

Board of Education Regular Meeting

October 23, 2018 6:00 PM

City Hall Council Chambers

I. CALL TO ORDER BY BOARD CHAIR Procedural Item	Chair Butch Campbell
A. Pledge of Allegiance Procedural Item The Pledge of Allegiance will be led by Jackson Baker, a fourth grade student at Black Fox Elementary.	
B. Moment of Silence Procedural Item	
II. APPROVAL OF AGENDA Action Item	Chair Butch Campbell
III. COMMUNICATIONS Information Item Shane Reeves-Presentation of Resolution to Dr. Gilbert MNS would like to thank U.S Community Credit Union for their very generous donation of school supplies. AND- their generous donation of TIME and TALENT. They had Columbus Day off- so instead of spending that time on themselves, they volunteered at MNS helping teachers, reading to students, and making themselves available to our parents who had questions about savings accounts, saving for college, and the path to home ownership! Mitchell-Neilson Schools would like to thank the Mitchell-Neilson Alumni Association (yes, we have one!) for their generous donation of \$1400. Congratulations to the Chef Academy program for which our partner, the Rutherford County Health Department, received the Platinum Level Primary Invention Bright Spot Award by the Tennessee Department of Health. MCS would like to thank United Way for their Day of Action volunteers who helped spruce up some of our playgrounds. Congratulations to Scales student, Kamala Collins, whose article was featured in the National Honor Society Watson Anthology Magazine. Kamala is one of only 43 Tennessee students featured in the magazine. MCS would like to thank The Experience Community Church who donated \$5000 worth of homeless supplies to The Social Work Department. The donation is for homeless families in City Schools. The items consist of air beds, pillows, blankets, toiletries, lice kits, and blankets. The School Social Workers are over joyed to be able to hand these out to the homeless families and have already started! The Experience Church continues to be a fabulous resource and operate as the Hands and Feet of Christ!	Mrs. Lisa Trail
IV. CONSENT ITEMS Action Item	Chair Butch Campbell
A. Approval of School Fees Action Item	

B. Approval of 9-25-18 Board Minutes Action Item	
C. Approval of 10-09-18 Board Minutes Action Item	
D. Second Reading of Board Policies Action Item	
i. Board Policy 1.108 Nepotism-Rescinds PER 42 Action Item	
ii. Board Policy 1.8012 Extended School Program-Rescinds SS2 and SS3 Action Item	
iii. Board Policy 1.802-Section 504 and ADA Grievance Procedures-Rescinds Action Item	
iv. Board Policy 1.804-Drug Free Workplace Action Item	
v. Board Policy 3.210-Naming a School Action Item	
vi. Board Policy 3.212 District Water Testing Action Item	
vii. Board Policy 3.600 Insurance Management-Rescinds PER2 Action Item	
viii. Board Policy 3.602-Workers' Compensation Action Item	
ix. Board Policy 4.200 Curriculum Development-Rescinds IS2 Action Item	
x. Board Policy 4.406-Use of the Internet-Rescinds BO45 Action Item	
xi. Board Policy 5.1081-Supervision of Students-Rescinds STU45 Action Item	
xii. Board Policy 5.403-Drug and Alcohol Testing for Employees-Rescinds PE Action Item	
xiii. Board Policy 6.307-Drug-Free Schools-Rescinds STU34 Action Item	
xiv. Board Policy 6.701 Student Solicitations/Promotional Activities Rescinds 46, BO 32 Action Item	
xv. Board Policy FM10-Travel Regulations-TO BE DELETED Action Item	
xvi. Board Policy IS13-A Statement of Homework Policy-TO BE DELETED Action Item	
xvii. Board Policy IS22-Adopt A School Program-TO BE DELETED Action Item	
V. ACTION ITEMS Action Item	Chair Butch Campbell
A. Approval of 2018 Compliance Report Action Item	Dr. Linda Gilbert
B. Approval of Proposed Social Studies Adoption Selection Committee Action Item	Mr. Joe Marlin
C. Approval of Director's Evaluation Form Action Item	Dr. Linda Gilbert
VI. REPORTS AND INFORMATION Information Item	Chair Butch Campbell
A. Director's Report Action Item	Dr. Linda Gilbert

B. Personnel Report Information Item	Mr. Ralph Ringstaff
C. Enrollment (PTR) Report Information Item	Mr. Gary Anderson
D. Revenue and Expenditure Report Information Item	Mr. Gary Anderson
VII. OTHER BUSINESS Information Item	Chair Butch Campbell
VIII. ADJOURNMENT Action Item	Chair Butch Campbell

MINUTES

Board of Education Regular Meeting
September 25, 2018 6:00 PM
City Hall Council Chambers

In attendance: Chair Butch Campbell, Vice Chair David Settles, Wes Ballard, David LaRoche, Amanda Moore, Becky Goff, Roseann Barton

Staff: Dr. Linda Gilbert, Gary Anderson, Ralph Ringstaff, Joe Marlin, Angela Fairchild, Greg Lyles, Lisa Trail, Shavon Davis-Louis, Jenny Ortiz, Nina Bowie, and Cindy Cliche

Assistant City Attorney Elizabeth and City Liaison Bill Shacklett

I. CALL TO ORDER BY BOARD CHAIR Chair Butch Campbell
Procedural Item

1. Pledge of Allegiance

Procedural Item

The Pledge of Allegiance was led by Ella Good, a 5th grade student at Bradley Elementary and Layla Hearn, a 4th grade student at Cason Lane Academy.

2. Moment of Silence

Procedural Item

II. APPROVAL OF AGENDA Chair Butch Campbell

Action Item

Roseann Barton made the motion to approve the agenda. Wes Ballard seconded the motion. All approved by saying aye.

III. COMMUNICATIONS Mrs. Lisa Trail

Information Item

Council Member Bill Shacklett-Proclamation for Dr. Linda Gilbert-2019 TN Superintendent of the Year

TSBA Mid Cumberland District Director Jimmie Garland to present Board of Distinction Plaque

Congratulations to the Farm to School Program at Discovery and Siegel for winning 2nd and 3rd place in the School Garden Vegetable Competition for peppers at the Tennessee State Fair. A big shout out to Farmer Educator Viktoria Einecker for all of her help!

Dr. Heather Knox was recognized by the TN Department of Education and the Tennessee Organization of School Superintendents at the Teacher of the Year Banquet held on September 20 as the Tennessee State Winner for the Presidential Awards for Excellence in Mathematics and Science Teaching. The PAEMST award is the nation’s highest honor for K-12 mathematics and science teachers. The awards program is administered by the National

Science Foundation on behalf of The White House Office of Science and Technology Policy.

IV. CONSENT ITEMS

Chair Butch Campbell

Action Item

1. Approval of 9-11-18 Board Meeting Minutes

Action Item

2. Approval of School Fees

Action Item

3. Board Policy 1.102 Board Member Legal Status

Action Item

4. Board Policy 1.400 School Board Meetings

Action Item

Assistant City Attorney Elizabeth Taylor explained the changes on Board Policy 1.102 at the request of Mr. Campbell.

David LaRoche made the motion to approve Consent Items. Amanda Moore seconded the motion. All approved by saying aye.

V. ACTION ITEMS

Chair Butch Campbell

Action Item

1. First Reading of Board Policies

Chair Butch Campbell

Action Item

1. Board Policy BO 13-Board-Staff Communications-TO BE DELETED

Dr. Linda Gilbert

Action Item

Wes Ballard made the motion to delete Board Policy BO 13. Roseann Barton seconded the motion. All approved by saying aye.

2. Board Policy BO 22-Development of Administrative Rules-TO BE DELETED

Dr. Linda Gilbert

Action Item

David Settles made the motion to delete Board Policy BO 22. Becky Goff seconded the motion. All approved by saying aye.

3. Board Policy STU 56-Defining Student Race and Ethnicity Data-TO BE DELETED

Dr. Linda Gilbert

Action Item

Amanda Moore made the motion to delete Board Policy STU 56. David LaRoche seconded the motion. All approved by saying aye.

4. Board Policy 1.502 News Releases, Interviews, Board Meetings Coverage Rescinds BO 25

Dr. Linda Gilbert

Action Item

Becky Goff made the motion to approve Board Policy 1.502 on first reading. Wes Ballard seconded the motion. All approved by saying aye.

<p>5. Board Policy 1.6011 Administration in Absence of Policy Rescinds BO 23</p> <p>Action Item</p> <p>David Settles made the motion to approve Board Policy 1.6011 on first reading. Becky Goff seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>6. Board Policy 4.502 Parent and Family Involvement Rescinds IS 6, BO 27</p> <p>Action Item</p> <p>Roseann Barton made the motion to approve Board Policy 4.502 on first reading. David LaRoche seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>7. Board Policy 5.8021 Director's Compensation Rescinds BO 18</p> <p>Action Item</p> <p>David Settles made the motion to approve Board Policy 5.8021 on first reading. Wes Ballard seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>8. Board Policy 6.4001 Student Surveys, Analyses, and Evaluations Rescinds STU 49</p> <p>Action Item</p> <p>David LaRoche made the motion to approve Board Policy 6.4001 on first reading. Wes Ballard seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>9. Board Policy 6.4002 Use of Personal Information Rescinds BO 36</p> <p>Action Item</p> <p>Amanda Moore made the motion to approve Board Policy 6.4002 on first reading. Roseann Barton seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>10. Board Policy 6.701 Student Solicitations/Promotional Activities Rescinds STU 46, BO 32</p> <p>Action Item</p> <p>Mr. Campbell had questions about utilization of students by PTO's and fundraising. Mr. Campbell made the motion to table Board Policy 6.701 until the 10-9-18 Board meeting. David Settles seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert

VI. REPORTS AND INFORMATION	Chair Butch Campbell
Information Item	
<p>1. Revenue and Expenditure Report</p> <p>Information Item</p> <p>Mr. Anderson explained the report to the Board. Mr. Anderson felt that we are right where we should be according to our past revenue and expenditure reports at this point in the year.</p>	Mr. Gary Anderson

Wes Ballard made the motion to approve the Revenue and Expenditure Report. Amanda Moore seconded the motion. All approved by saying aye.

VII. OTHER BUSINESS

Chair Butch Campbell

Information Item

In reference to Board Policy 6.701 above, Dr. Gilbert said that there is a fundraising policy, Board Policy 6.702 that she and Ms. Taylor will look at and have information ready at the next Board meeting.

Mr. Campbell made a recommendation to the Board to have the first Board meeting of the month at the Central Office instead of City Hall. This meeting would be to discuss Board policies only. The location of the meeting could be revisited once all policies have been reviewed. The meetings would be publicized but not televised.

After much discussion, a roll call vote was taken.

- Wes Ballard-Yes
- Roseann Barton-Yes
- Butch Campbell-Yes
- Becky Goff-Yes
- David LaRoche-Yes
- Amanda Moore-Yes
- David Settles-Yes

The next meeting of the Board will be at the central office on October 9, 2018.

VIII. ADJOURNMENT

Chair Butch Campbell

Action Item

Meeting adjourned at 6:47 p.m.

Director of Schools

MINUTES

Board of Education Regular Meeting

October 09, 2018 6:00 PM

Administrative Offices

In attendance: Chair Butch Campbell, Vice Chair David Settles, Wes Ballard, Amanda Moore, Becky Goff, David LaRoche. Roseann Barton was absent.

Staff: Dr. Linda Gilbert, Gary Anderson, Ralph Ringstaff, Greg Lyles, Maria Johnson, Lisa Trail, Kristina Maddux

Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett

I. CALL TO ORDER BY BOARD CHAIR	Chair Butch Campbell
Procedural Item	
1. Pledge of Allegiance	
Procedural Item	
2. Moment of Silence	
Procedural Item	
II. APPROVAL OF AGENDA	Chair Butch Campbell
Action Item	
David LaRoche made the motion to approve the agenda. Wes Ballard seconded. All approved by saying aye.	
III. CONSENT ITEMS	Chair Butch Campbell
Action Item	
1. Second Reading of Board Policies	Chair Butch Campbell
Action Item	
1. Board Policy BO 13-Board-Staff Communications-TO BE DELETED	Dr. Linda Gilbert
Action Item	
2. Board Policy BO 22-Development of Administrative Rules-TO BE DELETED	Dr. Linda Gilbert
Action Item	
3. Board Policy STU 56-Defining Student Race and Ethnicity Data-TO BE DELETED	Dr. Linda Gilbert
Action Item	
4. Board Policy 1.502 News Releases, Interviews, Board Meetings Coverage Rescinds BO 25	Dr. Linda Gilbert
Action Item	
5. Board Policy 1.6011 Administration in Absence of Policy Rescinds BO 23	Dr. Linda Gilbert
Action Item	
6. Board Policy 4.502 Parent and Family Involvement Rescinds IS 6, BO 27	Dr. Linda Gilbert

Action Item	
7. Board Policy 5.8021 Director's Compensation Rescinds BO 18	Dr. Linda Gilbert
Action Item	
8. Board Policy 6.4001 Student Surveys, Analyses, and Evaluations Rescinds STU 49	Dr. Linda Gilbert
Action Item	
9. Board Policy 6.4002 Use of Personal Information Rescinds BO 36	Dr. Linda Gilbert
Action Item	
Wes Ballard made the motion to approve the Consent Items. Becky Goff seconded the motion. All approved by saying aye.	

IV. ACTION ITEMS Chair Butch Campbell

Action Item	
1. First Reading of Board Policies	Chair Butch Campbell
Action Item	
1. Board Policy 1.108 Nepotism-Rescinds PER 42	Dr. Linda Gilbert
Action Item	
David LaRoche made the motion to approve Board Policy 1.108 on first reading. Becky Goff seconded the motion. All approved by saying aye.	
2. Board Policy 1.8012 Extended School Program-Rescinds SS2 and SS3	Dr. Linda Gilbert
Action Item	
Amanda Moore made the motion to approve Board Policy 1.8012 on first reading. David LaRoche seconded the motion. All approved by saying aye.	
3. Board Policy 1.802-Section 504 and ADA Grievance Procedures-Rescinds BO48	Dr. Linda Gilbert
Action Item	
Mr. Campbell said that on line 26 and 123, it just states "20 days," but line 73 states "calendar days." He felt that we needed to be consistent. After much discussion, the decision was made to define whether it is calendar days or work days in each line. Amanda Moore asked that we check what the law says. The law is not exclusive to education according to Elizabeth. She felt that it was referring to calendar days. Mr. Campbell asked that we change it all to calendar days. Becky Goff made the motion to change to "calendar days" in all three cases. David LaRoche seconded the motion. Wes Ballard made the motion to approve Board Policy 1.802 on first reading with changes. David LaRoche seconded the motion. All approved by saying aye.	
4. Board Policy 1.804-Drug Free Workplace	Dr. Linda Gilbert

<p>Action Item Wes Ballard made the motion to approve Board Policy 1.804 on first reading. Becky Goff seconded the motion. All approved by saying aye.</p>	
<p>5. Board Policy 3.210-Naming a School Action Item The change that was made was on line 3. An (s) was added to board member. Elizabeth Taylor said that if more than one board member is on the committee, it would have to be publicized because of the open meeting law. David LaRoche made the motion to approve Board Policy 3.210 on first reading. Becky Goff seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>6. Board Policy 3.212 District Water Testing Action Item Mr. Campbell asked if we need to add “calendar” before days on line 13. David Settles made the motion to add the word “calendar” before days. Amanda Moore seconded that motion. David Settles made motion to approve Board Policy 3.212 on first reading with the above mentioned changes. David LaRoche seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>7. Board Policy 3.600 Insurance Management-Rescinds PER2 Action Item Amanda Moore asked about line 11 under Group Health where it states that the Board “may” provide group health insurance for full time employees. She would like to change that to “shall” provide health insurance. Amanda Moore made the motion to approve Board Policy 3.600 on first reading with the change. David LaRoche seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>8. Board Policy 3.602-Workers' Compensation Action Item Wes Ballard made the motion to approve Board Policy 3.602 on first reading. Becky Goff seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert
<p>9. Board Policy 4.200 Curriculum Development-Rescinds IS2 Action Item David LaRoche made the motion to approve Board Policy 4.200 on first reading. Becky Goff seconded the motion. All approved by saying aye.</p>	Dr. Linda Gilbert

<p>10. Board Policy 4.406-Use of the Internet-Rescinds BO45 Action Item After much discussion regarding lines 62-63, where it states that the Board shall provide public notice of its internet safety measures, and after Ms. Taylor researched the law, it was decided that lines 62-63 wasn't required to be in the policy. Wes Ballard made the motion to delete lines 62-63. David LaRoche seconded the motion. All approved by saying aye. Amanda Moore made the motion to approve Board Policy 4.406 as amended on first reading. David LaRoche seconded the motion. All approved by saying aye.</p>	<p>Dr. Linda Gilbert</p>
<p>11. Board Policy 5.1081-Supervision of Students-Rescinds STU45 Action Item Dr. Gilbert said that school buses were added to this policy. Becky Goff made the motion to approve Board Policy 5.1081 on first reading. Amanda Moore seconded the motion. All approved by saying aye.</p>	<p>Dr. Linda Gilbert</p>
<p>12. Board Policy 5.403-Drug and Alcohol Testing for Employees-Rescinds PER36 Action Item David Settles made the motion to approve Board Policy 5.403 on first reading. Wes Ballard seconded the motion. All approved by saying aye.</p>	<p>Dr. Linda Gilbert</p>
<p>13. Board Policy 6.307-Drug-Free Schools-Rescinds STU34 Action Item Wes Ballard made the motion to approve Board Policy 6.307 on first reading. David LaRoche seconded the motion. All approved by saying aye.</p>	<p>Dr. Linda Gilbert</p>
<p>14. Board Policy 6.701 Student Solicitations/Promotional Activities Rescinds STU 46, BO 32 Action Item The Board had discussion and clarification that this policy governs a third party fundraising group such as Jump Rope for Heart, etc, and the fact that approval goes through central office. Becky Goff made the motion to approve Board Policy 6.701 on first reading. Wes Ballard seconded the motion. All approved by saying aye.</p>	<p>Dr. Linda Gilbert</p>
<p>15. Board Policy FM10-Travel Regulations-TO BE DELETED Action Item</p>	<p>Dr. Linda Gilbert</p>

David LaRoche made the motion to delete Board Policy FM10.
Amanda Moore seconded the motion. All approved by saying aye.

16. Board Policy IS13-A Statement of Homework Policy-TO BE DELETED	Dr. Linda Gilbert
Action Item David LaRoche made the motion to delete Board Policy IS13. Amanda Moore seconded the motion. All approved by saying aye.	
17. Board Policy IS22-Adopt A School Program-TO BE DELETED	Dr. Linda Gilbert
Action Item Becky Goff made the motion to delete Board Policy IS22. Wes Ballard seconded the motion. All approved by saying aye.	

V. REPORTS AND INFORMATION	Chair Butch Campbell
Information Item	

VI. OTHER BUSINESS	Chair Butch Campbell
Information Item 1:00 on Friday, we will be celebrating Discovery School's Blue Ribbon Award Jim Crumley's Retirement Reception will be Thursday from 2:00 to 4:00 in the rotunda at City Hall. City Schools Foundation will be giving \$63319 in grants this year with the most expensive grant being \$9999.00. A reception will be held in the near future at Sidney and Liz McPhee's house. The Board will receive an invitation. MCS grew 64 students this month with a total of 8928 students. We will be receiving additional BEP funding. Wes Ballard, Amanda Moore, Becky Goff, and Roseann Barton attended a School Board training at TSBA today. They all agreed that it was very informative. Dr. Gilbert told the Board that she appreciates her relationship with them. Mr. Campbell read a thank you card from Mr. Phil King.	

VII. ADJOURNMENT	Chair Butch Campbell
Action Item	

David LaRoche made the motion to adjourn. David Settles seconded the motion.
The meeting adjourned at 7:24 p.m.

Director of Schools

Murfreesboro City School Board

Monitoring: Review: Annually, in September	Descriptor Term: <h2 style="margin: 0;">Nepotism</h2>	Descriptor Code: 1.108	Issued Date:
		Rescinds: PER 42	Issued: 9/02, 2/12

1 The Director of Schools has sole authority to make hiring decisions. This policy does not alter or
 2 modify that authority.

3 Whenever feasible, the Director shall notify the Board in writing prior to hiring the person for initial
 4 employment in the system if that person is related to a member of the Board, the Director of Schools,
 5 an administrator in the system, a City Council member, or any appointed or elected City official.¹

6 If a member of the Board has a relative who is an employee in the system, prior to voting on any
 7 matter of business that may have an effect upon the employment of the relative, the member shall
 8 declare such relationship. In making such a declaration, the member shall certify that their vote on the
 9 pending matter will be in the best interest of the school system.¹

10 Two members of the same family may be assigned to the same building in cases where one relative
 11 does not directly supervise the other. However, no person shall supervise or be supervised by an
 12 employee if they are related to the employee.

13 For purposes of this policy, the terms “related to” and "relative" include the following relationships:
 14 spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother,
 15 sister, uncle, aunt, nephew, niece, or any person who resides in the same household.

Legal References

1. TCA 49-2-202(a)(3)

Cross References

Assignment/Transfer of Personnel 5.115

Murfreesboro City School Board

Monitoring: Review: Annually, in September	Descriptor Term: Extended School Program	Descriptor Code: 1.8012	Issued Date:
		Rescinds: SS 2, SS 3	Issued: 12/97, 04/14

1 The Board authorizes the establishment and operation of Extended School Day/Year Programs in any
2 of its schools to be conducted before and after the regular school day and during summer months and
3 other times when school is not in session.

4 **CONTRACT SERVICES FOR SPECIALIZED ACTIVITIES**

5 The Extended School Program (ESP) is hereby delegated the authority to enter into contracts to
6 provide specialized activities to students who participate in the before and after school program. These
7 activities may include, but are not limited to: arts and humanities, vocational and social sciences,
8 entertainment, communication, and physical education. Contracts for specialized activities must be in
9 writing and must be approved by the Murfreesboro City School Board Attorney, the Director of
10 Schools, and the Supervisor of ESP. Contracts may be for independent contractors but may not exceed
11 one (1) school-year in length. The fees charged for participation in such specialized activities may
12 vary.

13 **MATERIAL SUPPLY FEES**

14 The Board authorizes the Director of Schools to determine the amount of any material/supply fees to
15 be charged for participation in any before or after school program activities. This fee would be applied
16 to the cost of instructional supplies and materials that would be used for the purpose of implementation
17 of the activity. Charges will be established in advance and be made known to the program participants
18 and their parents.

Murfreesboro City School Board

Monitoring: Review: Annually, in September	Descriptor Term: Section 504 and ADA Grievance Procedures	Descriptor Code: 1.802	Issued Date:
		Rescinds: BO 48	Issued: 09/01/13

1 The Board is committed to maintaining equitable employment/educational practices, services,
2 programs and activities that are accessible and usable by qualified individuals with disabilities.

3 **DEFINITION**

4 *Section 504 of the Rehabilitation Act of 1973* provides that: No otherwise qualified individual with
5 handicaps in the United States...solely by reason of his/her handicap, be excluded from the
6 participation in, be denied the benefits of, or be subjected to discrimination under any program or
7 activity receiving federal financial assistance.¹

8 *Title II of the Americans with Disabilities Act, 1990* provides that: No otherwise qualified individual
9 with a disability shall be discriminated against in regard to job application procedures, the hiring,
10 advancement, or discharge of employees, employee compensation, job training and other terms,
11 conditions and privileges of employment.²

12 **COORDINATOR**³

13 The Board shall designate at least one employee to coordinate its efforts to comply with and carry out
14 its responsibilities under the Americans with Disabilities Act (ADA) and Section 504 of the
15 Rehabilitation Act of 1973 (Section 504), including any investigation of any complaint alleging non-
16 compliance with the Acts or alleging any actions that would be prohibited by the Acts.

17 **NOTICE**⁴

18 The Board shall make available the name, office address and telephone number of the ADA/Section
19 504 coordinator(s). Methods of initial and continuing notification may include the posting of notices,
20 publication in newspapers and student and employee handbooks and distribution of memoranda or
21 other written communications.

22 **COMPLAINT PROCEDURE**⁵

23 The coordinator(s) will receive ADA/Section 504 complaints. Complaints shall be submitted orally or
24 in writing to the coordinator(s) who will endeavor to accomplish prompt and equitable resolution of
25 complaints alleging any action that would be prohibited by the ADA/Section 504. The coordinator(s)
26 will respond in writing to all complaints within twenty (20) **calendar** days and provide information on
27 further grievance procedures that may be followed if the complaining party is not satisfied with the
28 coordinator(s)' proposed resolution.

29

1 DUE PROCESS HEARING PROCEDURES

2 Section 504 provides the right to an impartial due process hearing if a parent wishes to contest any
3 action of the school system with regard to a child's identification, evaluation, and placement under
4 Section 504. If a parent/guardian requests a Section 504 hearing, the parent/guardian has the right to
5 personally participate and to be represented at the hearing by an attorney or advocate at the parent's
6 expense. Contested actions or omissions that are appropriate for a Section 504 hearing should involve
7 identification, evaluation, or placement issues involving a child who has or is believed to have a
8 disability.

9 *Request for Hearing*

10 A parent/guardian who wishes to challenge an action or omission with regard to the identification,
11 evaluation, or placement of a student who has or is believed to have a disability as defined by Section
12 504, shall make an oral or written request for a due process hearing to the Section 504 coordinator(s).
13 The request shall be submitted on or reduced to writing on a form provided through the Central Office.

14 *Impartial Hearing Officer*

15 The Director of Schools/designee shall appoint an impartial hearing officer to preside over the hearing
16 and issue a decision. Such appointment will be made within fifteen (15) **calendar** days of the date of
17 receipt of a request for a due process hearing. The hearing officer will be hired as an independent
18 contractor at no expense to the parent. The hearing officer that is appointed shall not be a current
19 employee of the school system and shall not be related to any member of the Board. The hearing
20 officer need not be an attorney but shall be familiar with the requirements of Section 504 and the
21 hearing procedures under Section 504. The choice of an impartial hearing officer is final and may not
22 be presented as an issue at the due process hearing since such an issue would not relate to the
23 identification, evaluation, or placement of a disabled child under Section 504. If a parent/guardian
24 disputes the impartiality of the appointed hearing officer, he/she may raise such issue in a review of the
25 hearing officer's opinion by a court of competent jurisdiction or in a complaint to the Office for Civil
26 Rights.

27 Office for Civil Rights
28 U.S. Department of Education
29 61 Forsyth St. S.W., Suite 19T10
30 Atlanta, GA 30303-8927
31 Telephone: 404-974-9406; TDD: 877-521-2172
32 Email: OCR.Atlanta@ed.gov

33 *Scheduling of Hearing*

34 The appointed hearing officer shall set a date for the hearing within fifteen (15) **calendar** days of being
35 appointed and provide this information in writing to the parent/guardian and the Section 504
36 coordinator(s). The hearing shall take place at a mutually agreeable time and place.

37

38

1 *Continuances*

2 Upon a showing of good cause, the hearing officer, at their discretion may grant a continuance of the
3 hearing date and set a new hearing date.

4 *Legal Representation at Hearing*

5 If a parent/guardian is represented by a licensed attorney at the due process hearing, the
6 parent/guardian must inform the Section 504 coordinator(s) and the appointed hearing officer of that
7 fact, in writing, at least seven (7)-calendar days prior to the hearing date, or the hearing can be
8 continued upon the coordinator(s)' request.

9 *Pre-Hearing Conference*

10 The hearing officer may order a Pre-Hearing Conference during which the parent/guardian or their
11 representative will state and clarify the issues to be addressed at the hearing. The Pre-Hearing
12 Conference will also serve to resolve preliminary matters, clarify jurisdictional issues, and answer the
13 parties' questions regarding the hearing process. The Pre-Hearing Conference can be held via
14 telephone or in person depending on the hearing officer's decision based on the convenience to both
15 parties.

16 *Dismissals*

17 If, after the Pre-Hearing Conference, the hearing officer finds that the parent/guardian, as a matter of
18 law, alleges and/or raises no factual claims or legal issues that come within their jurisdiction as a
19 Section 504 hearing officer, the hearing officer may dismiss the hearing and issue an order to that
20 effect explaining the basis for such finding.

21 *Hearing*

22 The hearing shall be conducted in an informal, non-adversarial manner. The hearing shall be closed to
23 the public unless the parent/guardian requests an open hearing. The hearing officer may reasonably
24 limit testimony and introduction of exhibits for reasons or relevance.

25 *Recording*

26 Instead of a formal written transcript produced by a court reporter, the entire due process hearing will
27 be video recorded. The school system shall provide a copy of the recording to the parent/guardian upon
28 request. In order for an accurate recording to be made, the parties and witnesses shall introduce
29 themselves at the beginning of their presentations. If a parent/guardian appeals the decision of the
30 hearing officer to a court of competent jurisdiction, the school system shall prepare a written transcript
31 of the hearing to be offered to the court as an exhibit.

32 *Witnesses*

33 Witnesses will present their information in narrative form, without the traditional question and answer
34 format of legal proceedings. Cross-examination of witnesses will not be allowed, but a party may
35 request that the hearing officer, at their discretion, ask a witness a certain question.

1 *Format of Presentation*

2 Each side will have an equal amount of time to present their positions as determined by the hearing
3 officer. The parent/guardian will present their case first by making an opening statement outlining the
4 issues, calling witnesses, and making a closing argument. The school system will present its side next.

5 At the end of the school system's presentation, the parent/guardian may offer a short response. Each
6 side may present personally or through their representatives.

7 *Submission of Exhibits*

8 As part of their presentations and at the discretion of the hearing officer, the parties may submit any
9 reports, evaluations, correspondence, notes, or any other documents that may support their positions.
10 Exhibits submitted to the hearing officer by either party must be marked. The hearing officer may, in
11 the exercise of their discretion, reasonably limit the number of documents to be submitted for their
12 review, as well as the number of witnesses and the length and/or scope of their presentations or
13 statements.

14 *Closing Arguments*

15 The hearing officer may allow or request written closing arguments summarizing and characterizing
16 the information presented at the hearing.

17 *Decision*

18 The hearing officer may make an oral ruling at the conclusion of the hearing or take the case under
19 advisement and issue a written opinion. Such decision shall address all of the issues raised by the
20 parent/ guardian as well as any corrective actions, if any, the school system must take. Any issue or
21 claim raised by the parent/guardian that is left unaddressed by the hearing officer in their decision will
22 be deemed to have been denied. The decision must be issued within forty-five (45) **calendar** days after
23 the date the Request for a Due Process Hearing is received by the district. The hearing officer may not
24 award attorneys' fees as a part of the relief granted to a parent/guardian or the district.

25 *Review Procedure/Appeal*

26 If the parent/guardian is not satisfied by the decision of the hearing officer, the parent/guardian may
27 seek review of the decision in a court of competent jurisdiction.

Legal References

1. 34 CFR § 104.4(a)
2. 42 USCA §12112(a)
3. 28 CFR § 35.107
4. 28 CFR § 35.106; 34 CFR § 104.8
5. 28 CFR § 35.170, .172
6. 34 CFR §104.36

Cross References

Murfreesboro City School Board

Monitoring: Review: Annually, in September	Descriptor Term: <h2 style="text-align: center;">Drug-Free Workplace</h2>	Descriptor Code: <h3 style="text-align: center;">1.804</h3>	Issued Date:
		Rescinds:	Issued:

- 1 No employee shall unlawfully manufacture, distribute, dispense, possess or use on or in the workplace
- 2 alcohol or any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other
- 3 controlled substance, as defined in federal law.¹ “Workplace” shall include any school building or any
- 4 school premise; any school-owned or any other school-approved vehicle used to transport students to
- 5 and from school or school activities; and off-school property during any school-sponsored or school
- 6 approved activity, event or function.

- 7 Any employee who violates the terms of this policy shall be suspended and shall be subject to
- 8 dismissal and referral for prosecution.

- 9 The Director of Schools shall be responsible for providing a copy of this policy to all school system
- 10 employees.

Legal References

1. Subtitle D Drug Free Workplace Act of 1988

Cross References

- Drug and Alcohol Testing, Employees 5.403
 Drug-Free Schools 6.307

Murfreesboro City School Board

Monitoring: Review: Annually, in September	Descriptor Term: Naming A School	Descriptor Code: 3.210	Issued Date:
		Rescinds: BO 47	Issued: 05/24/13

1 The general procedure for selecting a new name for a new school shall be as follows:

2 The Board Chair and Director of Schools shall jointly appoint a committee composed of school board
3 member(s), city council member, community representative(s) and staff member(s) with the Director of
4 Schools serving as an ex officio member. The committee shall be no smaller than 5 members and no
5 larger than 9 members.

6 **Community Input**

7 Names for consideration by the committee may be submitted by any resident of the City of Murfreesboro,
8 board member, City Council member, or school personnel.

9 Proposed names for consideration should be sent to the Director of Schools via email, regular mail or
10 fax.

11 The committee shall review and consider all proposed names submitted by the community.

12 The school-naming committee shall present a list of not less than two names nor more than four names
13 to the Board.

14 The Board shall then make the final selection of the name and present such name to the City Council
15 for their information.

16 **General Guidelines for Name Selection**

17 Schools shall not be named for living persons, except for those who have rendered exemplary service to
18 public education in Murfreesboro as recognized and approved by a vote of the Board.

19 Two schools in the system shall not be given the same name and care should be taken to avoid similar
20 names.

21 **Schools may be named for:**

22 The area or community in which the school is located, or the street on which the school is located, or a
23 street bordering the school site, if that street is well known in the community, or Presidents, governors
24 or recognized national, state and local leaders who have made an outstanding contribution to the field of
25 education.

26 The committee will submit its recommendations about the name of the school with supporting reasons

27 to the Board.

28 **Naming Additional Buildings**

29 Facilities other than a school should be given names which describe the facility or the geographic
30 location in the city.

31 A single building on a campus with multiple buildings or a specific area on the campus may be named
32 for a living person, provided such person has made an outstanding contribution to that school.

33 The naming of such building or specific area shall not supplant the facility's name.

34 If in the judgment of the Board an existing facility should be renamed, the criteria of this policy will
35 apply.

36 The Director of Schools shall have the authority to recommend the naming of a portion of a facility,
37 such as a section of a building, a single building on a campus, etc., directly to the Board for approval
38 without the committee process.

39

Murfreesboro City School Board

Monitoring: Review: Annually, in October	Descriptor Term: District Water Testing	Descriptor Code: 3.212	Issued Date:
		Rescinds:	Issued:

1 *General*

2 All district facilities built before January 1, 1998 shall be tested for lead in drinking water every two
 3 (2) years.¹

4 The Director of Schools shall develop appropriate administrative procedures to facilitate this testing
 5 and address any necessary corrective action.

6 **RESPONSE TO TESTING RESULTS¹**

7 If test results show that lead levels exceed fifteen parts per billion (15 ppb) but are below twenty parts
 8 per billion (20 ppb), that school shall conduct lead level tests on an annual basis. This shall continue
 9 until tests show that the lead levels are under fifteen parts per billion (15 ppb).

10 If test results show that lead levels equal or exceed twenty parts per billion (20 ppb), the school shall
 11 immediately remove the drinking water source from service. The drinking water source shall not be
 12 available for use until retesting confirms the water lead level does not exceed twenty parts per billion
 13 (20 ppb). If corrective action is taken, retesting shall occur within ninety **calendar** (90) days.

14 The Director of Schools/designee shall notify the appropriate authorities within twenty-four (24) hours
 15 of a test result showing that lead levels equal or exceed twenty parts per billion (20 ppb).
 16 Parent(s)/guardian(s) shall be notified within five (5) business days of such test result.

Legal References

1. Public Acts of 2018, Chapter No. 977

Murfreesboro City School Board

Monitoring: Review: Annually, in October	Descriptor Term: Insurance Management	Descriptor Code: 3.600	Issued Date:
		Rescinds: PER 2	Issued:

1 The insurance program shall provide coverages in a minimum of the following broad categories:

- 2 1. Property: Buildings and contents against fire, extended coverage, vandalism and malicious
3 mischievous, boiler and machinery explosion; and vehicles;
- 4 2. Liability: Board members, Director of Schools and employees resulting from discharging their
5 duties;
- 6 3. Worker's compensation; and
- 7 4. Fidelity: Blanket bond and fiscal agent's bond as required by statute.

8 The Director of Schools shall continually review the insurance program to ensure that adequate
9 protection is being provided at a reasonable price.

10 **GROUP HEALTH**

11 The Board ~~may~~ shall provide group health insurance for all full-time employees.¹ The Director of
12 Schools, after consultation with personnel, shall recommend carriers of insurance for programs in
13 which the Board makes partial or full payments. The Board shall approve all insurance carriers.
14

Legal References

1. TCA 49-2-209

Cross References

Payroll Procedures 2.802

Murfreesboro City School Board

Monitoring: Review: Annually, in October	Descriptor Term: <h2 style="text-align: center;">Workers' Compensation</h2>	Descriptor Code: <h3 style="text-align: center;">3.602</h3>	Issued Date:
		Rescinds:	Issued:

- 1 The Board shall maintain adequate workers' compensation coverage according to state laws. A printed
- 2 notice shall be posted and maintained in a conspicuous place on the business premises regarding workers'
- 3 compensation as prescribed by the commissioner of labor and workforce development.¹

- 4 The Board shall establish a medical panel consisting of at least three (3) or more reputable physicians or
- 5 surgeons who are not associated together in practice, if available.

- 6 The names of the physicians or surgeons shall be posted in conspicuous places throughout the
- 7 maintenance, transportation, clerical, and professional areas of participating schools. Any claimant may
- 8 select an operating surgeon or attending physician listed on the medical panel for treatment of on-the-
- 9 job injuries.² Any specialized treatment of injuries must be administered by practitioners or specialists
- 10 upon referral by the medical panel.

Legal References

1. TCA 50-6-407
2. TCA 50-6-204(a)(3)(A)(i)

Cross References

- Sick Leave 5.302
Physical Assault Leave 5.307

Murfreesboro City School Board

Monitoring: Review: Annually, in November	Descriptor Term: Curriculum Development	Descriptor Code: 4.200	Issued Date:
		Rescinds: IS 2, IS 19	Issued: 02/01/12

- 1 Curriculum that addresses the state content standards shall be implemented under the leadership and
- 2 direction of the Instruction Department. In addition, the Instruction Department will insure that each
- 3 teacher has access to the curriculum and will provide professional development concerning the
- 4 curriculum as needed.

- 5 The Board authorizes the Director of Schools/designee to organize committees to participate in
- 6 curriculum development and to revise and update the curriculum.

- 7 Any change to any instructional program shall be approved by the Principal, Assistant Superintendent
- 8 for Instruction, Director of Schools, and, in some cases, the Board, prior to such change.

Legal References

TRR/MS 0520-1-3-.05(1)(a); TRR/MS 0520-01-03-.05(2)

Cross References

Professional Growth and Development 5.113

Murfreesboro City School Board

Monitoring: Review: Annually, in November	Descriptor Term: Use of the Internet	Descriptor Code: 4.406	Issued Date:
		Rescinds: BO 45	Issued: 11/01/12

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/designee that sets out the terms and conditions of such
7 use. Such agreement shall include a provision stating that an employee may not characterize himself or
8 herself as representing Murfreesboro City Schools in any online posting, unless acting pursuant to the
9 system's written policies. Any employee who accesses the district's computer system for any purpose
10 agrees to be bound by the terms of that agreement, even if no signed written agreement is on file.

11 The Director of Schools shall develop and implement procedures for appropriate Internet use which shall
12 address the following:

- 13 1. Development of the Network and Internet Use Agreement.
- 14 2. General rules and ethics of Internet access.
- 15 3. Guidelines regarding appropriate instruction and oversight of student Internet use.
- 16 4. Prohibited and illegal activities, including but not limited to the following:¹
 - 17 • Sending or displaying offensive messages or pictures
 - 18 • Using obscene language
 - 19 • Harassing, insulting, defaming or attacking others
 - 20 • Damaging computers, computer systems or computer networks
 - 21 • Hacking or attempting unauthorized access to any computer
 - 22 • Violation of copyright laws
 - 23 • Trespassing in another's folders, work or files
 - 24 • Intentional misuse of resources
 - 25 • Using another's password or other identifier (impersonation)
 - 26 • Use of the network for commercial purposes
 - 27 • Buying or selling on the Internet

28 **Students**

29 The Director of Schools shall develop and implement procedures for appropriate Internet use by students.
30 Procedures shall address the following:

- 31 1. General rules and ethics of Internet use.
- 32 2. Prohibited or illegal activities, including, but not limited to:¹

- 1 • Sending or displaying offensive messages or pictures
- 2 • Using obscene language
- 3 • Harassing, insulting, cyberbullying, defaming or attacking others
- 4 • Damaging computers, computer systems or computer networks
- 5 • Hacking or attempting unauthorized access
- 6 • Violation of copyright laws
- 7 • Trespassing in another's folders, work or files
- 8 • Intentional misuse of resources
- 9 • Using another's password or other identifier (impersonation)
- 10 • Use of the network for commercial purposes
- 11 • Buying or selling on the Internet

12 **INTERNET SAFETY MEASURES** ³

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

- 14 • Controlling access by students to inappropriate matter on the Internet and World Wide
- 15 Web
- 16 • Safety and security of students when they are using electronic mail, chat rooms, and other
- 17 forms of direct electronic communications
- 18 • Preventing unauthorized access, including "hacking" and other unlawful activities by
- 19 students on-line
- 20 • Unauthorized disclosure, use and dissemination of personal information regarding
- 21 students
- 22 • Restricting students' access to materials harmful to them

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

- 26 • Utilizing technology that blocks or filters Internet access (for both students and adults) to
- 27 material that is obscene, child pornography or harmful to students
- 28 • Maintaining and securing a usage log
- 29 • Monitoring on-line activities of students

30 ~~The Board shall provide reasonable public notice of, and at least one (1) public hearing or meeting to~~
31 ~~address and communicate, its Internet safety measures.~~

32 A written parental consent shall be required prior to the student being granted access to electronic media
33 involving district technological resources. The required permission/agreement form, which shall specify
34 acceptable uses, rules of on-line behavior, access privileges and penalties for policy/ procedural
35 violations, must be signed by the parent/legal guardian and also by the student. This document shall be
36 executed each year and shall be valid only in the school year in which it was signed unless parent(s)
37 provide written notice that consent is withdrawn. In order to rescind the agreement, the student's
38 parent/guardian must provide the Director of Schools with a written request.

1 **E-MAIL**

2 Users with network access shall not utilize district resources to establish electronic mail accounts
3 through third-party providers or any other nonstandard electronic mail system. All data including e-mail
4 communications stored or transmitted on school system computers shall be monitored.
5 Employees/students have no expectation of privacy with regard to such data. E-mail correspondence
6 may be a public record under the public records law and may be subject to public inspection.²

7 **INTERNET SAFETY INSTRUCTION** ⁴

8 Students will be given appropriate instruction in internet safety as a part of any instruction utilizing
9 computer resources. The Director shall provide adequate in-service instruction on internet safety. Parents
10 and students will be provided with material to raise awareness of the dangers posed by the internet and
11 ways in which the internet may be used safely.

12 **SOCIAL NETWORKING**

- 13 1. District staff who have a presence on social networking websites are prohibited from posting
14 data, documents, photographs or inappropriate information that is likely to create a material and
15 substantial disruption of classroom activity.
- 16 2. District staff are prohibited from accessing personal social networking sites on school computers
17 or during school hours except for legitimate instructional purposes.
- 18 3. The Board discourages district staff from socializing with students on social networking
19 websites. The same relationship, exchange, interaction, information, or behavior that would be
20 unacceptable in a non-technological medium is unacceptable when done through the use of
21 technology.

22 **VIOLATIONS**

23 Violations of this policy or a procedure promulgated under its authority shall be handled in accordance
24 with the existing disciplinary procedures of Murfreesboro City Schools.

Legal References

1. TCA 39-14-602
2. TCA 10-7-512
3. Children's Internet Protection Act (Public Law 106-554)
4. TCA 49-1-221

Cross References

Use of Electronic Mail (e-mail) 1.805
Web Pages 4.407

Murfreesboro City School Board

Monitoring: Review: Annually, in September	Descriptor Term: Supervision of Students	Descriptor Code: 5.1081	Issued Date:
		Rescinds: STU 45	Issued: 7/01

- 1 Students will be under the supervision of school personnel, either certificated or non-certificated, at all
- 2 times including recess, play periods, and lunch periods, as well as during the school day, during
- 3 extracurricular activities, and on school buses to and from school.

Murfreesboro City School Board

Monitoring: Review: Annually, in March	Descriptor Term: Drug & Alcohol Testing for Employees	Descriptor Code: 5.403	Issued Date:
		Rescinds: PER 36	Issued: 09/01/01

1 REASONABLE SUSPICION DRUG TESTING

2 Trained supervisors have the responsibility to observe and document the cause for reasonable suspicion
3 and when appropriate, refer the matter to the Director of Schools/designee. It is not the supervisor's
4 responsibility to attempt diagnosis. All information, facts and circumstances leading to and supporting
5 this suspicion, should be included in a written report detailing the basis for the suspicion. After the
6 report is filed, the employee should be notified.

7 Any employee may be required to submit to substance screening if the following conditions exist: (list
8 is not inclusive)

- 9 1. Observed use, possession or sale of illegal drugs and/or use, possession, sale, or abuse of alcohol
10 and/or prescription drugs.
- 11 2. Apparent physical state of impairment of motor functions.
- 12 3. Marked changes in personal behavior not attributed to other factors.
- 13 4. Employee involvement in or contribution to an accident where the use of alcohol or drugs is
14 reasonably suspected or employee involvement in a pattern of repetitive accidents whether or not
15 they involve actual or potential injury.
- 16 5. Violation of criminal statutes involving the use of illegal drugs, alcohol or prescription drugs
17 and/or violations of drug statutes.

18 TESTING FOR CDL EMPLOYEES

19 All drivers and applicants for driver positions who are required to hold a Commercial Driver's License
20 (CDL) to perform their job function must adhere to the requirements of this policy and all procedures
21 relating to this policy.¹

22 The use, possession, sale, purchase or transfer of any controlled substances except medically prescribed
23 drugs on school property, while on school business or while operating school vehicles and equipment is
24 prohibited. Drinking alcoholic beverages during working hours, within four (4) or fewer hours before
25 reporting to work or having any measurable amount of alcohol in their system during working hours is
26 prohibited, whether on or off school property. Working hours include all breaks. Off-duty use of drugs
27 and alcohol is prohibited to the extent that it affects the driver's attendance or performance and their
28 ability to pass required DOT alcohol and controlled substance tests. Any violation of this policy is
29 grounds for termination as an employee of the Board and possible legal prosecution.

30 The use of any prescription drug that could affect the central nervous system or one that would impair
31 reaction time shall be reported to the Director of Schools/Transportation Supervisor. Notice shall be
32 given of non-prescription (over-the-counter) drugs being taken on a regular basis. The notice shall
33 include the duration of ingestion and the possible side effects.

34 **Pre-employment Drug Screening**

35 Prior to employment, as a condition of any job offer, substance screening will be required for individuals
36 applying for the positions of school bus driver or mechanic. This requirement applies to all CDL
37 (Commercial Driver's License) personnel in compliance with the federal Omnibus Transportation
38 Employee Testing Act of 1991.

39 Applicants will sign an acknowledgment prior to substance screening, permitting the summary result to
40 be sent to the Director of Schools/designee.

41 Refusal to sign the acknowledgment or to submit to substance screening will be considered as withdrawal
42 of the individual's application for employment.

43 If the substance screening shows a confirmed positive result for which there is no current physician's
44 prescription, the applicant is not eligible for employment.

45 All CDL employees are subject to random substance screening.

46 **Procedures**

47 The execution and enforcement of this policy will follow set procedures to screen bodily fluids, conduct
48 breath testing, and/or search all employee/applicants for alcohol and drug use, including those employees
49 suspected of violating this policy or who are involved in a reportable accident or who are periodically
50 randomly selected. The procedures are designed not only to detect violations of this policy, but also to
51 ensure fairness to each employee. Disciplinary action will be taken as necessary.

52 **Implementation**

53 The Director of Schools/Supervisor of Transportation is authorized to implement this policy and the
54 procedures for the drug testing program, including a periodic review of the program to address any
55 problems, changes and/or revisions of it, maintenance of all records required by the federal regulations,
56 and determination upon Board approval of how the program will be accomplished, whether in-house,
57 contracted or by consortium.

58 **Dissemination**

59 The Director of Schools/Transportation Supervisor shall be responsible for communicating this policy
60 and the procedures to all employees affected by this policy and shall be accountable for its consistent
61 enforcement.² The Director of Schools/Transportation Supervisor is designated to answer questions
62 about this policy, procedures and all other matters involved in alcohol and controlled substance testing
63 of CDL drivers and the reasonable suspicion testing of all other employees.
64

Legal References

1. 49 USCS § 5331; Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991)
2. 49 CFR 382.601

Murfreesboro City School Board

Monitoring: Review: Annually, in April	Descriptor Term: Drug-Free Schools	Descriptor Code: 6.307	Issued Date:
		Rescinds: STU 34	Issued: 06/01/12

1 In order to protect the rights of students, to safeguard the learning environment, and to contribute to a “Drug Free”
2 community, the Board’s plan for dealing with alcohol and drugs¹ shall include the following:

- 3 1. Appropriate ways for handling alcohol/drug-related medical emergencies;
- 4 2. Guidelines for reporting alcohol/drug incidents and illegal activities;
- 5 3. Guidelines for referral of students who may have an alcohol/drug problem and/or are considered "high
6 risk" to agencies and other appropriate sources of assistance;
- 7 4. Effective working relationships with appropriate community agencies, such as alcohol/drug service
8 providers, law enforcement agencies and judicial officials.

9 Through the use of state guidelines the Director of Schools shall be responsible for:

- 10 1. Developing and implementing an appropriate curriculum on alcohol and drug education for students;
- 11 2. Providing adequate information and training for all staff personnel as appropriate to their responsibilities;
- 12 3. Implementing the relevant portions of the Drug-Free Youth Act² ;
- 13 4. Developing administrative rules and guidelines for the school system to effectively respond to alcohol
14 and drug situations that may occur at school or school-sponsored events; and
- 15 5. Providing notification to parents and students that compliance with this policy is mandatory.

16 Students shall not consume, possess, use, sell, distribute or be under the influence of illegal drugs or alcoholic
17 beverages in school buildings, on school grounds, in school vehicles or buses, or at any school- sponsored
18 activity, function or event whether on or off school grounds.³ This includes but is not limited to abuse of
19 inhalants and prescription drugs.

20 Disciplinary sanctions shall be imposed on students who violate standards of conduct required by this policy.
21 Such sanctions shall be consistent with local, state and federal laws, up to and including suspension/expulsion as
22 well as referral for prosecution.⁴ Completion of an appropriate rehabilitation program may also be
23 recommended.

24 Information about drug and alcohol counseling and rehabilitation programs shall be made available through the
25 school office.
26

Legal References

1. TRR/MS 0520-01-03-.08(2)(d)
2. 20 USCS § 7116; 34 CFR § 86.200.
3. TCA 39-17-417; TCA 39-17-715
4. TCA 49-6-4209; TCA 49-6-3401

Cross References

- Zero Tolerance Offenses 6.309
Suspension/Expulsion/Remand 6.316

Murfreesboro City School Board

Monitoring: Review: Annually, in May	Descriptor Term: Student Solicitations / Promotional Activities	Descriptor Code: 6.701	Issued Date:
		Rescinds: STU 46, BO 32	Issued: 07/01/01

1 SOLICITATIONS

2 Solicitations of funds from students may only be for charitable, cultural and civic organizations.

3 Students are not required to be agents for the distribution of solicitation materials or collection of funds.
4 However, schools should inform and assist students to learn about programs, activities, or information
5 which may be of help or service to them.

6 Before a school can participate in a non-profit campaign, it must receive approval from the Director of
7 Schools/designee. Schools are limited to two non-profit campaigns per school year unless written
8 approval is obtained from the Director of Schools/designee.

9 Participation by employees in United Way is not included as one of the two campaigns.

10 Charitable, cultural, and/or civic organizations must be registered with the Tennessee Secretary of State's
11 office as being eligible to solicit and receive monetary funds.

12 Any commission payable by companies shall be paid in the form of reduced prices to the students or
13 paid into the activity fund of the school for use by the school. No school employee shall personally
14 benefit from any fundraising activity.

15 The principal must obtain written approval from the Director of Schools/designee for all fundraising
16 activities that involve the participation of the general student population in the marketing process of the
17 fundraising effort. All other fundraising activities must have written approval from the principal and
18 comply with all administrative procedures issued by the Director of Schools. The authorization request
19 shall contain the following information: ¹

- 20 1. A list of the proposed fundraising activities;
- 21 2. Purpose of the fundraising activity;
- 22 3. Proposed uses of funds raised;
- 23 4. Expected student involvement in fundraising activity (school-wide or individual class or club);
24 and
- 25 5. Margin of profit and how it is to be paid to the school.

26 PROMOTIONAL ACTIVITIES

27 Promotional activities for any external associations or organizations which involve student participation
28 (poster contests, essay contests, art displays, etc.) shall be subject to the following guidelines so that
29 these activities may be incorporated into the appropriate areas of the curriculum:

- 30 1. All requests for student participation in promotional activities will be submitted in writing to the
31 Director of Schools/designee.
32
- 33 2. The Director's approval or non-approval will occur after consultation with the principals and will
34 take into consideration the request in terms of educational value, public relations, time
35 limitations, demand on teacher and student time, and the number of community activities in
36 which a school has already become involved or to which a commitment has been made.
37
- 38 3. The Director of Schools/designee will provide an answer to the requesting party giving
39 appropriate directions, including which schools plan to participate.

40 This policy has no bearing on School Support Organizations or City Schools Foundation activities.
41 School Support Organizations or City Schools Foundation solicitations are regulated by each
42 organization's Board.

Legal References

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-32

Cross References

Student Activity Funds Management 2.900
Staff Gifts and Solicitations 5.605

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: TRAVEL REGULATIONS	Descriptor No: FM 10	Date Adopted: 4/79
	<i>Reviewed/Revision Adopted:</i> 3/93; 3/01; 11/11	

- 1 The Director of Schools shall set annual travel allocations for staff development purposes within
- 2 approved budget allowances. Any amendment to annual allocations must be initiated by the
- 3 Director of Schools or designee of the Director of Schools, be approved by the Director of
- 4 Schools, and be within the approved budget allowances.
- 5
- 6 Any travel that may be repeated on an annual basis shall be evaluated periodically in terms of its
- 7 value to the school system.

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: A STATEMENT OF HOMEWORK POLICY	Descriptor No: IS 13	Date Adopted: 6/89
	<i>Reviewed/Revision Adopted:</i> 4/01; 2/12	

- 1 Homework shall be assigned to reinforce and strengthen specific areas of instruction and interest.
- 2 It must never be given for punishment. All homework shall be received by the teacher making
- 3 the assignment and academic feedback given for the student's efforts.
- 4
- 5 Homework assignments shall take into consideration individual differences of students such as
- 6 health, home conditions, and educational resources at home. Homework shall not require the use
- 7 of reference materials not readily available in most homes-

MURFREESBORO CITY SCHOOL BOARD POLICY

Descriptor Term: ADOPT-A-SCHOOL PROGRAM	Descriptor No: IS 22	Date Adopted: 2/84
	<i>Reviewed/Revision Adopted:</i> 7/01	

1 The Board endorses the Adopt-A-School program as promoted by the Tennessee Department of
2 Education’s State Advisory Council for Community Education and encourages principals, in
3 cooperation with their faculties, to explore opportunities to establish an Adopt-A-School
4 relationship.

5
6 The Board views the Adopt-A-School concept as a means of achieving community involvement
7 in the City schools—involvement which shall be a partnership between a particular school and
8 an organization of the community. This partnership shall be based on mutual respect, positive
9 interaction, and shared accountability so that set goals may be achieved.

10
11 Once a school and a community organization believe they would mutually benefit by forming a
12 partnership relation, the school principal shall obtain the approval of the Director of Schools.
13 The Director of Schools will inform the Board of school adoptions.



2018 LEA Compliance Report

This Compliance Report is one document used by the Tennessee Department of Education (TDOE) in the annual process of ensuring local education agencies (LEAs) are in compliance with all state laws and State Board of Education (SBE) rules. All LEAs must complete this form, including the Area of Non-Compliance page if applicable, and return it to the TDOE.

RETURN COMPLETED FORM VIA EMAIL TO:

LaQuisha Oliver
Director of School Approval
Tennessee Department of Education
LaQuisha.Oliver@tn.gov

DUE DATE:

November 30, 2018

Please be advised that LEAs are required to comply with all state education laws and SBE rules. The commissioner of education is responsible for ensuring all school laws and SBE rules are faithfully executed and is charged with taking corrective action when an LEA is not in compliance with state education laws and SBE rules and is not following a TDOE approved plan addressing compliance issues. All LEAs should carefully check the status of compliance with all state education laws and SBE rules prior to execution of this Compliance Report. The adherence by LEAs to some laws and rules are monitored through other data sources and all data sources will be considered when the TDOE makes final decisions regarding LEA compliance with laws and rules.

I certify that, except for those items listed in the attached document which includes a compliance plan for each item, the LEA is in compliance with all Tennessee statutes and SBE rules.

Area of Non-Compliance Form is attached: Yes No

LEA Name: _____

Director of Schools Name: _____

Director of Schools Signature: _____

Date of Board Approval: _____

Board Chair Name: _____

Board Chair Signature: _____



For your convenience, the following is a list of helpful links to various state education laws and SBE rules available online.

Public chapters regarding education passed during the 2018 legislative session:

https://www.tn.gov/content/dam/tn/education/legal/legal_legislative_report_2018.pdf

Current and pending SBE rules:

<https://www.tn.gov/sbe/rules--policies-and-guidance.html>

SBE frequently asked questions:

<https://www.tn.gov/sbe/about-us/frequently-asked-questions.html>

Tennessee Code Annotated:

<http://www.lexisnexis.com/hottopics/tncode/>

If you have questions regarding applicable laws or SBE rules, please contact TDOE's General Counsel, Christy Ballard at (615)741-2921.

Areas of Noncompliance Form

AREA(S) OF NONCOMPLIANCE:	PLAN FOR COMPLIANCE:

Dr. Linda Gilbert
Murfreesboro
Director of Schools

Proposed
2017-18
Evaluation Instrument

Appendix A 35%
Appendix B 50%
Appendix C 15%

By:
Tennessee School Boards Association
Dr. Tammy Grissom
525 Brick Church Park Drive
Nashville, TN 37207
800/448-6465

APPENDIX A
Administrators' Perceptions of Director's Performance Objectives

	5- Significantly Above Expectations	4- Above Expectations	3-At Expectations	2- Below Expectations	1 Significantly Below Expectations
1. The director develops clear expectations.					
2. The director models good communication skills.					
3. The director is knowledgeable about the curriculum.					
4. The director ensures that funds are spent wisely.					
5. The director holds me accountable.					
6. The director supports professional growth activities for administrators.					
7. The director maintains positive relationships with administrators.					
8. The director enforces board policy in a fair and consistent manner.					
9. The director ensures the safety of students and school personnel.					
10. The director administers the schools in accordance with state laws.					
11. The director recruits effective employees.					
12. The director takes an active leadership role in instructional improvement.					
13. The director evaluates my performance in a fair and consistent manner.					
14. The director interacts effectively with system employees.					
15. The director is accessible to administrators.					
16. The director develops good staff morale and loyalty to the system.					
17. The director involves administrators as much as possible in decision-making.					
18. The director listens to suggestions from the administrative staff.					
19. The director demonstrates a caring attitude.					

Additional Comments:

APPENDIX B Board Assessment

BOARD RELATIONSHIP	5- Significantly Above Expectations	4- Above Expectations	3-At Expectations	2- Below Expectations	1 Significantly Below Expectations
1. Keeps all board members informed on issues, needs and operation of the school system.					
2. Keeps board informed of employment, promotion, and dismissal of personnel.					
3. Has a harmonious relationship with the board.					
4. Offers professional advice to the board on items requiring board action, with appropriate recommendations based on thorough study and analysis.					
5. Maintains a high degree of understanding and respect between staff and the board.					
6. Is accessible to the Board.					
Total Mean Score for Board Relationships					
COMMUNITY RELATIONSHIPS					
1. Is an effective spokesperson for the school system.					
2. Models the highest professional standards to the community.					
3. Builds public support for the school district.					
4. Develops cooperative relationships with the news media.					
5. Works effectively with public and private agencies.					
Total Mean Score for Community Relationships					
STAFF AND PERSONNEL RELATIONSHIPS					
1. Develops good staff morale and loyalty to the system.					
2. Treats all personnel fairly.					
3. Delegates authority to staff members appropriately.					
4. Recruits and assigns the best available personnel.					
5. Organizes a planned program of staff evaluation.					
6. Finds a good balance between time in the office and time in the schools.					
Total Mean Score for Staff and Personnel Relationships					

	5- Significantly Above Expectations	4- Above Expectations	3-At Expectations	2- Below Expectations	1 Significantly Below Expectations
FACILITIES AND FINANCE					
1. Demonstrates knowledge of school facilities and develops a process that builds support for buildings needs.					
2. Ensures the maintenance of school property and the safety of personnel and property.					
3. Provides accurate and timely reports to the board on the financial condition of the school system.					
4. Ensures that expenditures are within the limits approved by the board.					
5. Evaluates financial needs and makes recommendations for adequate financing.					
Total Mean Score for Facilities and Finance					
VISION					
1. Works effectively with board, staff, and community to develop long-range strategic plans.					
2. Keeps board and community informed of progress towards long-range goals.					
3. Clearly articulates system's vision, mission and priorities to community and media.					
4. Inspires others to achieve the vision of the school system.					
Total Mean Score for Vision					
STUDENT ACHIEVEMENT					
1. Develops, implements, promotes and monitors continuous improvement in student achievement.					
2. Applies effective methods of providing, monitoring, evaluating and reporting student achievement.					
3. Promotes academic rigor and excellence for students.					
4. Maintains a current knowledge of developments in curriculum and instruction.					
5. Reviews, reports and reacts appropriately to state accountability measures.					
Total Mean Score for Student Achievement					

APPENDIX C ANNUAL OBJECTIVES

**Performance Objective:
Improve student achievement and growth.**

Performance Indicators - The performance objective is complete when the Director of Schools reports:	5- Significantly Above Expectations	4- Above Expectations	3-At Expectations	2- Below Expectations	1 Significantly Below Expectations
1. The improvement agenda is clear and data-based.					
2. Staff regularly examine data, set goals, and stay the course or initiate change as necessary.					
3. Resources are clearly aligned with improvement as indicated by personnel, curriculum expenditures, and professional development.					
4. Principals initiate and support instructional improvement as indicated by involvement in the PLC process.					
5. There are high expectations for teachers.					

Additional comments:

we are

Murfreesboro
City Schools

**What Makes Us Different
Is What Makes Us Great**

What Makes Us Different?

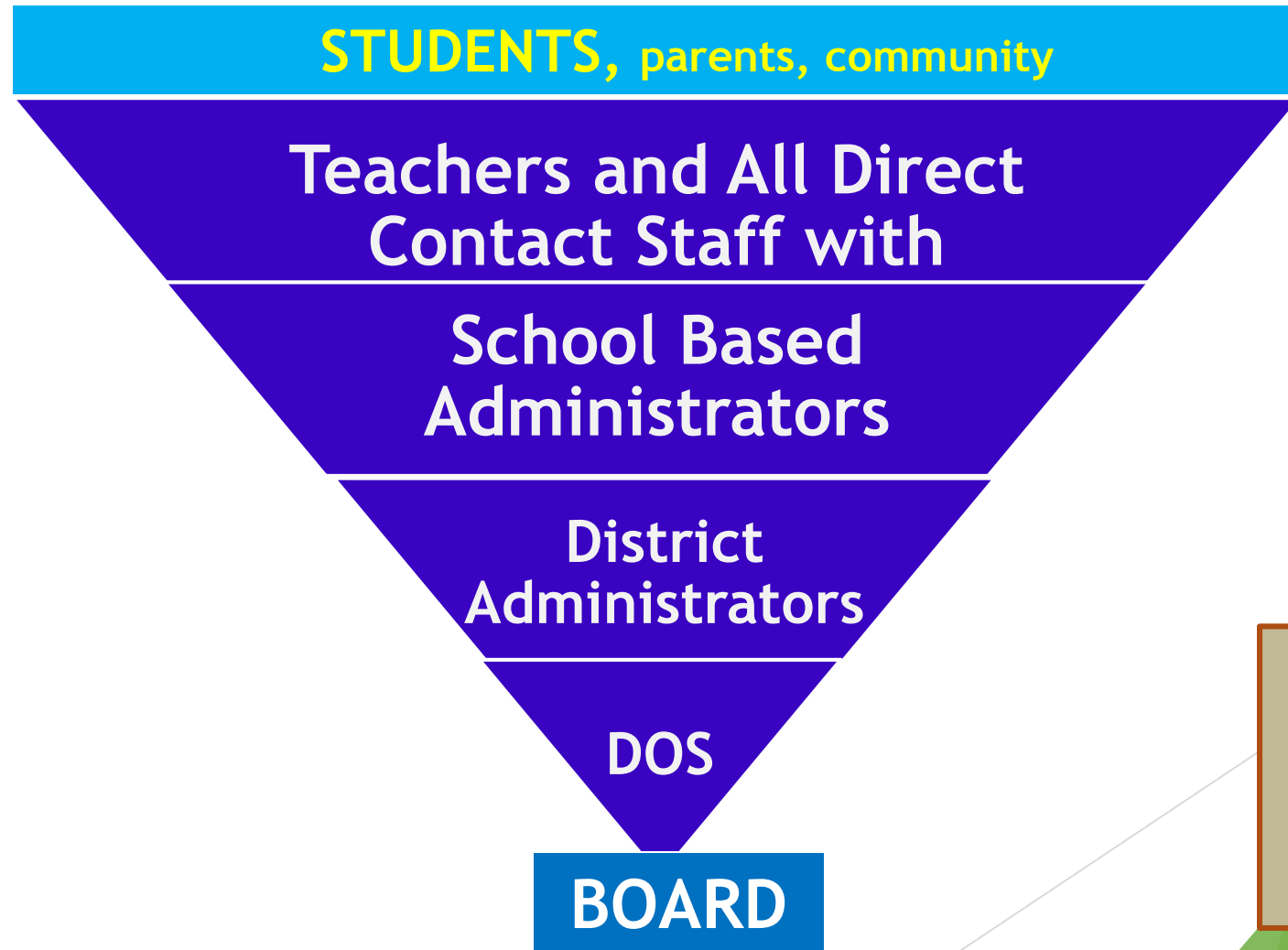
The Way We Approach Our Work



**THE
WHOLE
CHILD**

What Makes Us Different?

How We Do Our Work



**STUDENTS
ARE MOST
IMPORTANT**

What Makes Us Different?

Our Diversity

52.4% White

13.1% Hispanic

31.3% Direct Cert (F&R)

8.0% English Learners

15.7% Students with Disabilities

29.4% African American

4.6% Asian

30 Languages Spoken

117 Homeless



What Makes Us Different?

Our Structure

- **PreK-6th Grade District**—our total focus is on elementary education.
- **Day care accessible for employees (Little Sprouts).**
- **Reaching children--below K and above 6th--before and after school--via integrated preK, preK, BOB the Book Bus, ESP, CHOW, etc.**
- **One of the 25 largest school districts in TN.**
- **Three controlled-choice schools and a school for high achievers.**



What Makes Us Different?

Our Internal and External Partnerships

- **Professional Collaboration**
- **Innovative Approaches That Extend Learning**
- **Community Partnerships**
- **Family Partnerships**
- **Celebrating and Honoring Success**



What Makes Us Different?

Our History

1950s	MN Primary Unit (ungraded)
1970s	Classroom on Wheels, K-8
1980s	Nissan to Smyrna, ESL
1990s	ESP, Year Round and Paedia
2000s	Franklin Heights, Discovery School
2010s	Whole Child

Murfreesboro
City Schools

125 years

What Makes Us Different?

Our Willingness to Share

➤ **The TN DOE/Instruction Partners use MCS as a model for:**

- **RTI—academic intervention**
- **Extended School Program**
- **Energy Efficiency**
- **Leadership**
- **Food Service**
- **STEM**
- **Farm to School**
- **Curriculum Development**
- **PLC Process**
- **RTI²B—behavioral intervention**

Academic and Personal Excellence

2009-2011

2009-2010:

- **School Improvement II**

2010-2011:

School Improvement II Improving

- **Top 20 Districts for Growth**
- **Governor's Visit**
- **Hobgood—Reward School**
- **Straight B's on State Report Card**

Academic and Personal Excellence

2011-2012

- **2 A's and 2 B's on State Report Card**
- **Subgroup In Need of Improvement**
- **Bradley and Discovery—Reward Schools**
- **Discovery National Blue Ribbon**
- **Hobgood—Educators Consumer Foundation Award for Value-Added Achievement**

Academic and Personal Excellence

2012-2013

- **Straight A's on State Report Card**
- **Discovery and Siegel–Reward Schools**
- **TN Teacher of the Year Finalist**
- **Eleanor M. Johnson National Award Recognizing Outstanding Elementary Teacher of Reading and ELA**

Academic and Personal Excellence

2013-2014

- **Straight A's on State Report Card**
- **TN Elem Physical Education Teacher of the Year**
- **Black Fox—Educators Consumer Foundation Award for Value-Added Achievement**
- **Board of Distinction**
- **Shanghai Partnership (DOE, VU, East China Normal)**
- **Titans Teacher of the Year for the 2013 Season**

Academic and Personal Excellence

2014-2015

- **Straight A's on State Report Card**
- **Discovery—Reward School**

Academic and Personal Excellence

2015-2016

- **No Testing**
- **2 Teachers—1st Tennessee STEM Innovative Leaders Institute and cited by the White House**
- **Tennessee Teacher of the Gifted**
- ***Tennessean*: MCS has 4 of 10 most diverse schools**
- **MCS named as 5th best in Tennessee for Teacher Support**
- ***National Public Radio* and *NBC Nightly News* reported on Chow Bus and Hobgood Home Visits**
- **First State Shining Star Award for Nutrition**

Academic and Personal Excellence

2016-2017

- **State Report Card—no academic letter grades**
- **Designated by State as Exemplary (highest classification)**
- **Discovery and Scales—Reward Schools**
- **Siegel students—Henry Ford Innovator Award (top award) at National Invention Convention**
- **Middle TN Grand Division Principal of the Year**
- **Mid-Cumberland School Health Coordinator of the Year**
- **Principal testified to Legislative Committee and Governor regarding *Leader In Me***

Academic and Personal Excellence

2017-2018

- **State Report Card—No Letter Grades; Designated by State as Advancing (2nd highest classification); State listed in Top 10 Districts for Growth (5th) in 6-8 ELA; above state average in Math and ELA.**
- **Finalist for Tennessee Teacher of the Year**
- **9 Schools Cited for RTI²B (behavior) by TN DOE**
- **Scales featured in *Assessing Progress: Four Years of Learnings from RTI² Implementation in Tennessee*.**
- **Overall—1 of 10 Elem Schools--State STEM Designation**
- **Mitchell-Neilson--Lighthouse LIM Status (1 of 352 in world)**

Academic and Personal Excellence

2018-2019

- **Discovery—National Blue Ribbon School**
- **Teacher Named State Finalist for the Presidential Award for Excellence in Mathematics and Science Teaching**
- **Tennessee Superintendent of the Year**
- **Student published in *National Honor Society Watson Anthology* magazine (1 of 43 students in TN)**
- **Student—Children’s State Dinner with Governor for summer reading**
- **2 teachers chosen--TN STEM Innovative Network Rural STEM Collaborative. 2 chosen--TN STEM Innovative Leaders Institute.**
- **TN Dept of Health awarded RC Health Dept the 2017-18 Platinum State Bright Spot Award for Chef Academy (1 of 3 in state)**

How Will We Be Different?

Workforce Skills

SKILLS FOR 2015	SKILLS FOR 2020
Complex Problem Solving	Complex Problem Solving
Coordinating with others	Critical Thinking
People Management	Creativity
Critical Thinking	People Management

How Will We Be Different?

Future Mindsets

- **Open Minded**
- **Willing to Take Risks/Be Innovative**
- **Engineering Process**
- **High Expectations for All Children**
- **Deep Planning**
- **Standards Driven**
- **Connection—across content, grades, people**



How Will We Be Different?

Build on the Current Foundation

- **Success in STEAM schools—student/teacher engagement**
- **Technology and external partnerships are expanding**
- **Past two years working on standards**
- **Some cross-district planning is occurring**
- **Capacity of district personnel**



How Will We Be Different?

What's Next?

- Approach Math, Science, Social Studies as we approached ELA.
- Look at Scope/Sequence (instruction what and when). Be sure based on TN Ready/teacher knowledge of sequence.
- Continue work with Cultural Competency and STEAM (engineering process)—building blocks of future workforce.
- More emphasis on Questioning, Inquiry, Engagement, Writing, Innovative Technology.
- Remember: Knowledge comes with collaborative, productive struggle.

How Will We Be Great?

Grow Our Focus and Core Values

The Whole Child



Truth Trust Open Communication Focus First on Children

Murfreesboro City Schools' Personnel Report

09/08/2018 - 10/16/2018

CLASSIFIED PERSONNEL HIRED

Last Name	First Name	Hire Date	Location	Position
SWADER	KAREN	09/13/2018	MAINTENANCE SHOP	BUS AIDE
AKER	ROSE	09/11/2018	CENTRAL OFFICE	CUSTODIAN
ALI	MAKHI	10/03/2018	BLACK FOX	CUSTODIAN
HOLT	KANNATTRA	10/11/2018	BLACK FOX	CUSTODIAN
JOHNSON	CAMILLE	09/18/2018	CENTRAL OFFICE	CUSTODIAN
LILLARD	TASHAUN	09/12/2018	ERMA SIEGEL	CUSTODIAN
SCRUGGS	JAILIN	09/18/2018	BLACK FOX	CUSTODIAN
POTTS	DAVID	09/21/2018	MAINTENANCE SHOP	MAINTENANCE TECH
MOBLEY	COURTNEY	09/28/2018	NORTHFIELD	MDA

CLASSIFIED TERMINATIONS

Last Name	First Name	Termination Date	Employee Type Description
MOSLEY	TOTRINA	10/08/2018	BUS
JACKSON	CHERYL	09/14/2018	EDUC ASSISTANT
COOK	KEDAR	10/10/2018	MAINT
HONEYMAN	LESLIE	9/28/2018	ESP SITE DIRECTOR
WHITSITT	KRISTOL	9/21/2018	SPED EDUCATIONAL ASST

CERTIFIED PERSONNEL HIRED

NONE

CERTIFIED PERSONNEL RESIGNATIONS / RETIREMENTS/ TERMS

Last Name	First Name	Termination Date	Position Building	Position	Tenure Y/N
COLE	COURTNEY	09/11/2018	BRADLEY	ESL TEACHER	N

CERTIFIED INTERIM PERSONNEL HIRED

Last Name	First Name	Hire Date	Location	Position
HOUSLEY	LORI	09/20/2018	BRADLEY	INTERIM ESL
PATTERSON	TRACEY	10/8/2018	OVERALL CREEK	INTERIM GRADE 1

PTR Worksheet 2018-2019 End of Second Period (181008)

SCHOOL	Pre - K			Kindergarten			1st Grade			2nd Grade			3rd Grade			Total	Total	K-3 PTR	4th Grade			5th Grade			6th Grade			Total	Total	4-6 PTR	Total Students	
	P	#	PTR	P	#	PTR	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	Total w/o Pre-K	Building Total
DISCOVERY				60	3	20.00	61	3	20.33	60	3	20.00	62	3	20.67	243	12	20.25	64	3	21.33	66	3	22.00	19	1	19.00	149	7	21.29	392	392
BLACK FOX	39	2	19.5	102	6	17.00	109	6	18.17	109	5	21.80	133	6	22.17	453	23	19.70	110	6	18.33	124	5	24.80	107	5	21.40	341	16	21.31	794	886
	16	2	8																						27	2	13.50	27				
BRADLEY				51	3	17.00	52	3	17.33	50	3	16.67	66	4	16.50	219	13	16.85	62	3	20.67	54	3	18.00	45	2	22.50	161	8	20.13	380	380
CASON LANE	40	2	20	120	6	20.00	127	6	21.17	115	6	19.17	123	6	20.50	485	24	20.21	131	7	18.71	135	6	22.50	72	3	24.00	338	16	21.13	823	919
	15	2	7.5																						31	3	10.33	30				
ERMA SIEGEL	10			94	5	18.80	105	5	21.00	112	6	18.67	124	6	20.67	435	22	19.77	126	6	21.00	133	6	22.17	19	1	19.00	278	13	21.38	713	760
	16	2	8													4	1	4.00							17	3	5.67	21				
HOBGOOD	60	3	20	116	6	19.33	106	6	17.67	104	5	20.80	81	4	20.25	407	21	19.38	98	5	19.60	107	5	21.40	76	4	19.00	281	14	20.07	688	748
MITCHELL-NEILSON	40	2	20	106	6	17.67	116	6	19.33	101	5	20.20	99	5	19.80	422	22	19.18	91	4	22.75	91	4	22.75	72	3	24.00	254	11	23.09	676	733
																9	1	9.00							8	2	4.00	17				
NORTHFIELD	40	2	20	98	5	19.60	84	4	21.00	79	4	19.75	92	5	18.40	353	18	19.61	94	4	23.50	98	4	24.50	35	2	17.50	227	10	22.70	580	711
	30	3	10																						45	5	9.00	45				
OVERALL				177	9	19.67	164	8	20.50	169	9	18.78	187	9	20.78	697	35	19.91	185	8	23.13	156	8	19.50	44	2	22.00	385	18	21.39	1082	1082
REEVES-ROGERS				71	4	17.75	57	3	19.00	67	4	16.75	54	3	18.00	249	14	17.79	55	3	18.33	66	3	22.00	47	2	23.50	168	8	21.00	417	417
PITTARD				114	6	19.00	117	6	19.50	95	5	19.00	98	5	19.60	424	22	19.27	110	6	18.33	128	6	21.33	64	3	21.33	302	15	20.13	726	767
																									41	4	10.25	41				
SCALES	14	2	7	159	8	19.88	165	8	20.63	153	8	19.13	152	8	19.00	629	32	19.66	143	7	20.43	147	7	21.00	82	4	20.50	372	18	20.67	1001	1054
OFF SITE PRE-K																																
Oakland Court	40	2	20	1268	67	18.93	1263	64	19.73	1214	63	19.27	1271	64	19.86				1269	62	20.47	1305	60	21.75	682	32	21.31					
Mercury Court	40	2	20																													
TOTAL OFF SITE	80	4	20																													
PRE-K SUBTOTALS																																
Pre-K Peer Models	56																															
Pre-K Regular Ed	299	15	19.9																													
Pre-K Special Ed	91	11	8.27																													
PRE-K TOTALS	446	26	17.2																													

AVERAGE ATTENDANCE PERCENTAGE 96 %	REGULAR EDUCATION PTR			Students	Teachers	PTR
	Kindergarten thru Third Grade	→	5016	258	19.44	
	Fourth Grade thru Sixth Grade	→	3256	154	21.14	
	District Totals	→	8272	412	20.08	

GROWTH OVER LAST YEAR	
End of 2017-2018	→ 8855
Growth from 17-18 to 18-19	→ 73

REGULAR ED SUB TOTAL	8272
SPED K-6 CDC, BEST, DEAF	210
SPECIAL ED PRE-K	91
TOTAL BEP FUNDED	8482
TOTAL ALL OTHER PRE-K	355
DISTRICT TOTAL STUDENTS	8928

COMPARISON OF BUDGET TOTALS
July 1, 2018 Through September 30, 2018

TOTAL INCOME	7/1/18 - 9/30/18	\$	12,675,165
TOTAL EXPENSES	7/1/18 - 9/30/18		<u>14,999,224</u>
NET INCOME	9/30/18	\$	<u><u>(2,324,059)</u></u>

YEAR-TO-DATE REVENUE COMPARISON

SEPTEMBER 2018

PAGE 1

	BUDGET CLASS.	2017-18 BUDGET	2017-18 YTD REV.	2017-18 OVR/(UNDR) BUDGET	2017-18 %	2018-19 BUDGET	2018-19 YTD REV.	2018-19 OVR/(UNDR) BUDGET	2018-19 %
1	40110-Current Prop. Tax	\$13,523,000.00	285.00	(13,522,715)	0.0%	\$13,972,500.00	385	\$ (13,972,115)	0.0%
2	40210-Local Option Sales Tax	10,968,000	864,829	(10,103,171)	7.9%	10,980,000	1,888,039	(9,091,961)	17.2%
3	40000-41110-Other County Rev	1,773,000	289,483	(1,483,517)	16.3%	1,736,000	287,166	(1,448,834)	16.5%
4	44000-Other Local Revenue	515,750	72,140	(443,610)	14.0%	582,750	160,294	(422,456)	27.5%
5	46511-Basic Educ. Program	40,843,453	8,127,200	(32,716,253)	19.9%	44,430,513	8,683,800	(35,746,713)	19.5%
6	46512-BEP ARRA	-	-	-	N/A	-	-	-	N/A
7	46530-Energy Efficient Sch	-	-	-	N/A	-	-	-	N/A
8	46615-Ext. Contract-ARRA	-	-	-	N/A	-	-	-	N/A
9	46990-Other State Funds	337,100	7,528	(329,572)	2.2%	650,190	9,205	(640,985)	1.4%
10	46592-CONNECT TEN ARRA	-	-	-	N/A	-	-	-	N/A
11	46595-Family Resource ARRA	-	-	-	N/A	-	-	-	N/A
12	46595-SSMS ARRA	-	-	-	N/A	-	-	-	N/A
13	47000- Federal Funds	45,000	-	(45,000)	0.0%	24,325	-	(24,325)	0.0%
14	49810-Approp./City Gen. Fund	5,310,103	1,327,526	(3,982,577)	25.0%	6,585,103	1,646,276	(4,938,827)	25.0%
15	49820-Operating Transfers	-	-	-	N/A	-	-	-	N/A
	TOTALS	\$ 73,315,406	\$10,688,991	\$ (62,626,415)	14.6%	\$78,961,381.00	\$ 12,675,165	\$ (66,286,216)	16.1%

YEAR-TO-DATE EXPENDITURE COMPARISON

SEPTEMBER 2018

PAGE 1

	2017-18 BUDGET	2017-18 YTD EXP.	2017-18 OVR/(UNDR) BUDGET	2017-18 %	2018-19 BUDGET	2018-19 YTD EXP.	2018-19 OVR/(UNDR) BUDGET	2018-19 %
1 71100-Reg. Instruction	41,477,278	7,620,891	\$ (33,856,387)	18.4%	42,911,896	7,661,952	\$ (35,249,944)	17.9%
2 71200-Sp. Ed. Instr.	7,644,423	1,251,496	(6,392,927)	16.4%	7,888,139	1,300,982	(6,587,157)	16.5%
3 71400-Student Body Ed.	38,706	11,689	(27,017)	30.2%	40,000	7,689	(32,311)	19.2%
4 72110-Attendance	152,743	40,335	(112,408)	26.4%	152,854	42,346	(110,508)	27.7%
5 72120-Health Services	730,446	128,541	(601,905)	17.6%	768,990	146,138	(622,852)	19.0%
6 72130-Guidance	1,998,065	393,841	(1,604,224)	19.7%	2,393,876	469,665	(1,924,211)	19.6%
7 72210-Reg. Instr. Spprt.	2,251,653	479,939	(1,771,714)	21.3%	2,026,910	428,906	(1,598,004)	21.2%
8 72220-Sp. Ed. Support	1,625,873	274,050	(1,351,823)	16.9%	1,559,456	295,151	(1,264,305)	18.9%
9 72250-Technology	1,435,989	449,176	(986,813)	31.3%	1,620,382	503,476	(1,116,906)	31.1%
10 72310-Bd. Of Educ.	1,109,057	25,480	(1,083,577)	2.3%	1,706,403	553,132	(1,153,271)	32.4%
11 72320-Office of Supt.	324,923	73,749	(251,174)	22.7%	369,519	85,467	(284,052)	23.1%
12 72410-Office of Prin.	4,170,150	859,508	(3,310,642)	20.6%	4,329,922	866,798	(3,463,124)	20.0%
13 72510-Fiscal Services	538,980	158,757	(380,223)	29.5%	555,488	175,623	(379,865)	31.6%
14 72520-Personnel Services	372,495	106,509	(265,986)	28.6%	415,523	113,587	(301,936)	27.3%
15 72610-Oper. Of Plant	5,827,275	998,937	(4,828,338)	17.1%	5,823,596	1,044,631	(4,778,965)	17.9%
16 72620-Maint. Of Plant	2,254,631	335,198	(1,919,433)	14.9%	2,448,445	422,605	(2,025,840)	17.3%
17 72710-Pupil Transp.	2,865,694	443,608	(2,422,086)	15.5%	2,896,934	453,069	(2,443,865)	15.6%
18 73300-Community Servic	506,730	105,048	(401,682)	20.7%	514,247	104,694	(409,553)	20.4%
19 73400-Early Childhood Educ	89,500	7,966	(81,534)	8.9%	16,500	245	(16,255)	1.5%
20 76100-Reg. Cap. Outlay	747,824	179,034	(568,790)	23.9%	607,034	227,128	(379,906)	37.4%
21 99100-Operating Transfers	822,909	95,940	(726,969)	5.0%	860,431	95,940	(764,491)	11.2%
TOTALS	76,985,344	14,039,692	\$ (62,945,652)	18.2%	79,906,545	14,999,224	\$ (64,907,321)	18.8%