- 7
- 8 3. **The date Date** the person or agency makes the request; and
- 9
- 10 4. Whether the request is granted, and, if it is, the date access is permitted, or the disclosure is
- 11 made.

12 * *The student becomes an "eligible student" when he/she reaches **age eighteen (18)** or enrolls in a post-*
 13 *secondary school, at which time all of the above rights become the student's right.* ²¹

Legal References

1. ~~20 USCA § 1232g; TRR/MS 0520-01-03--03(11)~~
2. ~~TCA 49-6-3001(c)(1)~~
3. ~~TCA 49-1-701 et seq.~~
4. ~~TCA 10-7-504(a)(4); 20 USCA § 1232g~~
5. ~~20 USCA § 1232g(b)(2)(B)~~
6. ~~20 USCA § 1232g(b)(2); TCA 10-7-504(a)(4)(A)~~
7. ~~TCA 37-1-403~~
8. ~~20 USCA § 1232g(b)(3)~~
9. ~~20 USCA § 1232g(b)(1)(F)~~
10. ~~20 USCA § 1232g(b)(1)(H)~~
11. ~~20 USCA § 1232g(b)(1)(G)~~
12. ~~TRR/MS 0520-01-03--03(9)~~
13. ~~20 USCA § 1232g(b)(1)(D)~~
14. ~~20 USCA § 1232g(b)(1)(I)~~
15. ~~20 USCA § 1232g(j); USA Patriot Act of 2001 § 507~~
16. ~~20 USCA § 1232g~~
17. ~~34 CFR § 99.30~~
18. ~~34 CFR § 99.32(a)~~
1. ~~20 USCA § 1232g~~
2. ~~TCA 49-6-3001(c)(1); Public Acts of 2025, Chapter No. 156~~
3. ~~TCA 49-1-701; 20 USCA § 1232g~~
4. ~~TCA 10-7-504(a)(4); 20 USCA § 1232g~~
5. ~~20 USCA § 1232g(b)(2)(B); 20 USCA § 1232g(b)(1)(J)~~
6. ~~20 USCA § 1232g(b)(2); TCA 10-7-504(a)(4)(A)~~
7. ~~TCA 37-1-403~~
8. ~~20 USCA § 1232g(b)(3), (5); 20 USCA § 1232g(b)(1)(C)~~
9. ~~20 USCA § 1232g(b)(1)(F)~~
10. ~~20 USCA § 1232g(b)(1)(H)~~
11. ~~20 USCA § 1232g(b)(1)(G)~~
12. ~~20 USCA § 1232g(b)(1)(B)~~
13. ~~20 USCA § 1232g(b)(1)(D)~~
14. ~~20 USCA § 1232g(b)(1)(I)~~

Cross References

- School District Records -1.407
- Promotion and Retention -4.603
- Testing Programs 4.700
- Attendance -6.200
- Withdrawals 6.207
- Child Custody/Parental Access -6.209
- Bus Safety and Conduct 6.308
- Corporal Punishment 6.314
- Disciplinary Hearing Authority 6.317
- AIDS
- Admission of Suspended/Expelled Students 6.318
- Acquired Immune Deficiency Syndrome 6.404
- Reporting Child Abuse 6.409
- Media Access to Students 6.604

15. 20 USCA § 1232g(j)
16. 20 USCA § 1232g(b)(1)(L)
17. 20 USCA § 1232g(b)(1)(K)
18. 20 USCA § 1232g(b)(1)(E)
19. 34 CFR § 99.30; 20 USCA § 1232g(b)(2)(A)
20. 34 CFR § 99.32(a)
21. 34 CFR §§ 99.3, 99.5; TCA 49-1-704

Recommend Current Policy

Gibson County Board of Education			
Monitoring: Review: Annually, in February	Descriptor Term: Compensation Guides & Contracts	Descriptor Code: 5.110	Issued Date: 06/13/96
		Rescinds:	Issued:

1 **All personnel must** make a written contract with the Board of Trustees at a fixed salary per month before
2 entering upon their duties.¹

3 The director of schools shall establish the salary rating of **each person** employed and shall recommend
4 such **salary rating** to the Board for its approval.²

5 **Salaries of all employees, including substitute and supplemental pay, shall be paid by the Board. No**
6 **payment to any employee for service performed on behalf of the school system shall be made from any**
7 **source other than the Board.**³

8 Contracts for **administrators and system-wide professional personnel** shall include **two-hundred (200)**
9 **days of responsibility, plus twenty (20) days for each additional month assigned by the Board.** Each
10 contract shall provide:⁴

- 11 1. A minimum of one hundred and eighty (180) working days;
- 12 2. A minimum of five (5) days for in-service education;
- 13 3. Ten (10) vacation days; and
- 14 4. Five (5) days as designated by the Board.(teachers shall use one (1) day for parent-teacher
15 conferences. ⁴)

16 The school calendar adopted by the Board each year shall become part of **each employee's contract.**

17 Salaries and supplements may be paid from revenue derived from sources other than taxes, provided the
18 revenue is deposited with and salaries paid through the Board. This includes donations or contributions
19 from individual, civic or other non-school related sources of funds from individual school activity funds,
20 such as gate receipts and concessions.^{1,5}

Legal References

1. TCA 49-2-203(a)(1); TCA 49-5-408
2. TCA 49-5-402
3. TCA 49-3-306; TCA 49-5-709; TCA 49-2-203(a)(1)
4. TCA 49-6-3004
5. TCA 49-6-2006; *Tennessee Internal School Financial Management Manual*, Section 5, Title 6

Cross References

- School Calendar 1.800
- Revenues 2.400
- Payroll Procedures 2.802
- Salary Deductions 2.803

Proposed Policy by TSBA

Gibson County Board of Education			
Monitoring: Review: Annually, in January	Descriptor Term: Compensation Guides & Contracts	Descriptor Code: 5.110	Issued Date:
		Rescinds:	Issued:

1 *General*

2 **Certified personnel** shall make a written contract at a fixed salary per month before entering upon their
3 duties.¹

4 The Director of Schools shall establish the salary rating of **all personnel** and shall recommend the **salary**
5 **schedule** to the Board for its approval.²

6 Contracts for **certified personnel** shall provide the following:³

- 7 1. A minimum of one hundred and eighty (180) working days;
- 8
- 9 2. A minimum of five (5) days for in-service education;
- 10
- 11 3. Ten (10) vacation days; and
- 12
- 13 4. Five (5) days as designated by the Board (teachers shall use one (1) day for parent-teacher
14 conferences).

15 The school calendar adopted by the Board each year shall become part of all **certified personnel contracts**.

16 Salaries and supplements may be paid from revenue derived from sources other than taxes, provided
17 the revenue is deposited with and salaries paid through the Board. This includes donations or
18 contributions from individual, civic, or other non-school related sources of funds from individual
19 school activity funds, such as gate receipts and concessions.^{1,4}

20 **ACCRUED LEAVE & BENEFICIARIES⁵**

21 **[Include the provision below if the Board opts to compensate the estate of a deceased teacher for**
22 **accrued leave.]**

23 **A deceased teacher's estate or designated beneficiary shall be paid the value of any unused**
24 **accumulated leave. Unless a teacher designates differently, the beneficiary shall be the same as the**
25 **beneficiary designed for receipt of retirement benefits with the Tennessee Consolidated Retirement**
26 **System.**

Legal References

1. [TCA 49-2-203\(a\)\(1\); TCA 49-5-408](#)
2. [TCA 49-5-402](#)
3. [TCA 49-6-3004](#)
4. [TCA 49-6-2006\(a\)](#)
5. [Public Acts of 2025, Chapter No. 433](#)

Cross References

School Calendar 1.800
Revenues 2.400
Payroll 2.802
Application and Employment 5.106