

**Board of Education Regular Meeting**

January 19, 2021 6:00 PM

City Hall Council Chambers

<b>I. CALL TO ORDER</b> Procedural Item	Chair Butch Campbell
A. Pledge of Allegiance Procedural Item	
B. Moment of Silence Procedural Item	
<b>II. APPROVAL OF AGENDA</b> Action Item	Chair Butch Campbell
<b>III. COMMUNICATIONS</b> Information Item	Mrs. Lisa Trail
<b>IV. CONSENT ITEMS</b> Consent Agenda	Chair Butch Campbell
A. Approval of 12-8-20 Board Minutes Consent Item	
B. Second Reading of Board Policies Consent Item	
i. Approval of Board Policy 4.400 Instructional Materials on Second Reading Action Item	
ii. Approval of Board Policy 6.303 Interrogations and Searches on Second Reading Action Item	
iii. Approval of Board Policy 6.405 Medicines on Second Reading Action Item	
<b>V. ACTION ITEMS</b> Action Item	Chair Butch Campbell
A. Proposed 2021-2022 School Calendar Action Item	Mr. Ralph Ringstaff
B. Approval of Budget Amendments Action Item	Mr. Michael Smith
<b>VI. REPORTS AND INFORMATION</b> Information Item	Chair Butch Campbell
A. Enrollment (PTR) Report Information Item	Mr. Joe Marlin
B. FY2020 Audit Report Information Item	Mr. Michael Smith
C. Revenue and Expenditure Report for November Information Item	Mr. Michael Smith
D. Personnel Report Information Item	Mr. Ralph Ringstaff
E. Summer School Update Information Item	Mr. Ralph Ringstaff
<b>VII. OTHER BUSINESS</b> Information Item	Chair Butch Campbell
A. Discussion of Director of Schools' Position Procedural Item	Chair Butch Campbell
<b>VIII. ADJOURNMENT</b> Action Item	Chair Butch Campbell



**MINUTES**

**Board of Education Regular Meeting**

December 8, 2020 6:00 PM

City Hall Council Chambers

<p><b>I. CALL TO ORDER</b> Procedural Item In attendance: Chair Butch Campbell, Vice Chair David Settles, Wes Ballard, Roseann Barton, Amanda Moore, Becky Goff and Jimmy Richardson.</p> <p>Staff: Ralph Ringstaff, Michael Smith, Joe Marlin, Angela Fairchild, Trey Duke, Cherrye Robertson, Tammy Garrett, Greg Lyles, Sandy Scheele, Lisa Trail, Sara Walker, and Kimberly Osborne.</p> <p>Assistant City Attorney Elizabeth Taylor and City Liaison Bill Shacklett</p>	Chair Butch Campbell
<p>A. Pledge of Allegiance Procedural Item The Pledge of Allegiance was led by Board member Amanda Moore.</p>	
<p>B. Moment of Silence Procedural Item</p>	
<p><b>II. APPROVAL OF AGENDA</b> Action Item Motion to approve the agenda. This motion, made by Jimmy Richardson III and seconded by Ms. Becky Goff, passed. (7-0)</p>	Chair Butch Campbell
<p><b>III. COMMUNICATIONS</b> Information Item Murfreesboro City Schools Community Outreach would like to thank Amazon in partnership with Feed The Children for providing food and hygiene boxes to 300 Mitchell-Neilson families. We would also like to thank A.J. Nelson, former MCS student, for donating 1,000 face masks for students across the district which was a part of his Eagle Scout Project.</p> <p>Thank you to North Boulevard Youth Group for hosting a holiday celebration for over 400 of our students.</p> <p>Excellence in Education is being moved to the Spring and will be an outdoor event this year.</p> <p>The City Schools Foundation will provide teacher grants again this year. The Foundation received 67 grant requests totally over \$200,000 this year.</p> <p>Mitchell-Neilson Schools would like to thank the generous folks at Tasty Table for donating breakfast to the Primary campus!</p> <p>Mitchell-Neilson Primary would like to thank James Vanderbloom, MCS Bus Driver 567 for donating hats and gloves to our Leaders!</p>	Mrs. Lisa Trail
<p>A. Presentation of Top Candidates for Director of Schools- Dr. Tammy Grissom Information Item Dr. Tammy Grissom presented the top five candidates for Director of Schools. They include Trey Duke, Dr. Tammy Garrett, Dr. Christina Harris, Dr. Kimberly Osborne, and Dr. Christopher Treadway. She supplied the Board with a notebook that included the top five</p>	Chair Butch Campbell

<p>applications and resumes', interview questions, and a sample interview schedule.</p> <p>Chair Campbell and Vice-Chair David Settles thanked Dr. Grissom for her work and patience in this search process.</p> <p>Interviews are scheduled for each day during the week of January 11-15.</p> <p>Motion to accept the top five candidates for Director of Schools.. This motion, made by Ms. Roseann Barton and seconded by Mr. David Settles, passed. (7-0)</p>	
<p><b>IV. CONSENT ITEMS</b></p> <p>Consent Agenda</p> <p>Motion to approve consent agenda. This motion, made by Ms. Amanda Moore and seconded by Ms. Becky Goff, passed. (7-0)</p>	Chair Butch Campbell
<p>A. Approval of 11-10-20 Board Minutes</p> <p>Consent Item</p>	
<p>B. Minor Change to Board Policy</p> <p>Consent Item</p>	
<p>i. Approval of Board Policy 1.106 Code of Ethics</p> <p>Action Item</p>	
<p>ii. Approval of Board Policy 1.901 Charter School Applications</p> <p>Action Item</p>	
<p>iii. Approval of Board Policy 4.701 Maintaining Test and Data Security</p> <p>Action Item</p>	
<p>C. Second Reading of Board Policies</p> <p>Consent Item</p>	
<p>i. Approval of Board Policy 4.302 Field Trips/Excursions/Competitions on Second Reading</p> <p>Action Item</p>	
<p><b>V. ACTION ITEMS</b></p> <p>Action Item</p>	Chair Butch Campbell
<p>A. Approval of Board Policy 4.400 Instructional Materials on First Reading</p> <p>Action Item</p> <p>There was much discussion regarding the policy. Vice-Chair Settles asked that line 15 be changed to read "property of Murfreesboro City Schools," not property of the board.</p> <p>Motion to approve Board Policy 4.400 Instructional Materials on first reading.. This motion, made by Mr. David Settles and seconded by Mr. Wesley Ballard, passed. (7-0)</p>	Ms. Elizabeth Taylor
<p>B. Approval of Board Policy 6.303 Interrogations and Searches on First Reading</p> <p>Action Item</p> <p>On second reading, Ms. Taylor will clarify line 2 regarding suspensions.</p> <p>Motion to approve Board Policy 6.303 Interrogations and Searches on first reading.. This motion, made by Ms. Roseann Barton and seconded by Jimmy Richardson III, passed. (7-0)</p>	Ms. Elizabeth Taylor
<p>C. Approval of Board Policy 6.405 Medicines on First Reading</p> <p>Action Item</p> <p>Motion to approve Board Policy 6.405 Medicines on first reading.. This motion, made by Jimmy Richardson III and seconded by Ms. Amanda Moore, passed. (7-0)</p>	Ms. Elizabeth Taylor
<p>D. Approval of Surety Bond for Finance Director, Mr. Michael Smith</p> <p>Action Item</p> <p>Motion to approve the surety bond for Michael Smith. This motion, made by Ms. Amanda Moore and seconded by Ms. Becky Goff, passed. (7-0)</p>	Mr. Ralph Ringstaff

<p>E. Approval of Additional Asynchronous Days Action Item</p> <p>Mr. Ringstaff explained the difference between synchronous and asynchronous days. He explained that our COVID numbers have been higher than expected lately. He explained to the Board that he was requesting two additional asynchronous days, one on January 27 and one on February 24. He was hoping that would help alleviate the high number of COVID cases.</p> <p>After the board packet was posted, Mr. Ringstaff made the decision to ask for approval of the week of December 14-December 18 to also be asynchronous days. The reason for this request was to reduce the possibility of students being quarantined during the winter break. He explained that the reason for not making that week a distance learning week was that our system is at a 2-1 computer ratio. Along with the fact that about 3000 of our students do not have internet access. With asynchronous learning days, teachers provide work to be sent home with students to be done during the asynchronous days.</p> <p>Mr. Ringstaff added that we hope to have more computers in by January or February.</p> <p>ESP will still be offered on asynchronous days from 6 a.m. to 6 p.m.</p> <p>Motion to approve additional asynchronous learning days. This motion, made by Jimmy Richardson III and seconded by Ms. Becky Goff, passed. (7-0)</p>	<p>Mr. Ralph Ringstaff</p>
<p>F. Approval of Critical Infrastructure Designation Action Item</p> <p>Mr. Ringstaff included in the board packet to all board members information provided by the Department of Education and the Department of Health about a school district becoming a Critical Infrastructure Designation. Mr. Ringstaff described what is required and allowed when becoming a Critical Infrastructure Designation. He then requested approval that school nurses and the nutrition staff be considered critical infrastructure employees.</p> <p>Motion to approve the critical infrastructure designation. This motion, made by Mr. David Settles and seconded by Jimmy Richardson III, passed. (7-0)</p>	<p>Mr. Ralph Ringstaff</p>
<p>G. Approval of Budget Amendments/Transfers Action Item</p> <p>Motion to approve the budget amendments and transfers. This motion, made by Ms. Roseann Barton and seconded by Jimmy Richardson III, passed. (7-0)</p>	<p>Mr. Michael Smith</p>
<p>H. Approval of Finals site Proposal and Budget Transfer Action Item</p> <p>Motion to approve the Finals site Proposal for the MCS website. This motion, made by Mr. David Settles and seconded by Ms. Becky Goff, passed. (7-0)</p>	<p>Mr. Michael Smith</p>
<p><b>VI. REPORTS AND INFORMATION</b> Information Item</p>	<p>Chair Butch Campbell</p>
<p>A. Enrollment (PTR) Report Information Item</p>	<p>Mr. Joe Marlin</p>
<p>B. Revenue and Expenditure Report for October Information Item</p>	<p>Mr. Michael Smith</p>
<p>C. Personnel Report Information Item</p>	<p>Mr. Ralph Ringstaff</p>
<p>D. School Closure Criteria Information Item</p> <p>Mr. Ringstaff explained to the Board the process for deciding when a school needed to be closed during the pandemic. He said that several surrounding systems were having to close due</p>	<p>Mr. Ralph Ringstaff</p>

<p>to staff being quarantined and not having enough substitutes, but we are not at that point.</p> <p>The Board thanked Mr. Ringstaff and his administration team for their hard work to keep things running as smoothly as possible during this time.</p>	
<p><b>VII. OTHER BUSINESS</b> Information Item</p>	Chair Butch Campbell
<p><b>VIII. ADJOURNMENT</b> Action Item The meeting adjourned at 7:34 p.m. Motion to adjourn. This motion, made by Jimmy Richardson III and seconded by Mr. Wesley Ballard, passed. (7-0)</p>	Chair Butch Campbell

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Interim Director of Schools

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Instructional Materials</b>	Descriptor Code: <b>4.400</b>	Issued Date: <b>08/27/19</b>
		Rescinds: <b>STU 41, IS 5</b>	Issued:

## 1 *General*

2 All classrooms and learning centers shall be equipped with the instructional materials needed to provide  
3 quality learning experiences for students.

4 The Board seeks to provide a wide range of instructional materials that cover all levels of difficulty,  
5 generate critical thinking, and support the educational programs.

6 The Director of Schools shall develop procedures to review and reconsider instructional materials that  
7 are allegedly inappropriate.

8

## 9 **SELECTION<sup>1</sup>**

10 The responsibility to select textbooks and instructional materials, as recommended by the State Textbook  
Commission, rests with the local textbook selection committees, subject to approval by the Board. Use of  
textbooks and instructional materials not on the list approved by the State Textbook Commission is  
permissible if the Board submits a waiver to the State Board of Education and such waiver is approved.

11 The Director of Schools shall establish a procedure for providing citizens of the community with an  
opportunity to examine proposed textbooks and instructional materials prior to their final adoption,<sup>2</sup>  
including public notice of the time and location at which textbooks and instructional materials may be  
examined. Once approved by the Board, the Director of Schools shall post the list of all approved textbooks  
and instructional materials on the school district's website and send a copy of the list to the Commissioner  
of Education.<sup>1</sup>

## 12 **DISTRIBUTION**

13 The Director of Schools shall designate an employee to be responsible for the purchase and distribution of  
textbooks and instructional materials in each school. Students shall receive these items at no cost.

## 14 **CARE OF TEXTBOOKS AND INSTRUCTIONAL MATERIALS<sup>3</sup>**

15 Textbooks and instructional materials are property of the ~~Board~~ Murfreesboro City Schools and shall be  
returned at the end of the school year, upon completion of the course, or upon withdrawal from a course or  
school. Parent(s)/guardian(s) are to sign an agreement stating they shall be responsible for the textbooks and  
instructional materials received and used by their children. The Director of Schools shall be responsible for  
developing an administrative procedure regarding the replacement of lost or damaged textbooks and  
instructional materials.

## 16 **REVIEW OF MATERIALS**

17 A list of instructional materials shall be revised annually by building administrators under the direction  
18 of the Director of Schools.

19 Upon request, parent(s)/guardian(s) shall have the ability to inspect the following items:

20 1. Instructional materials;

- 13  
14 2. Teaching materials/ aids;  
15  
16 3. Handouts; and  
17  
18 4. Tests that are developed by and graded by their child’s teacher.

**19 PROCEDURE FOR FILING AND PROCESSING THE FORM “CITIZENS REQUEST FOR  
20 RECONSIDERATION OF INSTRUCTIONAL MATERIALS”**

- 21 1. The complainant will file the complaint form with the office of the Director of Schools  
22 2. The materials in question will be reviewed by a media review committee appointed by the  
23 Director of Schools composed of the following:  
24 • Director of Curriculum and Instruction, Chair (responsible for record-keeping)  
25 • Principal of school involved  
26 • School library media specialist  
27 • Teacher representing school and subject area involved  
28 • Lay person (example: PTO officer from school where complaint originated)
- 29 3. The Committee will consider the material with specific objections in mind and a report will be  
30 filed with the Director of Schools describing the review process and stating the  
31 recommendations of the committee.  
32 4. If the matter was not resolved through the review committee process, the Director of Schools  
33 will submit the report to the Board of Education for final action.

34 The Board of Education will report its decision to the complainant and to each school in the system.

35 Any material that has been through the review process within the past three (3) years will not be  
36 reconsidered. The earlier committee action will stand.

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Legal References

1. TCA 49-6-2207(c), (e), (f); TCA 49-6-2202(d);  
TRR/MS 0520-01-18-.02
2. 20 USCA § 1232h(a); TCA 49-6-7003
3. TCA 49-3-310(1)(B); TRR/MS 0520-01-02-.16(2)

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Cross References

- Surplus Property Sales 2.403  
Student Fees and Fines 6.709

<b>Murfreesboro City School Board</b>			
Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Interrogations and Searches</b>	Descriptor Code: <b>6.303</b>	Issued Date: <b>4/28/20 08/27/19</b>
		Rescinds: <b>STU 21; STU 28</b>	Issued: <b>06/01/12</b>

## INTERROGATIONS BY SCHOOL PERSONNEL

Students may be questioned by teachers or principals about any matter pertaining to the operation of a school and/or the

enforcement of its rules. Questioning must be conducted discreetly and under circumstances which will avoid unnecessary embarrassment to the student. Any student who is suspected or accused of misconduct and answering answers falsely or evasively, or refusing-refuses to answer a question regarding his or her misconduct may be subject to disciplinary action, up to and including suspension.

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

## INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)

If the principal has requested assistance by law enforcement to investigate a crime involving the school, the police may interrogate a student suspect in school during school hours. The principal shall first attempt to notify the parent(s)/guardian(s) of the student unless circumstances require otherwise. However, the interrogation may proceed without the attendance of the parent(s)/guardian(s), and the principal or his/her designee shall be present during the interrogation. The use of policewomen or female staff members is desirable in the interrogation of female students.

## POLICE-INITIATED INTERROGATIONS

If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated crimes committed outside of school hours, the police department shall first contact the principal regarding the planned interrogation and inform the principal of the probable cause to investigate. "In the exercise of the duty to supervise the operation of the school, a principal has discretion in deciding whether to allow the interrogation on school property, unless immediate police access to the student is required by law, court order, warrant, or an exigent circumstance justifying dispensation with the requirement to obtain a warrant."<sup>1</sup> The principal shall make reasonable effort to notify the parent(s)/guardian(s) or legal custodians of the interrogation unless circumstances require otherwise. The questioning may proceed without attendance of the parent(s)/guardian(s) or legal custodians if permission to do so has been given by the parent(s)/guardian(s) or legal custodians of the student; however, the principal or his/her designee shall be present during the interrogation.

The use of policewomen or female staff members is desirable in the interrogation of female students.

## SEARCHES BY SCHOOL PERSONNEL

Any principal or principal's designee, having reasonable suspicion may search any student, place, or thing on school property or in the actual or constructive possession of any student during any organized school activity off campus, including buses, vehicles of students or visitors (Notice shall be posted in the school parking lot that vehicles parked on school property by students or visitors are subject to search for drugs, drug paraphernalia, or dangerous weapons), and containers or packages if the principal receives information which would cause a reasonable belief that the search will lead to the discovery of:

1. Evidence of any violation of the law;
2. Evidence of any violation of school rules or regulations or proper standards of student or faculty conduct;
3. Any object or substance which, because of its presence, presents an immediate danger or harm or illness to any person.

The search must be authorized by the principal, and that authority may not be delegated to a school employee.<sup>2</sup>

A student using a locker that is the property of the school system has a very low expectation of privacy in an assigned school locker and its contents.<sup>1</sup> All lockers or other storage areas provided for student use on school premises remain the property of the school system and are provided for the use of students subject to inspection, access for maintenance, and search. Notice shall be posted in each school that lockers and other storage areas are school property and are subject to search.

A student may be subject to physical search or a student's pocket, purse, or other container may be required to be emptied because of the results of a locker search or because of information received from a teacher, staff member, or other student if such action is reasonable to the principal. All of the following standards of reasonableness shall be met:

1. A particular student is reasonably believed to have violated policy;
2. The search could be expected to yield evidence of the violation of school policy or disclosure of a dangerous weapon or drug;
3. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision, and education of students;
4. The primary purpose of the search is not to collect evidence for a criminal prosecution; and
5. The search shall be reasonable, related to the objectives of the search, and not excessively intrusive in light of the age and sex of the student, as well as the nature of the infraction alleged to have been committed.

School officials may conduct hand-held or walk-through metal detector checks of a student's person or personal effects. Anything found in the course of the search conducted in accordance with this policy which is evidence of a violation of the law or a violation of student conduct standards may be:

1. Seized and admitted as evidence in any hearing, trial, suspension or dismissal proceeding. It should be tagged for identification at the time it is seized and kept in a secure place by the principal or the principal's designee until it is

presented at the hearing. At the discretion of the principal, the items seized may be returned to the parent or guardian of a student or, if it has no significant value, the item may be destroyed but only with the express written permission of the Director of Schools.

2. Any seized item may be turned over to any law enforcement officer. Any dangerous weapon or drug as defined in TCA 49-6-4202 shall immediately be turned over to an appropriate law enforcement official.<sup>3</sup>

If the principal has received reliable information which the principal believes to be true that evidence of a crime or of stolen goods, not involving school property of members of the school staff or student body, is located on school property and that any search for such evidence or goods would be unrelated to school discipline or to the health and safety of a student or the student body, the principal or designee shall request police assistance.

Whenever the possibility of uncovering evidence of a criminal nature exists, the principal or designee may request the assistance of a law enforcement officer.

In order to ensure a safe and secure learning environment, the Director of Schools shall develop procedures regarding the searching of students, lockers, vehicles, and containers which are consistent with state law and regulations. The Director shall develop additional procedures to ensure compliance with all of the provisions of the School Security Act of 1981.<sup>4</sup>

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Legal References

1. Tenn. Op. Att'y Gen. No. 14-21
2. TCA 49-6- 4204(a)
3. TCA49-6-4210, 39-17- 418, 39-17-1309
4. TCA 49-6-4201 to 4218

Cross References

- Procedural Due Process 6.302  
Child Abuse and Neglect 6.409

# Murfreesboro City School Board

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Medicines</b>	Descriptor Code: <b>6.405</b>	Issued Date: <b>4/28/20</b> <b>03/12/19</b> <b>01/29/19</b>
		Rescinds: <b>STU 11</b>	Issued: <b>07/01/10</b>

1 If under exceptional circumstances a child is required to take non-prescription or prescription medication  
2 during school hours and the parent cannot be at school to administer the medication, only the principal  
3 or the principal's designee will assist in self-administration of the medication if the student is competent  
4 to self-administer medicine with assistance in compliance with the following regulations:<sup>1</sup>

5 Prescription medication must be brought to school in the original, pharmacy labeled container that  
6 displays:

- 7 1. The child's name;
- 8 2. The prescription number;
- 9 3. Medication name and dosage;
- 10 4. Administration route or other directions;
- 11 5. Date;
- 12 6. Licensed prescriber's name; and
- 13 7. Pharmacy name, address, and phone number.

14  
15 All non-prescription drugs given in school shall be brought to school with the original label listing the  
16 ingredients, dose schedule, and child's name affixed to the container; and be accompanied by written  
instruction, signed by the parent, and will include:

- 17 1. Child's name;
- 18 2. Name, address, and phone number of the parent or legal guardian;
- 19 3. Name of medication;
- 20 4. Name of physician;
- 21 5. Time to be self-administered;
- 22 6. Dosage and directions for self-administration;
- 23 7. Possible side effects, if known;
- 24 8. Reason medication is needed; and,
- 25 9. Termination date for self-administration of the medication.

26 The medication must be delivered to the nurse's clinic or front office in person by the parent or guardian  
27 of the student. Emergency medication may be kept with the student (i.e. students with asthma), provided  
28 a doctor's note indicates the need for the student's immediate access to the medication.

29  
30 **Students with asthma shall be permitted to self-administer prescribed, metered dosage asthma-reliever  
inhalers if the additional information is provided by a parent/guardian:**

31

1. **Written statement from the prescribing health care practitioner that the student suffers from  
asthma and has been instructed in self-administration; and**

## 2. Purpose of the medication.

32

33 Volunteer personnel, trained by a registered nurse, may administer glucagon in emergency situations to  
34 a student based on that student's Individual Health Plan (IHP). However, if a public-school nurse is  
35 available and on site, the nurse shall provide this service to the student.

36 The administrator/designee will:

- 37 1. Inform appropriate school personnel of the medication to be self-administered;
- 38 2. Keep written instructions from parent in student's record;
- 39 3. Keep an accurate record of the self-administration of the medication;
- 40 4. Keep all medication in a secure, separate, locked cabinet except emergency medication and  
41 medication retained by a student per physician's order.
- 42 5. Keep all emergency medication in an unlocked secure location near the student and readily  
43 available for timely, emergency use;
- 44 6. Return unused medication to the parent, guardian and/or parent or guardian's adult designee only.  
45 If the medication is not retrieved by the end of the school year, the school nurse will dispose of  
46 it. Emergency medication may be sent home with student upon the request of the parent or  
47 guardian; and
- 48 7. Ensure that all guidelines developed by the Department of Health and the Department of  
49 Education are followed.

50 The parent or guardian is responsible for informing the designated official of any change in the student's  
51 health or change in medication.

52 A copy of this policy shall be provided to a parent or guardian upon receipt of a request for long-term  
53 administration of medication.

50

### 51 **BLOOD GLUCOSE SELF-CHECKS**

52

53 Upon written request of a parent or guardian, and if included in the student's medical management plan  
54 and in the IHP, a student with diabetes shall be permitted to perform blood glucose checks or administer  
55 insulin, treat hypoglycemia and hyperglycemia, and otherwise attend to the care and management of the  
56 student's diabetes in any area of the school or school grounds and at any school-related activity, and  
57 shall be permitted to possess on the student's person at all times all necessary diabetes monitoring and  
58 treatment supplies.

59

60 Sharps shall be stored in a secure, but accessible location, including the student's person, until use of  
61 such sharps is appropriate.

62

63 Use and disposal of sharps shall be in compliance with the guidelines set forth by the Tennessee

64 Occupational Safety and Health Administration (TOSHA).<sup>2</sup>

65  
66

67 **STUDENTS WITH PANCREATIC INSUFFICIENCY OR CYSTIC FIBROSIS<sup>3</sup>**

68

69 Students diagnosed with pancreatic insufficiency or cystic fibrosis shall be permitted to self-manage  
70 their prescribed medication in a manner directed by a licensed healthcare provider without additional  
71 assistance or direction. The Director of Schools shall develop procedures for the development of both  
72 an Individualized Healthcare Plan (IHP) and an Emergency Care Plan (ECP) that conforms to state law  
73 for every student with pancreatic insufficiency or cystic fibrosis that wishes to self-medicate.

74

75

76 **STUDENTS WITH ADRENAL INSUFFICIENCY<sup>4</sup>**

77

78 The parent/guardian of a student diagnosed with adrenal insufficiency shall notify the school district of  
79 the student's diagnosis. Once notified, the district shall observe the following procedure:

80

81 1. The district shall train school personnel who will be responsible for administering the  
82 medication for the treatment of adrenal insufficiency and any who volunteer to administer the  
83 medication.

84

85 2. The district shall maintain a record of all school personnel who have completed this training.

86

87 3. If a student is suffering from an adrenal crisis, a school nurse or other licensed health care  
88 professional may administer the prescribed medication to the student. If a school nurse or other  
89 licensed health care professional is not immediately available, trained school personnel may  
90 administer the prescribed medication.

91

92 The Director of Schools shall develop procedures on the administration of medications that treat  
93 adrenal insufficiency and recordkeeping per rules set forth by the State Board of Education.

94

95

96 **STOCKED EPINEPHRINE AUTO-INJECTORS**

97

98 Murfreesboro City Schools will provide at least two (2) doses of auto-injectable epinephrine (also  
99 called stock epinephrine) in each school building, to be administered by a school nurse or designated  
100 employee of the school who is authorized and trained in the administration of epinephrine to any  
101 student believed to be having an anaphylactic reaction on school premises, during the academic day.

102 MCS will obtain a standing order from a licensed physician. Standing orders must be renewed  
103 annually and with any change in prescriber.

1. TCA 49-50-162
2. TCA 49-5-415(d)(7), Public Acts 2006,  
Chapter No. 54
3. Public Acts of 2015, Chapter No. 321
4. TRR/MS 0520-01-12; State Board of Education  
Policy 4.205

# MURFREESBORO CITY SCHOOLS

## 2021-2022 PROPOSED ACADEMIC CALENDAR

### AUGUST 2021

\*\*Monday, August 2: District In-service  
\*Tuesday, August 3: School-Based Work Day  
\*\*Wednesday, August 4: School-Based In-service  
\*Thursday, August 5: School-Based Work Day/Open House  
Friday, August 6: Half Day for Students Grades 1-6  
Monday, August 9: Grades 1-6 Students, First Full Day  
Tuesday, August 10: Grades 1-6 Students, Second Full Day; Kindergarten, Half-Day for A-L  
Wednesday, August 11: Grades 1-6 Students, Third Full Day; Kindergarten, Half Day for M-Z  
Thursday, August 12: Grades 1-6 Students, Fourth Full Day; All Kindergarten Half-Day  
Friday, August 13: Grades K-6 Full Day

### SEPTEMBER 2021

Monday, September 6: Labor Day (Day Out for All)  
++Thursday, September 16: In-service Day (Day Out for Students)

### OCTOBER 2021

Monday, October 4-Friday, October 8: Fall Break (Days Out for School-Based Personnel)  
++Friday, October 29- In-service Day (Day Out for Students)

### NOVEMBER 2021

\*Monday, November 1: Parent/Teacher Conferences (Day Out for Students)  
\*Thursday, November 11: In-service Day (Day Out for Students)  
Wednesday, November 24: Thanksgiving Break (Day Out for School-Based Personnel)  
Thursday, November 25-Friday, November 26: Thanksgiving Break (Days Out for All)

### DECEMBER 2021

Friday, December 17: Half-Day for Students  
Monday, December 20-Friday, December 31: Winter Break (Days Out for School-Based Personnel)

### JANUARY 2022

\*\*Monday, January 3: Teachers Return; In-service (Day Out for Students)  
Tuesday, January 4: Students Return  
Monday, January 17: Martin Luther King, Jr. Day (Day Out for All)

### FEBRUARY 2022

++Friday, February 18: In-Service Day (Day Out for Students)  
Monday, February 21: Presidents' Day (Day Out for All)

### MARCH 2022

++Thursday, March 10: In-Service Day (Day Out for Students)  
\*Friday, March 11: Parent/Teacher Conferences (Day Out for Students)  
Monday, March 28-Friday, April 1: Spring Break (Days Out for School-Based Personnel)

### APRIL 2022

Friday, April 15: Good Friday (Day Out for All)

## **MAY 2022**

Friday, May 27: Last Half Day for Students

The first nine days out for inclement weather will be made up according to state law through a seven-hour school day by stockpiling time. Four of the thirteen stockpiled days are used for staff professional development.

\*Board Assigned Administrative Days

++Stockpiled in-service days

\*\*In-service days: the fourth and fifth in-service days are earned through twelve (12) approved points.

<b><u>Attendance Periods</u></b>	<b><u>End of Report Card Periods</u></b>	<b><u>Report Card Day</u></b>
August 6 – September 2	October 15	Nov 1 P/T Conf.
September 3 – October 1	January 10	January 18
October 11 – November 8	March 17	March 24
November 9 – December 10	May 26	May 26
December 13 – January 25		
January 26 – February 23		
February 24 – March 24		
March 25 – April 29		
May 1 – May 27		

180 Student Days (4 of these days will be used as stockpiled in-service days)

5 Board Assigned Administrative Days\*

5 In-Service Days\*\*

10 Vacation Days

200



Federal Projects Fund

Revenues

Revenues  
Covid-19 Grant (ESSER Grant)

\$ - \$ 28,849.98 \$ 28,849.98  
\$ 28,849.98

Expenditures

Expenditures  
Health Services (ESSER Grant)

\$ 170,224.92 \$ 199,074.90 \$ 28,849.98  
\$ - \$ -  
\$ 28,849.98

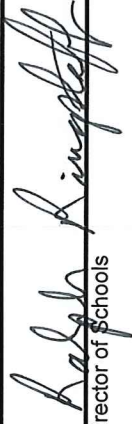
CHANGE IN FUND BALANCE (CASH) CHANGE IN FUND BALANCE (CASH)

\$ - \$ -



Reviewed by Finance Director/Finance Manager

1/14/2021  
Date

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined	 Director of Schools	<u>1/14/21</u> Date
---	--	------------------------

Chronic Absenteeism = missing 10% or more									
	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9
	2+ days	4+ days	6+ days	8+ days	10+ days	12+ days	14+ days	16+ days	18+ days
<b>Black Fox</b>	166	150	174	190					
<b>Bradley</b>	102	115	152	180					
<b>Cason Lane</b>	115	122	136	140					
<b>Discovery</b>	31	16	10	7					
<b>Erma Siegel</b>	101	58	58	44					
<b>Hobgood</b>	161	165	157	146					
<b>John Pittard</b>	127	144	153	160					
<b>Mitchell-Neilson</b>	170	165	199	261					
<b>Northfield</b>	73	78	68	66					
<b>Overall Creek</b>	90	73	55	61					
<b>Reeves-Rogers</b>	50	58	63	55					
<b>Salem</b>	102	91	105	107					
<b>Scales</b>	109	87	74	77					

1,397.00 1,322.00 1,404.00 1,494.00

PTR for 2020-2021 (END OF FOURTH ENROLLMENT PERIOD) 11/11/20 to 12/11/20

	Kindergarten			1st Grade			2nd Grade			3rd Grade			Total	Total	K-3 PTR	4th Grade			5th Grade			6th Grade			Total	Total	4-6 PTR	Total K-6
	P	#	PTR	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	P	#	PTR	P	#	PTR	P	#	PTR	Pupils	Teachers	Ratio	
<b>Black Fox</b>	110	6	18.33	112	6	18.67	115	6	19.17	102	5	20.40	439	23	19.09	98	5	19.60	116	6	19.33	96	4	24.00	310	15	20.67	749
<b>Bradley</b>	51	3	17.00	57	4	14.25	58	3	19.33	55	3	18.33	221	13	17.00	52	3	17.33	58	3	19.33	49	2	24.50	159	8	19.88	380
<b>Cason Lane</b>	99	6	16.50	93	5	18.60	95	5	19.00	99	5	19.80	386	21	18.38	94	5	18.80	94	5	18.80	33	2	16.50	221	12	18.42	607
<b>Discovery</b>	60	3	20.00	60	3	20.00	62	3	20.67	58	3	19.33	240	12	20.00	63	3	21.00	63	3	21.00	22	1	22.00	148	7	21.14	388
<b>Erma Siegel</b>	91	5	18.20	100	6	16.67	103	5	20.60	104	6	17.33	398	22	18.09	119	6	19.83	131	6	21.83	15	1	15.00	265	13	20.38	663
<b>Hobgood</b>	105	6	17.50	72	4	18.00	87	5	17.40	81	5	16.20	345	20	17.25	86	5	17.20	81	4	20.25	68	4	17.00	235	13	18.08	580
<b>John Pittard</b>	114	6	19.00	108	6	18.00	132	7	18.86	112	6	18.67	466	25	18.64	110	6	18.33	81	5	16.20	56	3	18.67	247	14	17.64	713
<b>Mitchell-Neilson</b>	87	5	17.40	87	5	17.40	95	5	19.00	98	5	19.60	367	20	18.35	81	4	20.25	79	4	19.75	50	3	16.67	210	11	19.09	577
<b>Northfield</b>	84	5	16.80	100	5	20.00	94	5	18.80	80	5	16.00	358	20	17.90	79	5	15.80	97	5	19.40	36	2	18.00	212	12	17.67	570
<b>Overall Creek</b>	144	7	20.57	142	8	17.75	148	9	16.44	151	9	16.78	585	33	17.73	147	7	21.00	146	7	20.86	51	2	25.50	344	16	21.50	929
<b>Reeves-Rogers</b>	74	4	18.50	67	4	16.75	78	4	19.50	58	3	19.33	277	15	18.47	53	3	17.67	56	3	18.67	23	1	23.00	132	7	18.86	409
<b>Salem</b>	166	8	20.75	179	10	17.90	137	7	19.57	158	8	19.75	640	33	19.39	133	6	22.17	92	4	23.00	43	2	21.50	268	12	22.33	908
<b>Scales</b>	125	7	17.86	141	8	17.63	131	7	18.71	135	7	19.29	532	29	18.34	130	6	21.67	133	6	22.17	92	4	23.00	355	16	22.19	887
<b>Totals by Grade</b>	Kindergarten			1st Grade			2nd Grade			3rd Grade			4th Grade			5th Grade			6th Grade									
	1310	71	18.45	1318	74	17.81	1335	71	18.80	1291	70	18.44	1245	64	19.45	1227	61	20.11	634	31	20.45							8360

Regular Education PTR				
Kindergarten thru Third Grade	-----	5254	286	18.37
Fourth Grade thru Sixth Grade	-----	3106	156	19.91
District Totals		8360	442	18.91

**Enrollment (End of 4th Enrollment Period)**

	K-6 Gen Ed Totals	PS VPK	PS SpEd	PS Peers	CDC	BEST	Deaf Ed	TOTALS
Black Fox	749	31	28	6	34			848
Bradley	380							380
Cason Lane	607	39	16	8	21			691
Discovery	388							388
Erma Siegel	663		24	10	16		4	717
Hobgood	580	47						627
John Pittard	713	32			25			770
Mitchell-Neilson	577	32				18		627
Northfield	570	35	16	15	25			661
Overall Creek	929							929
Reeves-Rogers	409							409
Salem	908				14			922
Scales	887		15	10	30			942
Mercury Ct		38						
<b>Totals</b>	<b>8360</b>	<b>254</b>	<b>99</b>	<b>49</b>	<b>165</b>	<b>18</b>	<b>4</b>	<b>8949</b>

K-6 Gen Ed Total      PS VPK      PS SpEd      PS Peers      CDC      BEST      Deaf Ed

BEP Funded	8360				165	18	4		8547
Non-BEP Funded		254	99	49					402

**Growth Over Last Year**

End of 2019-2020 -----	<b>9258</b>
Growth from 19-20 to 20-21 ---	<b>-309</b>

**Average Attendance Percentage**

93.4%
-------

<b>TRUANCY 10+ Days - Unexcused Absences</b>										
	<b>Period 1</b>	<b>Period 2</b>	<b>Period 3</b>	<b>Period 4</b>	<b>Period 5</b>	<b>Period 6</b>	<b>Period 7</b>	<b>Period 8</b>	<b>Period 9</b>	<b>TOTAL</b>
<b>Black Fox</b>	5	11	22	33						
<b>Bradley</b>	3	7	7	11						
<b>Cason Lane</b>	3	8	13	26						
<b>Discovery</b>	0	0	0	0						
<b>Erma Siegel</b>	0	5	8	12						
<b>Hobgood</b>	2	10	18	35						
<b>John Pittard</b>	0	8	15	29						
<b>Mitchell-Neilson</b>	2	16	21	32						
<b>Northfield</b>	0	4	5	5						
<b>Overall Creek</b>	0	1	3	3						
<b>Reeves-Rogers</b>	0	1	5	7						
<b>Salem</b>	0	3	7	9						
<b>Scales</b>	0	0	2	4						
<b>TOTALS</b>	15	74	126	206						

# Murfreesboro City Schools

## November 2020 Financial Highlights

### Revenues

- We do not anticipate receiving any PILOT money from local utilities. We budgeted \$175,000 for the current year FY20-21. This is due to the sale of the Murfreesboro Electric Department to MTEM.
- Business tax revenues continue to come in above budgeted amounts
- Mix Drink tax revenue continue to come in under budgeted amounts due to COVID.
- Pre-K revenue is lower than budgeted amounts due to COVID.
- Interest Rates continue to be lower which results in lower interest revenue.
- Misc. refunds have increased due to the TN Risk Management Trust conducting an audit which resulted in a \$63,376 refund to Murfreesboro City Schools.
- As mentioned in prior months', donations have increased which resulted in additional chromebook purchases.
- We anticipate receiving reduced revenue for the education of the Handicapped. (this is federal revenue)

### Expenses

- We continue to have reduced expenditures in the Director of Schools line item due to having an interim director of schools.
- We continue to have reduced expenditures in the attendance line items due to personnel and staff changes.
- The Capital Outlay line item shows a difference from prior year due to chromebook money provided by the city in the prior year.

YEAR-TO-DATE EXPENDITURE COMPARISON

November 2020

PAGE 1

BUDGET CLASS.	2019-20 BUDGET	2019-20 YTD EXP.	2019-20 OVR/(UNDR) BUDGET	2019-20 %	2020-21 BUDGET	2020-21 YTD EXP.	2020-21 OVR/(UNDR) BUDGET	2020-21 %
1 71100-Reg. Instruction	46,539,548	16,258,534	(30,281,014)	34.9%	48,863,591	16,495,486	(32,368,105)	33.8%
2 71200-Sp. Ed. Instruction	9,147,978	3,037,575	(6,110,403)	33.2%	9,646,900	3,081,012	(6,565,888)	31.9%
3 71400-Student Body Ed.	-	-	-	N/A	-	-	-	N/A
4 72110-Attendance	167,489	78,611	(88,878)	46.9%	157,489	50,098	(107,391)	31.8%
5 72120-Health Services	951,390	333,614	(617,776)	35.1%	948,039	346,493	(601,546)	36.5%
6 72130-Guidance	2,667,036	1,007,312	(1,659,724)	37.8%	2,601,101	988,386	(1,612,715)	38.0%
7 72210-Reg. Instr. Support	2,130,181	849,449	(1,280,732)	39.9%	2,225,349	876,177	(1,349,172)	39.4%
8 72220-Sp. Ed. Support	1,793,880	623,034	(1,170,846)	34.7%	1,841,650	577,705	(1,263,945)	31.4%
9 72250-Technology	1,793,131	857,295	(935,836)	47.8%	1,938,863	984,710	(954,153)	50.8%
10 72310-Bd. Of Education	1,525,937	715,994	(809,943)	46.9%	1,492,877	710,688	(782,189)	47.6%
11 72320-Office of Supt.	381,240	165,841	(215,399)	43.5%	388,039	89,019	(299,020)	22.9%
12 72410-Office of Principal	4,663,756	1,732,655	(2,931,101)	37.2%	4,717,965	1,738,666	(2,979,299)	36.9%
13 72510-Fiscal Services	579,593	265,346	(314,247)	45.8%	470,480	241,150	(229,330)	51.3%
14 72520-Personnel Services	428,543	161,826	(266,717)	37.8%	587,033	240,488	(346,545)	41.0%
15 72610-Oper. Of Plant	6,051,082	2,060,235	(3,990,847)	34.0%	6,304,017	2,018,951	(4,285,066)	32.0%
16 72620-Maint. Of Plant	2,724,053	881,262	(1,842,791)	32.4%	2,732,833	772,775	(1,960,058)	28.3%
17 72710-Pupil Transp.	3,230,544	1,287,409	(1,943,135)	39.9%	3,578,755	1,170,520	(2,408,235)	32.7%
18 73300-Community Service	540,533	180,210	(360,323)	33.3%	557,708	167,399	(390,309)	30.0%
19 73400-Early Childhood Educ.	1,251,966	393,343	(858,623)	31.4%	1,162,684	392,066	(770,618)	33.7%
20 76100-Reg. Cap. Outlay	1,505,500	43,103	(1,462,397)	2.9%	130,000	26,865	(103,135)	20.7%
21 82130-Education Debt Serv.	-	-	-	N/A	-	-	-	N/A
22 99100-Operating Transfers	413,105	159,900	(253,205)	38.7%	409,200	159,900	(249,300)	39.1%
<b>TOTALS</b>	<b>88,486,485</b>	<b>31,092,549</b>	<b>(57,393,936)</b>	<b>35.1%</b>	<b>90,754,573</b>	<b>31,128,553</b>	<b>(59,626,020)</b>	<b>34.3%</b>

**YEAR-TO-DATE REVENUE COMPARISON**

November 2020

PAGE 1

BUDGET CLASS.	2019-20 BUDGET	2019-20 YTD REV.	2019-20 OVR/(UNDR) BUDGET	2019-20 %	2020-21 BUDGET	2020-21 YTD REV.	2020-21 OVR/(UNDR) BUDGET	2020-21 %
1 40110-Current Prop. Tax	14,308,810	969,456	(13,339,354)	6.8%	15,312,150	1,149,565	(14,162,585)	7.5%
2 40210-Local Option Sales Tax	11,843,830	3,928,684	(7,915,146)	33.2%	12,330,550	3,275,868	(9,054,682)	26.6%
3 40000-4110-Other County Rev	1,830,000	605,512	(1,224,488)	33.1%	1,850,000	705,762	(1,144,238)	38.1%
4 44000-Other Local Revenue	594,500	152,029	(442,471)	25.6%	688,941	231,381	(457,560)	33.6%
5 46511-Basic Educ. Program	46,301,465	18,039,200	(28,262,265)	39.0%	48,350,000	18,718,000	(29,632,000)	38.7%
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	370,600	104,777	(265,824)	28.3%	217,600	102,801	(114,799)	47.2%
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	1,109,977	66,786	(1,043,191)	6.0%	1,122,125	278,090	(844,035)	24.8%
14 49100-49800 Bond & City Transfers	-	-	-	N/A	-	-	-	N/A
15 49810-Approp./City Gen. Fund	7,885,103	3,285,460	(4,599,643)	41.7%	7,885,103	3,285,460	(4,599,643)	41.7%
16 49820-Operating Transfers	1,300,000	-	(1,300,000)	N/A	-	-	-	N/A
<b>TOTALS</b>	<b>\$ 85,544,285</b>	<b>\$27,151,903</b>	<b>(\$8,392,382)</b>	<b>31.7%</b>	<b>\$87,756,469.00</b>	<b>\$ 27,746,927</b>	<b>(\$60,009,542)</b>	<b>31.6%</b>

**COMPARISON OF BUDGET TOTALS**  
**July 1, 2020 Through October 31, 2020**

<b>TOTAL INCOME</b>	<b>7/1/20 - 9/30/20</b>	<b>\$</b>	<b>27,746,927</b>
<b>TOTAL EXPENSES</b>	<b>7/1/20 - 9/30/20</b>		<b>31,128,553</b>
			<hr/>
<b>NET INCOME</b>	<b>9/30/20</b>	<b>\$</b>	<b>(3,381,626)</b>
			<hr/>

## Human Resources Personnel Report 12/1/2020 - 01/14/2021

### Certified Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>	<u>Notes</u>
Besand	Sarah	12/15/2020	JP	Kindergarten Teacher	
Pierce	Pamela	1/4/2021	CLA	SPED Teacher	
Ewing	Jennifer	1/4/2021	SC	Grade 4 Teacher	EA to Teacher

### Certified Interim Hires

<u>Last Name</u>	<u>First Name</u>	<u>Interim Dates</u>	<u>Location</u>	<u>Position</u>	<u>Interim For</u>
Phimmachack	Kaitlin	12/16/2020 - EOY	SA	Interim Kindergarten Teacher	Kinsey Johnson
Greeson	Macy	12/10/2020 - EOY	BR	Interim Grade 3 Teacher	Abbey Sanders
Nash	Kensley	01/04/21 - 04/01/21	JP	Interim Grade 3 Teacher	Hannah Brasher
Hill	Hannah	12/14/2020 - EOY	OCE	Interim Grade 4 Teacher	Lacey Bolin
Varley	Elizabeth	01/04/2021 - EOY	HG	Interim Grade 5 Teacher	Michelle Henderson
Lindsay	Jaidha	01/04/2021 - EOY	RR	Interim Grade 2 Teacher	Hallie England
Forte	Rebecca	01/04/2021 - EOY	ESE/SC	Interim School Counselor	Jessica Stephens

### Certified Resignations/Retirements/Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Last Day</u>	<u>Location</u>	<u>Position</u>	<u>Tenure Y/N</u>
Stephens	Jessica	12/18/2020	SC/ESE	School Counselor	N
Cathey	Andrea	12/18/2020	JP	Kindergarten Teacher	N
England	Hallie	12/18/2020	RR	Grade 2 Teacher	N

### Classified New Hires

<u>Last Name</u>	<u>First Name</u>	<u>Start Date</u>	<u>Location</u>	<u>Position</u>	<u>Notes</u>
Hoyt	Andreanna	12/1/2020	JP	SPED EA	
Lee	Constance	12/1/2020	SHOP	Bus Driver	
Foster	Tiffani	12/7/2020	NF	Cafeteria	
Gregory	Patsy	12/8/2020	OCE	FT Custodian	
Mackey	Amanda	12/14/2020	ESE	Sign Language Interpreter	
Jordan	Ethan	12/28/2020	CLA	FT Custodian	
Barrett	Tyler	1/4/2021	RR	FT Custodian	rehire
Eakes	Sarah	1/4/2021	SA	EA	PT to FT
Jones	Rachel	1/4/2021	CO	FT Interim Nurse	PT to FT
Geroy	Franklin	1/5/2021	OCE	FT Custodian	
Fugate	Austen	1/11/2021	SC	SPED EA	PT to FT
Currie	Keaona	1/14/2021	BR	EA	PT to FT

### Classified Resignations/Retirements/Terminations

<u>Last Name</u>	<u>First Name</u>	<u>Last Day</u>	<u>Location</u>	<u>Position</u>
Campbell	Randall	11/24/2020	DS	Cafeteria Manager
Chapman	Colton	12/10/2020	NF	FT Custodian
Eturralde	Lyndie	12/16/2020	CO	Nurse
Sparks	Dawn	12/18/2020	SA	EA
Stratton	Kathleen	12/18/2020	SHOP	Bus Assistant
Reed	Keiana	12/18/2020	CO	Social Worker
Chapman	Toby	12/23/2020	RR	FT Custodian
Lindsey	Zavien	12/23/2020	SA	FT Custodian
Murray	Bruce	1/1/2021	SHOP	Bus Driver
Alexander	Angela	1/8/2021	JP	SPED EA
Edwards	Darren	1/8/2021	SHOP	Bus Driver
Elmore	Beverly	1/11/2021	HG	EA
Shepperd	Sara	1/11/2021	SC	SPED EA